

1 **SOUHEGAN COOPERATIVE SCHOOL BOARD**
2 **Thursday, August 28, 2014**

3
4 **PRESENT**

5
6 Souhegan Cooperative School Board: Mary Lou Mullens, Howard Brown, Peter
7 Maresco, Steve Coughlan, Chris Janson, Pim Grondstra, and Fran Harrow (6:15pm)

8
9 Administrative Team: Peter Warburton, Betty Shankel, Meg Beauchamp, Rob Scully,
10 and Peter Gagnon

11
12 Minute Taker: Beth Penney

13
14 **CALL TO ORDER**

15 Ms. Mullens called the meeting to order at 6:09pm.

16 Ms. Mullens thanked the administration for being here all summer and getting the
17 schedule straightened out and having all the student schedules go out promptly. She
18 thanked the staff that have been at school training all summer and the custodial staff who
19 did a great job. The custodial staff have had two summers of hard work and have done
20 excellent work.

21 **ANNOUNCEMENTS**

22 Principal's Report

23 Mr. Scully thanked the building and grounds crew for their amazing work. He thanked
24 the teachers who participated in extensive work to prepare for the year. He stated that it
25 is a myth that teachers have the summer off. He thanked Rhonda, Pam, and Sally for all
26 their hard work. Mr. Scully said goodbye to Lisa Kent and Kim Vitchkoski who have
27 taken positions elsewhere. He thanked them for all their hard work throughout the years.

28 Mr. Scully discussed the changes in the school and that they will have a night for parents
29 to see the changes. He discussed the career area, changes for the Dean of Students, the
30 school store, the life skills class for more student access, the Learning Commons, the
31 movement of technology support, the greenhouse being reclaimed, and the work on the
32 baseball field, softball field, and front field including new seating.

33 2014-15 calendar with additional 20 minutes

34 Mr. Scully stated that the school day would start at 7:25am and end at 2:23pm.

35 Mr. Gagnon passed out a sample of the new freshman schedule to the board. The staff
36 voted at the end of the year for a 3-day rotating schedule. This new schedule will allow
37 the school to plan for the year. There are now White, Gold and Black days. All classes
38 meet on a White days and Double blocks for Gold are periods 1,3,6,7 and Black days are

39 periods 2,4,6,8 blocks. There is still 30 minutes for lunch and 25 minutes for advisory.
40 There are 150 minutes period in three days. There was a great effort made to have equity
41 in the amount of time for all classes. He discussed the freshman orientation day and what
42 color day the year would start on. The seniors will welcome the freshman to the school
43 on Tuesday. The first week will be all white days and the school will start the rotating 3-
44 day schedule on the 8th.

45 Mr. Scully stated that the 20 minutes has been added to the instructional time. There are
46 longer periods on both single and double block days. They have been able to map out all
47 the way through February and this schedule will be better when a day is missed for snow
48 days. They have built in white days at the end of the trimesters so the schedule can
49 change with out classes being missed.

50 Mr. Maresco asked about issues with the schedule for Wintercession, the Senior Trip, and
51 other school activities.

52 Mr. Scully stated that the administration will finish mapping the year next week and can
53 he can give the Board more information then. The schedule handed out tonight was built
54 to help teachers with planning.

55 Mr. Gagnon stated that there will be a logjam at the end of the year and they have started
56 to slide things around to adjust for Senior Project week and other end of the year events.

57 Mr. Scully stated that the administration is supporting teachers with the change in the
58 calendar year and schedule during staff and faculty meetings.

59 Ms. Mullens asked if the school would be doing a survey of parents and students to see
60 what they think of the 8 period day. She asked if there has been any consideration to
61 adding questions about the number of double blocks per week and the length of the
62 double block.

63 Mr. Scully stated that yes a question about double blocks has been considered and there
64 will be a survey. The double block was based on research and the administration will
65 look at the recent research around the double block. He would also like to ask about
66 accessibility in the survey.

67 Ms. Harrow asked if all grades have a schedule similar to this freshman schedule.

68 Mr. Gagnon stated that the times are shifted for lunch and advisory, but all schedules
69 look the similar.

70 Mr. Scully stated that the only difference is the times, because passing time is not built
71 into the schedule.

72 Ms. Harrow stated that the school has lost the business and marketing teachers. Is there

73 anyone certified to teach those classes. She also asked about how the school is doing
74 with having teachers teach outside their area of expertise.

75 Mr. Scully stated that this topic is on the agenda for the September meeting. The school
76 increased the business and marketing position to a full time position and the hire is one of
77 the nominations tonight.

78 SHS Admin survey

79 Mr. Scully stated that they would share more about this later.

80 New Wellness Regulations

81 Mr. Scully stated that Danielle Collins presented to the staff last week and the school will
82 work hard to educate the community and the students. He stated that anything that
83 students eat at school must be from an approved list. This is a cultural shift for the school
84 and they will work to educate all of the people who will be affected by it.

85 Mr. Scully discussed the summer work around PACE and Common Performance
86 Standards. He discussed the move to full teaching loads, and how some teachers are
87 teaching new things. The summer work included Math work, existing course work and
88 work developing new courses.

