

1 **SOUHEGAN COOPERATIVE SCHOOL BOARD**
2 **Thursday, March 5th, 2015**

3
4 **PRESENT**

5
6 Souhegan Cooperative School Board: Mary Lou Mullens, Howard Brown, Peter
7 Maresco, Chris Janson, Pim Grondstra and Steve Coughlan

8
9 Administrative Team: Peter Warburton, Rob Scully, Nicole Heimarck, Meg Beauchamp,
10 Kathy White, Gigi Klippa, Peter Gagnon, and Karen Chininis

11
12 Minute Taker: Beth Penney

13 **CALL TO ORDER**

14 Ms. Mullens called the meeting to order at 6:03pm.

15 **ANNOUNCEMENTS**

16 Principal's Report

17 Mr. Scully thanked the Community Council and the whole school for the positive and
18 energetic Fang Fest. The Teacher Leader Effectiveness training continues for
19 administrators, coordinators, and faculty. The Learning Commons is being used and the
20 school is collecting data to determine how to better use this space going forward. There
21 are two sides to the Learning Commons space, one side is for collaborative work and the
22 other side is for quiet and silent work with peer to peer or student to teacher learning. The
23 School climate update was sent to the Board. The update uses information from the
24 Youth Risk Behavior survey. Mr. Scully discussed that programming that is happening
25 in the spring. The highest incidents are in tardiness, absences, violating off campus, etc.
26 The school will continue to address substance abuse and theft. The school will, also,
27 continue to look at trends and address behaviors. The math website is going well. The
28 website includes a student tip of the week and parent tip of the week.

29 Ms. Mullens stated that she did not see school Climate update.

30 Mr. Scully discussed how to find it and that it gives data from 2010 to now.

31 Mr. Scully discussed visits from people from an Arkansas school to look at individual
32 learning plans. A group from Providence will be coming in the spring. Souhegan
33 continues to create partnerships in the education world.

34 Ms. Mullens asked if there were coalition schools.

35 Mr. Scully state that he was not sure but many schools are adopting similar principles
36 even if they are not a coalition school.

37 Mr. Scully stated that the Guys and Dolls Musical is coming up. Several students are
38 participating in the Youth Art Exhibition and are being highlighted in March. The
39 Robotics Team did well and their next competition is in Durham in March.

40 Ms. Mullens asked Mr. Scully to explain Teacher Leader Effectiveness for the public
41 watching.

42 Mr. Scully stated that it is an approach that the school is adopting for evaluation, which
43 includes regular visits, valuable feedback, and reflections by the teacher. This approach
44 also comes with resources to better support teachers. The leadership team is getting into
45 classrooms more often with a shared language and now has resources to better support
46 the faculty. He will share more with the public once the school is more comfortable with
47 the program.

48 Community Council Report

49 Jonah Foulks thanked the Board on behalf of Community Council (CC) and the school
50 for putting their faith in the school for Fang Fest.

51 Ms. Mullens stated that she and Mr. Brown were at Fang Fest and it was great. There was
52 unity of the school and it was really nice to see.

53 Jonah Foulks stated that CC voted down a proposal about the NH Scholars Program. The
54 proposal was to get rid of the scholars program and it was voted down.

55 Ms. Mullens thanked the CC and the students who came to the last meeting. They
56 represented SHS well.

57 Committee Reports

58 No Committee Reports.

59 **PUBLIC COMMENT**

60 No Public present.

61 **CONSENT AGENDA**

62 Ms. Mullens pulled the leave of absence and the retirement request.

63 **Mr. Coughlan made a motion to accept the Consent Agenda containing the minutes**
64 **from February 18, 2015. Ms. Janson seconded the motion and the vote was**
65 **unanimous.**

66 Ms. Janson made the following changes to the February 18th minutes: Line 150: Sean
67 Whalen; Line 456: Catastrophic aide.

68 **Mr. Coughlan made a motion to accept the minutes as amended. Ms. Janson**
69 **seconded the motion and the vote was unanimous.**

70 **INFORMATIONAL**

71 Staff Breakfast

72 Ms. Mullens stated that the two possible dates are April 7th or May 12th.

73 The Board discussed that April 7th is second week of AP testing. May 12th will be the
74 staff Breakfast.

75 Board evaluation/goals

76 Ms. Mullens stated that the Board would establish new goals at the retreat. She sent the
77 Board an evaluation for the year and it is the same one as was used last year. She asked
78 the Board to fill it out by March 30th. Ms. Mullens will summarize the findings from the
79 evaluation at the April meeting.

