

Souhegan Cooperative School Board
Thursday, March 31, 2016
Meeting Minutes

Attendees:

Administrative Team: Peter Warburton – Superintendent, Betty Shankel – Business Administrator, Rob Scully- Principal SHS, Christine Landwehrle- Director of Curriculum & Professional Development, Meg Beauchamp- Director of Student Services, Peter Gagnon- Dean of Students at SHS, Kathy White- Dean of Faculty at SHS, Karen Chininis- Guidance Director, Brad Freeman- Network Administrator

Souhegan School Board- Chair- Mary Lou Mullens, Vice Chair- Howard Brown, Steve Coughlan, Pim Grondstra, Peter Maresco and Dwayne Purvis.

Minute Taker: Danae Marotta

Public: Liz Purvis- Community Council Member, Ms. Lisa Eastland- Amherst, NH. Mr. Dion Lewis- Amherst, NH.

ORGANIZATIONAL MEETING

I. CALL TO ORDER – Superintendent Peter Warburton

Superintendent Mr. Peter Warburton called the Organizational Meeting to order at 6:06 pm

II. ELECTION OF SCHOOL BOARD OFFICERS

A. Chairman

Mr. Howard Brown made a Motion to nominate Ms. Mary Lou Mullens as Chairman of the Souhegan Cooperative School Board. Mr. Pim Grondstra seconded the Motion, the vote was unanimous. Motion passed.

B. Vice – Chairman

Mr. Pim Grondstra made a Motion to nominate Mr. Howard Brown as Vice- Chairman of the Souhegan Cooperative School Board. Ms. Mary Lou Mullens seconded the Motion, the vote was unanimous. Motion passed.

Discussion ensued over the position of Vice- Chairman.

C. Secretary

45 **Mr. Howard Brown made a Motion to nominate Mr. David Chen as Secretary of the**
46 **Souhegan Cooperative School Board. Mr. Pim Grondstra seconded the Motion, the vote**
47 **was unanimous. Motion passed.**

48

49 III. COMMITTEE ASSIGNMENTS

50

51 Ms. Mullens then welcomed and congratulated Mr. Dwayne Purvis and Mr. Peter Maresco. She
52 also welcomed back and congratulated Mr. Steve Coughlan and Mr. Howard Brown for their
53 reelection.

54

55 Ms. Mullens then went over the committees for the Board.

56

57 The Committee assignments are as follows:

58 Chair-Mary Lou Mullens

59 Vice-Chair-Howard Brown

60 Secretary-David Chen

61 Advisory Finance Committee Liaison-Dwayne Purvis

62 Athletic Liaison Committee Pim Grondstra, David Chen

63 CIP-Steve Coughlan

64 Community Council Liaison-Mary Lou Mullens

65 Expendable Trust Advisory Committee -Pim Grondstra, Peter Maresco

66 Manifest -Dwayne Purvis

67 Policy Howard-Brown, Steve Coughlan

68 PPC-Steve Coughlan, Mary Lou Mullens

69 PTSA Liaison -Pim Grondstra

70 Publicity/Communications (school committee)- Steve Coughlan

71 Recreation Liaison- Dave Chen, Pim Grondstra

72 Tech Committee-Howard Brown

73 SAU 39 Brick School Improvement Committee-Peter Maresco

74 SAU 39 Four Chairs- Mary Lou Mullens

75 Budget Study-Mary Lou Mullens, David Chen, Dwayne Purvis, Peter Maresco

76 Souhegan Board Communications Team-Mary Lou Mullens, Dwayne Purvis, Pim Grondstra

77 Mr. Peter Warburton noted that they made the meetings of the Policy Committee twice a month
78 in order to speed up the process.

79
80 Ms. Lisa Eastland noted for Mr. Pim Grondstra that the PTSA meetings are at 7pm at night.

81
82 Ms. Mullens commented that Mr. Craig Fraley- Director of the Amherst Recreation Department,
83 might come to the Board meetings on a quarterly basis.

