

42 Administrative Team: Peter Warburton, Jon Ingram, Betty Shankel, Rob Scully, Nicole
43 Heimarck, Deb Richard, Renea Sparks, Gigi Kilpa

44 Minute Taker: Beth Penney

45 **CALL TO ORDER**

46 Ms. Janson called the meeting to order at 6:33pm.

47 **ANNOUNCEMENTS**

48 Principal's Report

49 Mr. Ingram stated that he would give the first official principal's report in September.
50 Today was the last of day of the staff retreat. He thanked all who attended. The retreat
51 started the year with a great tone. He will share a video at a later date. Mr. Ingram
52 discussed how the year was framed and how time was spent at the retreat. All of the staff
53 visited all of the schools in the district to better understand the students and their needs
54 and to strengthen the personal connections made with the students.

55 Community Council Report

56 No Report.

57 Committee Reports

58 Ms. Mullens stated that the Athletic Fundraising Committee met. They will bring the
59 board an update, come to the board if they want to spend money, and they are looking
60 into a feasibility study.

61 Ms. Janson stated that the Communications Committee now has a Community Council
62 member as part of the committee. The committee came up with an editorial calendar. The
63 board can be part of the decisions made.

64 **PUBLIC TIME**

65 Regina Wesson from Mont Vernon stated that she would like to propose a new protocol
66 for when a faculty member bullies a student. She feels this is an ongoing issue and the
67 problem and the protocol is complex for both students and parents.

68 Ms. Janson asked if she had a proposal for a new protocol.

69 Ms. Wesson gave the board information about proposed legislation from New Jersey.
70 She stated that she is not sure what the correct protocol should be. Currently, there are
71 complaints and there is no communication between people within the building. There
72 needs to be more communication within the school to protect children and help them feel

73 safe.

74 Ms. Janson stated that the SAU board is working on a Staff Conduct Policy and the
75 boards are looking at it.

76 Ms. Wesson stated that the school does not have complete protocol. The children are
77 victimized and there is no protection for them. The faculty is in power and the student is
78 weak.

79 Ms. Janson asked Ms. Wesson to be in touch, personally, so the board can look at the
80 issue further.

81 Ms. Wesson agreed.

82 Ms. Mullens asked Ms. Wesson for a copy of the NJ legislation and a study that was done
83 on teachers and bullying

84 The Board thanked Ms. Wesson

85 Len Gerzon addressed the board as a candidate for State Representative for Amherst/
86 Bedford. He is a democrat and is available offline to the board members and the SAU to
87 discuss legislature.

88 **CONSENT AGENDA**

89 Mr. Coughlan asked to pull the minutes.

90 **Mr. Brown made a motion to accept the Consent Agenda containing the Treasurer's**
91 **Report for May 2012, Unanticipated Revenue - Donations to Student Activity Fund**
92 **- \$1,000.00 from Thomas & Carol Lewis to First Robotics Club, and the Budget**
93 **transfer. Mr. Coughlan seconded the motion and the vote was unanimous.**

94 Mr. Coughlan asked to make the following changes to the minutes: Klipa has one p, line
95 18: serve on council, 28: short letter, 55: MASH, Line 98:board's, Line 100: more used to
96 the new process, line 298: remove B., line 302: Capitalize Office of civil rights, Line 357,
97 361: Coughlan is miss spelled

98 Ms. Mullens asked to make the following changes to the minutes: Nan Stearns

99 Mr. Maresco asked to make the following changes to the minutes: line 99: Pim had
100 budget info well organized

101 Mr. Warburton asked to make the following changes to the minutes: NECAP has no
102 meaning for some students in relation to the SAT

103 Ms. Harrow asked to make the following changes to the minutes: Line 57: Coalition of

104 Essential Schools

105 **Mr. Coughlan made a motion to accept the minutes as changed. Ms. Harrow**
106 **seconded the motion and the vote was unanimous.**

107 **PRESENTATIONS/REPORTS**

108 Enrollment Numbers

109 Ms. Shankel stated that the Agenda Packet has the historical and projected enrollment
110 numbers from 2002 to 2020. The teacher to student ratio was not kept for all of the years,
111 but the numbers that were kept are on the website. It is easier at the high school level to
112 do projections. Enrollments are falling precipitously in the lower grades. SHS will
113 remain over 800 out to 2019. This gives the SAU framework for budgets and staffing.
114 Currently, there are 811 students enrolled for this year, but this is not a final number. The
115 school will likely have a few more students and enrollment could be as high as 820
116 students.

117 Mr. Ingram stated that registration is Monday and the school will probably register 8-10
118 more students.

119 Ms. Shankel stated that the final count is as of Oct. 1.

120 Mr. Warburton stated that at the SAU meeting the boards would have a scope of all
121 schools to see patterns.

122 Mr. Maresco stated that the board had discussed the student to teacher ratio last meeting
123 and thought that he remembered that there was something that biased the numbers.

124 Ms. Shankel stated that there are many ways to break the numbers down. The SAU
125 choose to show the student to teacher ratio when support staff, including nurses and
126 councilors, is removed. This is what the Department of Education does and this way SHS
127 can be compared to other school districts.

128 Ms. Shankel reminded the board that when comparing numbers they needed to compare
129 apples to apples because school districts are compared. SHS's district is grades 9-12 and
130 if we were to compare SHS to Bedford, which is pre-K – 12 it would be hard to compare.
131 It is better to compare high school to high school.