89 Ms. Mullens stated that the principal's reports have been great and in the past Mr. Scully
90 has discussed putting them on a blog. This would be great for the community to see.

91 Mr. Scully met with Christina Len this summer and they almost have the blog ready to
92 go.

93 Mr. Brown stated that in the past kids were making videos to highlight what is happening
94 in the school.

95 Mr. Scully stated that, yes, the student videos will be included.

96 Community Council Report

97 Ms. Mullens stated that Community Council has not met yet and Jonah will be at the
98 September or October meeting.

99 Committee Reports

100 Mr. Maresco stated that he and Mr. Grondstra met with Mr. Miller to discuss the out of
101 season conditioning policy. It was a good discussion about the time commitment for
102 students and they do not want them to be over worked. Mr. Scully and Mr. Miller are
103 working on a draft for a school specific policy.

104 Mr. Scully stated that Mr. Miller would have a draft for the school specific policy, by late
105 September. He and Mr. Miller plan to have a meeting with the winter coaches to
106 introduce the school specific policy. Mr. Miller is already working with coaches to give
107 them a heads up about planning out of season training.

108 Mr. Maresco stated that they discussed having a limit to the number of students who can
109 come at a time and not having full team practices.

110 Mr. Scully discussed there are many leagues which are not part of school and that the
111 NHIAA is looking at the policy also. They have sent a survey to principals.

112 Mr. Grondstra asked if this is an official policy for the school and if there will be some
113 formality to go through the board. If they release it to the winter coaches then it should be
114 pre-release status or should get the board's approval first.

115 Mr. Warburton stated that the school could make a procedure and then work it through to
116 the policy level. Mr. Scully and Mr. Miller would be in charge if this stayed as a school
117 procedure.

118 Ms. Mullens stated that the NHIAA is looking at the policy also so it not only this school
119 that is having this issue. She asked if it makes sense to keep an ear out in case NHIAA
120 changes the policy.

121 Mr. Scully stated that they would keep an eye on what the state does and firm up the
122 school's policy/procedure.

123 Mr. Warburton stated that he has a friend on the board of the NHIAA and he will touch
124 base with him about what the changes maybe. He will email the board with an update.

125 Ms. Mullens discussed including this procedure/policy in the handbook and coaches
126 meetings. She thinks it is a good idea to have the Athletic Director oversee the approval
127 until there is a policy or procedure.

128 Ms. Harrow stated that there is a personnel policy that was an error and needs to be
129 approved, so the policy is in line with practice for payroll special cases. This policy
130 needs to be added to the September agenda.

131 **PUBLIC COMMENT**

132 No public present.

133 **CONSENT AGENDA**

134 Mr. Coughlan asked to pull the May and June minutes.

135 Mr. Maresco stated that he was supposed to make an adjustment to the May minutes and
136 he has not yet.

137 Ms. Mullens tabled the May minutes.

138 Mr. Coughlan asked to make the following changes to the June minutes: Line 70 Board
139 liaisons not lesions; Line 367 Mr. Warburton

140 Ms. Mullens asked to make the following changes to the June minutes: Line 126
141 Facques; Line 288-296 NWEA

142 **Mr. Grondstra made a motion to accept the June minutes as amended. Mr. Brown**
143 **seconded the motion and the vote was unanimous.**

144 **Mr. Coughlan made a motion to accept the August minutes. Mr. Grondstra**
145 **seconded the motion and the vote was unanimous, except Mr. Brown abstained.**

146 **Mr. Brown made a motion to accept the Consent Agenda containing the treasurer's**
147 **reports for April 2014 and May 2014, Payment procedures, Budget transfer Rebate**
148 **\$220 from Market Velocity, Inc./HP Catalyst for Change to offset General Fund**
149 **expenditures, Rebate \$1,760 from Market Velocity, Inc./HP Catalyst for Change**
150 **to offset General Fund expenditures. Mr. Maresco seconded the motion and the vote**
151 **was unanimous.**

152

153 **PRESENTATIONS**

154 **School Nutrition Proposal**

155 Ms. Shankel stated that Danielle Collins is in a class for her Masters program so she
156 cannot be here tonight. This discussion is about the consideration of SHS to leave the
157 National Lunch Program. The school would lose over \$55,000 in funding.

158 Ms. Shankel discussed hours of operations required and without the lunch program they
159 could offer longer hours and more options. They could also arrange staffing differently.
160 The new regulations allow for 14 a-la-carte items from the 220 that there use to be. The
161 nutritional considerations are the real reason to look at leaving the school lunch program.
162 The cost of the program has sky rocketed and the USDA is now forcing schools into less
163 appealing and less nutritious meals because of auditing. The audit is easier with required
164 labels, which means schools can no longer make things from scratch. Making food from
165 scratch is a big part of the food service program at SHS. Danielle spends a lot of time
166 analyzing each recipe's ingredients in order to not have processed food. The unintended
167 consequence of these regulations is less nutrition. The regulations are regulations are
168 motivated to improve nutrition in other districts. SHS would have an increase pricing if
169 the school leaves the lunch program. Although, students would not be locked into buying
170 a specific meal. They could create own meals that would be more appealing. The school
171 has already done surveys about the value of the meal. The surveys indicated that the

