

**MINUTES**  
**SOUHEGAN COOPERATIVE SCHOOL DISTRICT BOARD MEETING**  
**TUESDAY, JUNE 13, 2017**  
**BRICK SCHOOL**

**Present: Souhegan Cooperative School Board: Howard Brown, Steve Coughlan, Jim Manning, Pim Grondstra, Amy Facey, David Chen, Dwayne Purvis**  
**SAU Administration: Peter Warburton**  
**SHS Administration: Rob Scully**

## **I. CALL TO ORDER**

**Howard Brown** called the meeting to order at 4:10 P.M.

### **Discussion:**

#### **Souhegan Board Retreat & Goals**

What's working:

- The school staff, budget committee and administration have worked well together during budget season.
- There is a strong shared belief that guides the board, school, administration around what Souhegan stands for.
- Guiding philosophical concepts are strong, where there is strong students agency, democratic principles which operates like a liberal arts college (ex. H.Y.P.E.).
- Board has a strong relationship with the school staff and staff is open to sharing what they're doing with the board.
- Board is invited to participate in activities.
- A strong Chair that provides leadership, but who is also open to listening and follow-through.
- The Chair needs to exhibit good facilitation skills during board meetings.
- We have managed to pass budgets, but by slim margins.
- We bring teachers and students into board meetings.

What is not working:

- Board meetings are too long and the board debates the same items "ad nauseum", over and over without real resolution.
  - RESOLUTION: Chair needs to manage allotted time for discussion and set clear expectations when topics are "informative".
- The board votes on items with no follow-up and Future Actions are not on the Agenda during the next meeting.
  - RESOLUTION: Chair needs to review the ACTIONS at the end of every meeting and implement the ACTION ITEM SPREADSHEET.
- The board agenda often lacks continuity tied to ongoing board goals and initiatives.

- RESOLUTION: Board agenda needs to include elements of review tied to 1) Board Goals, 2) Strategic Plan Priorities and 3) Agreed upon ACTION ITEMS for follow-up.
- The Principal's Report is not working.
  - RESOLUTION: Should include 1) Highlight achievement and accomplishments 2) Highlight challenges and barriers to achieving goals and objectives, 3) Review status items of interest including staffing, curriculum & instructions, etc.
- Board members are not always following the correct protocol.
  - RESOLUTION: The board and individual members need to work all issues, requests, etc. through the board Chair.
- The board has no physical space and no access to meaningful data to help in making decisions, or track things like spending (ex. Manifest).
- The board has not followed through on 1) An evaluation of the board and 2) a Superintendent evaluation.
- Communication with the public/community is sub-optimal and ideas for getting community members consistent answers to questions would be beneficial.

### **Brainstorming Session for Board Goals:**

- Souhegan should be a “destination” school (with the reputation of a Top Public high school.). (Score: 3,3,3,3)
- Souhegan will be Data Informed (data wise, which related to operations but more importantly, is related to student performance). (Score: 3,3,2,2,2,2)
- Souhegan needs to make Technology investments (mostly to enhance and implement the student experience and achievement, aligned to competency based learning and assessment). (Score: 3,3,2,2)
- Souhegan needs to make Student Success a priority and define what that means (related to outcomes, program of studies, etc.). (Score: 1,1,1,1,1,1,2,2)
- Have greater fiscal discipline. (Score: 2)
- Have consistent Board & Administrative evaluations. (Score: 1)
- Invest in structural/operational efficiencies (related to semesters, start times, etc.).
- We need to consider how to attract students from outside the district, either by enticing families to move here or by paying tuition.
- Can we become a net revenue district by offering community based classes?
- Be the “Top” Public High School in New Hampshire. (Score: 1,2,3)
- Best governance and follow-up, follow-through as a board.
- We need to improve community involvement and outreach.
- Find ways to get feedback from the community, even if it's contrary to our thinking or position. (Score: 1)
- Find ways to address balance in what we want to achieve and in terms of what we offer in light of declining enrollment. (Score: 2)
- Every student should reach their full potential.
- Can we change our structure to align with a more rigorous curriculum by transitioning to semesters vs. trimesters?
- We need to look into increasing the teacher course load.

- A greater % of students should get into college's of their first choice and we should track that data.

**Next Steps:**

- Review the goals at the next meeting.
- Get clarity around the goals, distinctions between goals and how they relate to each other and the strategic plan.

**II. REVIEW OF MEETING/ADJOURNMENT**

**8:00 P.M. Howard Brown** motioned to adjourn the meeting. Seconded by **Steve Coughlan**. Motion passed unanimously (7-0-0).