84
85 Ms. Mullens noted that the Budget Study Committee may be flexible with the meeting times.
86 Mr. Purvis noted he can possibly make the meeting, it depends on the day of the week.

87
88 Ms. Mullens noted to wait for Mr. David Chen to return from vacation as he might be interested
89 in that committee.

90
91 Discussion ensued over the Souhegan Board Communications team.

92
93 Discussion ensued about the committee assignments and the meeting intervals.

94
95 **IV. APPOINTMENT OF SCHOOL DISTRICT OFFICIALS**

96
97 **Mr. Pim Grondstra nominated Ms. C.J. Butler as Deputy Treasurer of the Souhegan**
98 **Cooperative School Board. Mr. Peter Maresco seconded the Motion. 4 in favor, Mr. Steve**
99 **Coughlan abstained. Motion passed.**

100
101 **Mr. Steve Coughlan made a Motion to nominate Mr. David Sullivan as Assistant Treasurer**
102 **beginning May 1st 2016 and continuing through the 16-17 School Year. Mr. Howard**
103 **Brown seconded the Motion.**

104
105 **Mr. Howard Brown made a Motion to nominate Ms. Christine Janson as School Clerk of**
106 **the Souhegan Cooperative School Board. Mr. Steve Coughlan seconded the Motion. The**
107 **vote was unanimous motion passed.**

108
109 **Superintendent Warburton closed the Organizational Meeting at 6: 32 pm.**

110
111 **REGULAR MEETING**

112 **I. CALL TO ORDER**

113
114 **Ms. Mary Lou Mullens called the regular meeting to order at 6: 32 pm.**

115
116 Ms. Mullens thanked the voters for approving the FY'17 Budget and Warrant Articles.

117
118 II. ANNOUNCEMENTS
119 A. Principal's Report
120
121 Principal Mr. Rob Scully then thanked the voters for their positive response and welcomed the
122 new Board Members.
123
124 Mr. Scully then discussed the PACE updates
125
126 He noted that they will give the Board an update at the May meeting. He added that the speakers
127 were fantastic and that they are happy that they got in early on the initiative.
128
129 He then thanked those involved with Wintercession.
130
131 He then discussed that Ms. Lisa Petrie, Mr. Charlie Swift and Mr. Nathan Carle are participating
132 in a STEM/Literacy workshop designed to support the role of the Library/Information Center in
133 promoting STEM curriculum.
134
135 He then shared some of the emails that he had received about the STEM focused trip "To Infinity
136 and Beyond". He noted that they have created another connection and that it is a part of the
137 Strategic Plan.
138
139 He then discussed the visit from East Syracuse Minoa High School. He noted that it was a
140 fruitful exchange and a part of the Strategic Plan. He added that it was a bit of professional
141 development as well.
142
143 Ms. Mullens noted that she had spent time with the people from NY and that they were so
144 impressed with the students at SHS and how calm the school is. They noted the calm learning
145 environment.
146
147 He added that this was validation of their work.
148
149 He then discussed the Department of Education visit on April 1st 2016. He noted that they are
150 visiting Sandborn HS and possibly Epping. He added that they are evaluating to move education
151 in a certain direction.
152
153 He then discussed HYPE and that almost 1,200 students were there. He added that two students,
154 Mr. Alex Cullen and Mr. Matt Saunders would be happy to discuss their New Orleans trip.
155
156 He then noted the Scholastic Art Awards and congratulated a number of students along with a
157 thanks to Martha Reeves and Liz Gosselin for their mentorship to their wonderful art students.
158
159 He congratulated Ms. Kate Eastland for a special writing recognition as well as two students that
160 were recently accepted to a writing program at Middlebury College.
161
162 Ms. Mullens asked the Board if they had any questions.

163
164 Mr. Grondstra remarked that it is great that the voters helped form this current School Board and
165 the great pride that the SHS has.

166
167 Ms. Mullens noted that she agreed.

168
169 She then discussed that they got a great letter from the New Orleans coordinator about how great
170 Alex and Matt were on their trip.