172 price was not high, but the value for the price was the issue. The meals are very small
173 servings for \$3.25. If SHS left the lunch program they would not have access to special
174 grants included with the Federal Lunch Program. The school has applied to the Farm to
175 School program and this would help with training and have an implementation grant after
176 the planning grant. They are hoping to get this grant. Other schools have left the federal
177 school lunch program and are free to serve what kids want like soda and French fries.
178 The federal government is looking at these regulations are likely to change them in 2015,
179 which is the year of reauthorization. The federal government is considering why schools
180 are leaving, the negative press from the new regulations, and the cost to schools. Without
181 the \$55,000 from the federal funding and a 14% increase for food service it would be
182 harder to make money. The recommendation for now is to remain in the federal lunch
183 program. Danielle believes they can work within those regulations to bring in things that
184 are creative and appealing to the students so that the students will participate in buying
185 food at SHS. They are trying to look to make changes to keep in compliance, but to keep
186 students desiring the school's food instead of going elsewhere.
187 Ms. Mullens thanked Ms. Shankel and Ms. Collins for their hard work and
188 recommendation.

189 Mr. Brown stated that he spoke with Ms. Collins at length. The school and SAU have a
190 real jewel in Ms. Collins. She works hard and if SHS does not receive the grant from
191 Farm to School, then they are going to get it next year. The educational part will be large
192 in the districts. When Ms. Collins wrote the grant and other schools hired grant writers.

193 The Board discussed the hard work Ms. Collins does and thanked her for her efforts.
194 They discussed how the grant would fit into the culture of the school.

195 Ms. Shankel stated they would find out about the grant in November.

196 **INFORMATIONAL**

197 2014-15 school board agenda items

198 Ms. Mullens stated that the agenda items for the year are laid out in the packet. She
199 worked with Mr. Warburton and Mr. Scully on the agendas. She asked the Board for
200 changes or additions.

201 Mr. Warburton stated that this board started this last year and he thanked Ms. Mullens for
202 her hard work with this. The other boards are now doing this also.

203 **ACTION ITEMS**

204 DOE/MS25

205 Ms. Shankel reminded the board about the documents for the two different departments
206 in the state. The purpose of these documents is for the Town to set the tax rate. The
207 documents are due September 1st. Ms. Shankel thanked the women in her office for their

208 hard work. This document is unaudited until December.

209 The revenue surplus is \$155,000 and the expenditures surplus is \$240,000. The school
210 had work that needed to be paid for so the year ended with a total of \$250,500. The
211 warrant article called for \$65,000 be put into the Expendable Trust and taken before the
212 surplus is returned. There will be \$185,528 for reduction in taxes.

213 The cost per pupil is \$18, 941 for FY14, which was a decrease of \$400 from FY13.

214 Ms. Mullens stated that this is the first cost per pupil decrease in years and the enrollment
215 is up this year. She thanked Ms. Shankel and Ms. Collins for their hard work.

216 **Mr. Coughlan made a motion to authorize the chair, superintendent and the board**
217 **to sign the DOE/MS25 as presented. Ms. Harrow seconded the motion and the vote**
218 **was unanimous.**

219 RSEC representative

220 Ms. Mullens stated that Mr. Coughlan has been the representative on and off and is
221 willing to be the representative again.

222 Mr. Coughlan stated that he is happy to be appointed.

223 Nominations

224 Mr. Warburton stated that he is bringing two candidates to the board and passed out
225 resumes. They are great candidates.

226 Mr. Scully stated that the school got lucky to find Holly. She is local and has great
227 connections. She will help to expand the business connections and also teaches at Nashua
228 Community College. He is excited to have Holly because she shares the school's vision
229 for the Marketing and Business program moving forward. He will share next week what
230 specific classes she is teaching.

231 Mr. Scully stated that Kate is a councilor from Pinkerton. Brian had been at SHS for a
232 long time and this was a big loss. Kate has done extensive work outside of guidance and
233 is great. She has fit right in and has been part of the discussion for the scheduling issues.
234 She is multi skilled and will help increase knowledge and experience around social and
235 emotional issues.

236 Mr. Scully stated that the school is looking to hire people with diverse skills sets and he is
237 excited to have both these people.

238 Mr. Warburton stated that these are excellent candidates. He would like to nominate these
239 candidates.

240 **Ms. Harrow made a motion to accept the Superintendents nominations of the two**
241 **candidates. Mr. Brown seconded the motion and the vote was unanimous.**

242 Mr. Scully stated that the school still has a Health and Wellness opening and a Reading
243 Specialist opening. The school made an offer to two candidates for the Health and
244 Wellness position. The 1st person took another position and other decided this is not what
245 he was looking for. Mr. Scully will keep the Board updated about these two positions.

246 **Mr. Brown made a motion to go into NON-PUBLIC SESSION – RSA 91-A: 3 II. (a)**
247 **(b) (c) at 7:20pm. Mr. Grondstra seconded the motion and the roll call was all yes.**

248