80 NH Scholars

81 Ms. Mullens stated that this was discussed at CC, but also wanted to discuss it at the
82 Board level.

83 Mr. Coughlan stated that the discussion at Community Council helped to air the concerns
84 that he had.

85 Ms. Mullens stated that the Board could still discuss this further with the administration
86 after reading the CC minutes.

87 Update on Staff time missed

88 Mr. Scully stated that in the future he would be giving the Board updates via a link on
89 Sharepoint. He can do a half-year report and end of the year report also. He discussed the
90 reasons to collect this data. He discussed the columns and types of absences, and if a
91 substitute was needed. He stated that the total absences include times when someone is
92 out for even 30 minutes. The Distinct Dates is the total number of days. The Total hours
93 column is because of the hours based calendar, which includes the total substitute hours
94 needed. He will include this data in the monthly principals report.

95 Mr. Maresco stated that the total hours are 175 equivalent days, but only 40 days required
96 substitutes. He asked how could a teacher not require a substitute.

97 Mr. Scully stated that others in the school are covering many of those absences.

98 Mr. Warburton reminded the Board that this data includes the whole school staff not just
99 teachers, so some absences are administration and other non-teaching staff.
100 Administrators and other staff have to take school vacations off and are not part of their
101 contract.

102 Mr. Scully stated that total absences include all absences that could be any duration in
103 time.

104 Mr. Warburton stated that the Board will get this report each month and can look at it in
105 more detail at the end of each year and then compare year to year.

106 Ms. Mullens stated that just a link each month would be great.

107 **DISCUSSION**

108 School Board Administrative retreat

109 Ms. Mullens stated that they would find a date over email. She asked the Board for
110 agenda items. Ms. Mullens discussed the next Budget Study Committee will be in the
111 next few weeks.

112 The Board discussed that the retreat should be during April 18-22nd. Maryanne will send
113 out options for times to the Board.

114 Math program implementation

115 Ms. Mullens stated that she would like feedback for Ms. Heimarck on what the Board
116 wants to hear in the presentation. She stated that the presentation would include an
117 overview of implementation, how the implementation is going, and the paths to Calculus.

118 Mr. Maresco stated that kids in the middle are confused about what to take next year and
119 there is a lot of uncertainty. He wondered if there was something special being done for
120 kids now who are struggling trying to determine what to take for math next year.

121 Karen Chininis stated that the students are in the middle of course selection. Before
122 course selection started the councilors met with Anne Swift and department coordinators.
123 They went over the new pathways for students. During classroom discussions, the
124 councilors discussed options with students. All students meet with their councilors one
125 on one to ensure the students get questions answered before the online sign-up. Student
126 Services asks the math department to provide an excel sheet of what students are taking
127 and the recommended path for each student. Teachers also have conversations with
128 students and put the math course recommendation on the second term progress reports
129 also.

130 Mr. Coughlan asked if students understand that the spreadsheet is a recommendation or
131 do students think that is the course they have to take.

132 Ms. Chininis stated that if a student does not go with the recommendation then is there a
133 conversation with a parent. Students do have the feeling that they have control of their
134 choices. The school wants students to choose classes that they are going to be most
135 successful in. Teachers also have conversations with students too.

136 Ms. Mullens asked if there are opportunities to advance.

137 Ms. Chininis stated that there is an acceleration process.

138 Mr. Maresco stated that the path to calculus BC is more difficult and this is something to
139 watch.

140 Ms. Heimarck stated that Ms. Landwerhle is the point person for Math. She stated that
141 the presentation would include an overview of the new math program and
142 implementation of new math program. The Board will hear from teachers also. The
143 presentation to the Board will also include the course being added for next year and will
144 show the board that course.

145 Mr. Warburton stated that they wanted to discuss expectations for the presentation before
146 the presentation to ensure it is what the board wants.