171
172 B. Community Council Report

173
174 Liz Purvis discussed the Community Council and discussed a recent event and several proposals.

175
176 She discussed that they had received a visit from the President of Student Council from Hollis
177 /Brookline and that they were impressed at how democratic SHS was.

178
179 She then discussed the first proposal about field trips. She noted that a student had to get written
180 permission from all teachers to attend a field trip. She noted that it did pass with an amendment.

181
182 She then discussed the proposal about the Community Review Board. She discussed that it was
183 about changing the wording and there was clarification needed. She discussed that if a student
184 commits a wrongdoing and the police are involved then the school consequence can be changed.

185
186 She then discussed the proposal about accountability. She noted that the proposals will be filed
187 electronically and be more organized and easily accessible. She noted that it is accountability for
188 the proposal itself.

189
190 She then discussed an Art Night and to display the creative side of the students.

191
192 She noted an Earth Day event and to show support for the Earth.

193
194 She added that there is a concentrated effort by the upperclassmen. She added that they are going
195 to pick a charity and that they will support it. This year is for Cystic Fibrosis and there is a
196 student affected by it.

197
198 Ms. Mullens thanked Liz Purvis.

199
200 Mr. Steve Coughlan thanked Community Council and the PTSA for the movie "*Most Likely to*
201 *Succeed*" and that there was a wonderful discussion. He noted that it was a giant success.

202
203 Mr. Scully noted that it was one of the most powerful events in a long time. He added that they
204 might be able to do it again with help from another group.

205
206 Mr. Steve Coughlan noted that he has looked into the movie's website and that they are showing
207 it in NH.

208

209 Liz Purvis added that it was a free viewing for students and parents.

210

211 Mr. Dwayne Purvis asked if there is an Earth Day contest.

212

213 Liz Purvis noted that she will look into it.

214

215 C. Committee Reports

216

217 Mr. Steve Coughlan noted that the PPC met and that they would also like Mr. Scully to attend a
218 meeting.

219

220 Mr. Grondstra discussed that they have no updates on the Turf Field at this time and that they are
221 assured they will have all the money by May 1st.

222

223 Ms. Mullens noted that there was a stipend review last year.

224

225 Mr. Scully added that they should put the athletic stipends with academic stipends.

226

227 Mr. Grondstra discussed coaching certifications. He then discussed that they sent a winter sports
228 survey to student athletes with a 50% response rate.

229

230 III. PUBLIC COMMENT

231

232 Mr. Dion Lewis (Juniper drive, Amherst, NH) discussed that he has a comment and request for
233 the School Board.

234

235 He first thanked the Board for their work and that he knows that the work is extensive. He added
236 that he has served on a school board.

237

238 He then discussed his request that when a School Board decision is made that the opposing
239 argument stops. He noted that people may have believed that the Board was fractured.

240

241 Ms. Mullens thanked Mr. Lewis for attending and his input.

242

243 Mr. Maresco noted that the Nashua School Board was in the news negatively and that Mr. Lewis
244 brought up a good point.

245

246 Superintendent Warburton thanked Mr. Dion Lewis for his input.

247

248 IV. CONSENT AGENDA

249 A. Minutes

250 1. March 3, 2016

251 B. Treasurer's report

252 1. January 2016

253 2. February 2016

254 C. Unanticipated Student Activities Revenue

- 255 **1. St. Anselm College - \$1084.80 for Ethics Forum Hype**
 256 **2. Datron Dynamics - \$300 for First Robotics**
 257 **D. Student Activity Fund Report**

258
 259 Ms. Mullens thanked St. Anselm and Datron Dynamics for the generous donation.

260
 261 She added that she has a question on the Budget transfer.

262
 263 Ms. Shankel replied that it was for the curbing.

264
 265 Mr. Steve Coughlan noted that the Budget Transfer does not balance.

266
 267 Mr. Steve Coughlan pulled the E. Budget Transfer from the Consent Agenda.

268
 269 **Mr. Steve Coughlan made a Motion to accept the Consent Agenda A. Minutes 1. March 3rd**
 270 **2016, B. Treasurer's Report 1. January 2016 and B. February 2016, C. Unanticipated**
 271 **Student Activities Revenue 1. St. Anselm College - \$1084.80 for Ethics Forum Hype and 2.**
 272 **Datron Dynamics - \$300 for First Robotics and D. Student Activity Fund Report Mr.**
 273 **Howard Brown seconded the Motion. 4 in favor 2 abstain- Mr. Dwayne Purvis and Mr.**
 274 **Peter Maresco. Motion passed.**

275
 276 V. PRESENTATIONS/REPORTS

277
 278 A. HYPE

279
 280 Moved to next month's meeting.

281
 282 C. FY16 3rd QTR Financial Reports

283
 284 Ms. Betty Shankel then discussed the FY'16 3rd Quarter Financial Reports.

285
 286 She noted that they will be a bit over in the Tuition, Cat Aid and Vocational Aid, with approx.
 287 50k in additional revenue.

288
 289 She also discussed the Budget savings due to staff reductions/new hire salary and benefits levels,
 290 reduced Healthtrust insurance rates among other items.

291
 292 She noted that the savings is quite substantial and what they had projected.

293
 294 She then discussed that the amount of savings is \$430,000.

295
 296 Mr. Grondstra asked Ms. Shankel if she expects the numbers to remain the same at the end of the
 297 year.

298
 299 Ms. Shankel, replied yes. And that they don't have to worry too much unless there is an
 300 emergency.

301
302 The Board thanked Ms. Shankel for her report.

303
304 VI. DISCUSSION

305
306 A. SCSB Work session

307
308 Ms. Mullens asked for a work session about budget assumptions and what they would like to see
309 going forward.

310
311 She added if they could all get together to discuss that would be great.

312
313 She asked if the Board would be able to get together at the end of May.

314
315 Mr. Steve Coughlan added that it would be helpful if Ms. Shankel was present.

316
317 Ms. Mullens asked if May would be a good time for a meeting

318
319 Discussion ensued over the timing of a meeting.

320
321 Ms. Betty Shankel noted the last week of school might be a good time.

322
323 Ms. Mullens discussed that the Board has a lot to be in agreement on.

324
325 B. STEM Environment Study

326
327 Ms. Mullens discussed that before Mr. Jim Miner resigned that they had budgeted 10K for a
328 STEM project estimate and that the quote from the architectural firm Lavalee/ Brensinger came
329 back as 30K.

330
331 Mr. Scully discussed that they were talking where education is heading and everything is going
332 in a STEM direction.

333
334 He added that a part of their firm is specific to education.

335
336 Mr. Scully added that they built SHS and are highly recommended. He noted that this quote
337 encompasses everything.

338
339 Mr. Coughlan added that looking at the Scope, it is looking as the project will cover 2-3 fiscal
340 years. He then discussed the meetings, designs, and the voters. He added that it is over a longer
341 period of time and might not be so difficult to propose to the voters.

342
343 Ms. Mullens discussed that there are other costs, copying, transportation etc. She added that they
344 might do it well, however, it does seem costly and she would like to bid other companies.

345
346 Ms. Mullens the Board if they would like to see other bids.

347
348 Mr. Purvis asked about what other schools they have done work on.
349
350 Discussion ensued over the scope.
351
352 Mr. Maresco asked Mr. Scully what was his vision for SHS and more specifically the STEM
353 Lab.
354
355 Mr. Scully then discussed the layout and noted that it was in the bid.
356
357 Mr. Coughlan commented this company has done well by SHS and he has great faith in them.
358
359 Mr. Pim Grondstra noted that he does not doubt that they can do the work well, yet, he would
360 like to see other bids.
361
362 Ms. Mullens asked a question about Community Engagement.
363
364 She also asked what the next steps are.
365
366 Ms. Betty Shankel noted that they would have to hold a Public Hearing and use funds from the
367 Expendable Trust.
368
369 Ms. Mullens asked a question about final cost.
370
371 Ms. Betty Shankel noted she does not know the final cost and that it would probably involve a
372 warrant article.
373
374 Discussion ensued over conceptualizing STEM facilities.
375
376 Mr. Scully noted that SHS is 25 years old and that this is the most popular instructional learning
377 space.
378
379 He then noted that they can look at other bids.
380
381 Ms. Mullens noted that the Board would like the project to be completed correctly and thanked
382 Mr. Scully and Ms. Shankel.
383
384 VII. ACTION ITEMS
385 A. Professional nominations
386
387 To be discussed in Non-Public Session.
388
389 B. MS22 Voted Appropriations
390