147 **PRESENTATIONS/REPORTS**

148 **Suicide Prevention**

149 Dina Karlon and Sheelu Joshi Flegal thanked the Board for the opportunity to discuss the
150 program.

151 Ms. Karlon stated that suicide prevention is something the counselors have always been
152 proactive about and have a protocol that is followed if there is concern for a student. This
153 is a community issue as well as a school issue. SHS participated in a program to train
154 trainers using a grant. This program was a 3-day training of 15 staff, which then trained
155 all of the staff at SHS and AMS. This year the program presented peers training peers
156 and 25 students and 10 staff participated.

157 Ms. Joshi Flegal stated that faculty from student services, the school resource officer, and
158 teachers were the 10 staff members trained. The faculty nominated students and there
159 were 75 nominations. All of the nominations were then interviewed and 25 students were
160 chosen. Students have been presenting in Health Classed and they wanted to present to
161 the Board. This program is not to have kids council kids out of suicide, but is about kids
162 connecting kids to adults who can help. A student talking to students makes them much
163 more engaged in the material. She is proud of the students.

164 The Students took the Board through an exercise about, why suicide is hard to talk about
165 with people. The Board participated in an activity called "Hot Potato". The Board had to
166 offer ideas about why suicide is hard to talk about. Students discussed the importance
167 about why society needs to be able to discuss suicide so people can get help.

168 The Students gave the Board a PSA announcement about suicide.

169 Mr. Brown asked if the students were going to present to AMS.

170 Ms. Karlon stated that yes, and she hopes it will be include in the Project Safe Guard
171 program.

172 Ms. Joshi Flegal stated that these students are presenting to classes in hopes to reach all
173 kids at SHS.

174 The students will present in all wellness and health classes next year.

175 Ms. Mullens asked how other students respond to the presentation.

176 The Students stated that their peers are engaged by the presentation.

177 Ms. Mullens thanked the students. She stated that it is great that they were trained and
178 can help others. She learned some things from their presentation.

179 The Board congratulated and thanked the students.

180 Ms. Karlon stated that the group of students is mostly Freshman and Sophomores, but
181 there are a few Juniors and Seniors. They will continue to train students each year.

182 Ms. Janson suggested that they tape the PSA and put it on the website.

183 Mr. Maresco stated that they would try to get out to the community also.

184 **ACTION ITEMS**

185 Policy JKAA – Use of Physical Restraint, Seclusion and Intentional Physical Contact

186 Mr. Warburton stated that this is the version including the corrections made at the SAU
187 meeting.

188 **Mr. Brown made motion to accept policy JKAA. Mr. Grondstra seconded the**
189 **motion and the vote was unanimous.**

190 2015-16 and 2016-2017 school year calendars

191 Mr. Warburton discussed the changes made including the NH Primary date and late
192 starts.

193 The Board discussed the start of the year and how it is later because Labor Day is later.
194 The Board discussed how the calendars would be a little fluid, but major dates will stay
195 the same. People seem happy with the idea of a two-year calendar.

196 Mr. Warburton stated that the Boards would come back in two years to create the next
197 calendar.

198 **Mr. Coughlan made a motion to accept the 2015-16 and 2016-2017 school year**
199 **calendars. Mr. Maresco seconded the motion and the vote was unanimous.**

200 Letter to DOE Commissioner

201 Mr. Warburton gave the Board copies of a letter to the DOE Commissioner. He discussed
202 reason for the misappropriation. A student was put into the wrong catastrophic aide,
203 which left SHS short. The letter states what happened and asks for a meeting with the
204 commissioner. He will mail the letter tomorrow.

205 Ms. Mullens stated she is glad the Board is doing this. This issue did put the Board in a
206 tight position.

207 Mr. Grondstra asked if there is any possibility of this being reversed.

208 Mr. Warburton stated that he would have more information once he talks to the
209 commissioner. He has a sense she will listen and get back to the SAU with a reasonable
210 answer. He asked the Board to write to State and US, congress and senators to discuss
211 the unfunded special education mandates.