391 Ms. Betty Shankel discussed that the MS22 Voted Appropriations is a report generated 20 days
392 following the election. She added that it shows the results of the vote, Budget and Warrant
393 Articles.

394
395 She remarked that it will be sent to the NH Dept. of Revenue.

396
397 She added that she needed the SCS Board, Superintendent of Schools and the School Clerk to
398 sign the document.

399
400 **Mr. Steve Coughlan made a Motion to authorize the Board, Superintendent of Schools-Mr.**
401 **Peter Warburton and the School District Clerk to sign the MS22 Voted Appropriations.**
402 **Mr. Howard Brown seconded the Motion. The vote was unanimous.**

403
404 Ms. Betty Shankel passed around the MS22 for the Superintendent and the Board Members to
405 sign.

406
407 Superintendent Warburton and the Board thanked Ms. Shankel.

408
409 C. Reading of Policy BCA – School Board Member Code of Ethics

410
411 Ms. Mullens noted that this is the first reading. She noted that she is thinking of adding “no
412 minority reports”.

413
414 Mr. Grondstra noted that if it belongs in this policy then he is fine with that.

415
416 Ms. Mullens noted that she was thinking about it from a confusion standpoint.

417
418 Superintendent Warburton noted that he does not know legally if they can eliminate a minority
419 report.

420
421 Mr. Coughlan noted that he believes that the public deserves an explanation about the voting
422 more specifically over the voting on the Budget.

423
424 Mr. Coughlan noted that he is specifically looking at #11.

425
426 Mr. Purvis asked a question about the discussion of the Policy BCA. He also asked what the
427 enforcement is.

428
429 Ms. Mullens noted that they cannot remove a Board Member.

430
431 Mr. Warburton discussed that the Board is limited in what they can do to another Board Member
432 for violating the Ethics Policy.

433
434 Ms. Mullens noted that Policy BCA will be in the second reading.

435

436 **Mr. Pim Grondstra made a Motion to enter into Non-Public Session- RSA 91-A: 3 II (a) (b)**
437 **and (c) at 8:25 pm. Mr. Howard Brown seconded the Motion. The vote was unanimous,**
438 **Motion passed.**

439
440 Ms. Mullens called a Roll Call: Mullens-Yes, Brown-Yes, Coughlan-Yes, Maresco-Yes, and
441 Purvis- Yes

442
443 **SCSC Board Members present:** Steve Coughlan, Mary Lou Mullens, Howard Brown, Peter
444 Maresco, Pim Grondstra and Dwayne Purvis

445 **Administrators present: Superintendent Peter Warburton, Principal Rob Scully**

446 Entered the non-public session from public session.

447 **The Board discussed professional nominations for 2016-17.**

448 At 10:52 pm **Steve Coughlan** made a motion to exit non-public session. Motion seconded by
449 **Dwayne Purvis**. Unanimously accepted by roll call vote: Coughlan: yes, Grondstra: yes,
450 Purvis: yes, Mullens: yes, Brown: yes, Maresco: yes.

451 **Pim Grondstra** made a motion, with **Peter Maresco** seconding, recommending all staff for
452 employment nominations. Unanimously accepted by board.

453 At 9:07 pm **Pim Grondstra** made a motion to adjourn the meeting. **Steve Coughlan** seconded
454 the motion and was unanimously accepted.