212 **Mr. Coughlan made a motion authorize the superintendent to send this letter to the**
213 **DOE Commissioner. Mr. Grondstra seconded the motion and the vote was**
214 **unanimous.**

215 Habitat Field trip

216 Mr. Gagnon stated that her brought this same trip last year. Students will travel to
217 Alabama the last week in October. He discussed the concerns last time this was
218 discussed, including the 5 days of missed class time. The reason the trip is in October is
219 because there is limited Habitat for Humanity opportunities during the winter and spring
220 is too busy for seniors. The cost of the trip is \$1100-1200 and they will work through
221 Aristo Travel. The leader is a Learning Specialist, who will find internal coverage while
222 he is gone. Mr. Gagnon surveyed students about the impact on academics and students
223 felt there was minimal impact if any. While on the trip they had opportunity to do school
224 work.

225 Mr. Brown asked if there is an age limit.

226 Mr. Gagnon stated yes, students have to be 16, but this is a senior trip only. There is a
227 Habitat trip during Wintercession for sophomores.

228 Mr. Maresco asked if Mr. Gagnon had asked about the educational impact on small
229 classes at SHS who were missing students.

230 Mr. Gagnon stated that he does not have the sense from classroom teachers that this is an
231 issue because the trip is so small it does not have impact on classes. The trip limit is 10
232 students. The trip is at the discretion of the students if they want to miss class time.

233 Mr. Coughlan stated that the teacher who leads this trip is retiring, so this may be the last
234 one.

235 Mr. Gagnon stated that he is not sure if anyone will pick this particular trip up and at this
236 point the school is not authorizing former staff members to lead trips.

237 Mr. Grondstra suggested moving the trip up 2 weeks to encompass Columbus Day
238 weekend, so less days of school are missed.

239 The Board discussed not giving permission to trips where students miss school time. The
240 board discussed the length of the trip and the use of Columbus Day weekend. The trip
241 could go Friday-Tuesday so students miss less school time.

242 Mr. Gagnon stated that he knows class time is a concern of the Board, but this trip was
243 approved last year. He can bring the Board's suggestion back to the coordinator of the
244 trip.

245 The Board discussed the decision and discussion last year. They determined it is worth
246 going back to the coordinator to ask about using the Columbus Day weekend. The Board
247 asked Mr. Gagnon to go back and ask coordinator to bring back for next month.

248 Ms. Mullens thanked the food service director and cafeteria for providing food for the
249 Board tonight.

250 Mr. Warburton thanked Peter Maresco for his service on the Board. He stated that Mr.
251 Maresco speaks his mind and he remembers when he came on the visit when him when
252 he was a superintendent in Pembroke. He thanked Mr. Maresco for the work he has done
253 and time committed to the district.

254 Ms. Mullens thanked Mr. Maresco, also.

255 **Mr. Maresco made a motion to go into NON-PUBLIC SESSION – RSA 91-A: 3 II.**
256 **(a) (b) (c) at 7:29pm. Mr. Brown seconded the motion and the roll call was all yes.**

257 **PRESENT:**

258

259 **SCSC Board Members:** Mary Lou Mullens, Howard Brown, Pim Grondstra, Steve
260 Coughlan, Christine Janson, Peter Maresco

261

262 **Administrators: Superintendent** Peter Warburton, **Principal** Rob Scully, and
263 **Director of Curriculum & Professional Development** Nicole Heimarck

264

265 **Minutes taken by Howard Brown**

266

267 **Non-Public Session**

268

269 Entered the non-public session from public session at **7:34 pm**.

270

271 **Nicole Heimarck discussed Smarter Balance testing.**

272

273 At 7:50 pm **Nicole Heimarck** departed.

274

275 **The board discussed a retirement request.**

276

277 **The board discussed foreign language.**

278

279 **MOTION TO EXIT NON PUBLIC SESSION:**

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281 At 8:31 pm **Pim Grondstra** made a motion to exit non-public session. Motion
282 seconded by **Steve Coughlan**. Unanimously accepted by roll call vote: Coughlan:
283 yes, Grondstra: yes, Janson: yes, Mullens: yes, Brown: yes, Maresco: yes.

284

285 At 8:31 pm **Pim Grondstra** made a motion to accept **Patricia McMullen's**
286 retirement request, with regrets. **Peter Maresco** seconded the motion. After a
287 lengthy discussion the board accepted the request, with regrets, but unanimously
288 declined the early retirement package.

289

290 **MOTION TO ADJOURN:**

291

292 At 8:32 pm **Peter Maresco** made a motion to adjourn the meeting, his final school
293 board meeting. **Steve Coughlan** seconded the motion and was unanimously
294 accepted.