132 Mr. Coughlan stated that 811 is low and asked why the number dropped from what was
133 projected.

134 Mr. Ingram stated that the registrar thought that there was a lower rate of incoming
135 students; last year had 40 and this year only 20 students. There were also many students
136 leaving the district for various reasons. This was not a normal summer for this district.
137 There will be another spike because of the number of houses on the market.

138 Mr. Warburton stated that Mont Vernon is seeing fluxions too because of home

139 education, charter schools, and people physically moving. School's are seeing this in the
140 state and nationally.

141 Preliminary costs for NH Retirement and Healthcare

142 Ms. Shankel stated that these items have been a strain on the budget in past years, so she
143 wanted to give the board a heads up now. 35% of NH retirement four years ago was
144 carried by the state. Over the past years the percentage from the state has gone to zero.
145 The state has passed 60 million dollars to schools and municipalities. This has caused a
146 huge spike in taxes at the local level. People are now seeing these costs in their property
147 tax and it is difficult for all people to deal with. Health insurance has jumped each year
148 by 10%-21%. These increases are difficult to handle in the budgets. The SAU has tried
149 to decrease costs by changing plans, which the benefits to employees are less, but the
150 increases are still rising. The health insurance increase for this year will be between 7.5
151 and 10%. NH retirement rates will see a 9.7%-13.16% increase (these numbers are
152 proposed and not voted on yet). The school's budget will have to deal with both of these
153 large increases. 13.6% of the FY13 budget is NH retirement. These increases will
154 automatically add almost \$300,000 additional costs and 1.5% onto the budget.

155 **DISCUSSION**

156 Policies

157 EEAA – Video Surveillance on School Property

158 Mr. Brown stated that the policy committee has not met yet and he would like to bring
159 this policy to the policy committee first. There are several individuals trying to rewrite
160 the policy itself, and they need to meet as committee to put the policy back together.
161 Once this is done the policy will come back to the SAU board. The committee will meet
162 before the next meeting. SHS uses surveillance that is different from the other schools, so
163 we will have a different policy.

164 The board discussed having PPC look at this policy.

165 Changing date of FY14 Deliberative Session

166 Mr. Warburton stated that there were very few people at the deliberative session. He
167 would like to change the date of the deliberative session to a Saturday to try to bring
168 more people out.

169 Ms. Shankel stated that the window would allow for the opportunity for two different
170 Saturdays and may be more accessible to people.

171 Mr. Warburton stated that in his previous districts when the deliberative was held on a
172 Saturday they saw higher attendance.

173 The board discussed why the deliberative sessions have had low attendance and why
174 Saturday may be a good change. The board agreed to try the date change.

175 Mr. Warburton asked the board members to talk to people and get some feel for the idea.
176 He will put this topic on the September agenda.

177 Ms. Harrow asked to put the Amherst and SHS deliberative sessions on the same
178 Saturday, so people only have to come out once.

179 **INFORMATIONAL**

180 New Hampshire DOE Technical Advisory-HB 545

181 Mr. Warburton stated that there are some changes to Home Education. People use to have
182 to bring curriculum to the SAU, to ensure there was progress. Over the years changes
183 have been made so that the SAU has no say in what happens and a parent only has to
184 apply once, not every year. There is no measure of achievement and very little oversight
185 on Home Educated students.

186 Ms. Heimark stated that an application letter is good for a lifetime, unless the parent
187 revokes the letter. It is hard to hard to keep track of students and as of June 2012 parents
188 will no longer have to submit an end of year evaluation to the SAU.

189 Mr. Warburton stated that the point of this advisory is to look at the monitoring of the
190 Home Education students.

191 The board discussed that Home Education students do not have a state ID unless they
192 have been enrolled in a public school. The state does offer virtual learning through the
193 Virtual Learning Academy, which is an accredited charter school. Home-educated
194 students could come to the public school to take the NWEA free of charge and the SAU
195 would welcome them to do that.

196 NEASC – New England Association of Schools and Colleges

197 Mr. Ingram stated that this is a 10-year process where the school is visited and accessed
198 for accreditation. At 5 years there is a mid-cycle check in. The last time the association
199 came they made recommendations to SHS and the 5-year check-in allows the school to
200 share where it is in the process. 2014 is the 10-year mark.

201 The board discussed that Colleen Meaney did a great job preparing the letter, working
202 with the association, and helping the association better understand the school. They also
203 discussed that the association grades hard and the school did well.

204 **ACTION ITEM**

205 DOE/MS25

206 Ms. Shankel stated that these are the reports that are sent to the state to give the overview
207 of our financial activities over the year. SHS had a surplus in expenditures and had more
208 revenue than expected, but had expenses for security and the Expendable Trust. The
209 surplus was \$79,218, but the numbers are not hard and fast until the audit in December.

210 **Ms. Harrow made a motion to authorize the board members and the superintendent**
211 **to sign the DOE and MS25. Mr. Coughlan seconded the motion and the vote was**
212 **unanimous.**

213 Ms. Harrow made a motion to go into NON-PUBLIC SESSION RSA 91-A:3 II.
214 (a),(b),(c) at 7:30 p.m. Mr. Maresco seconded the motion and the roll call was all yes.

215 **PRESENT:**

216 SCSC Board Members: Steve Coughlan, Peter Maresco, Christine Janson, Mary Lou
217 Mullens, Howard Brown, Fran Harrow

218
219 **Administrators: Superintendent** Peter Warburton, **Principal** Jon Ingram, **Dean**
220 **of Faculty** Gigi Klipa, **Dean of Students** Rob Scully

221

222 **Non-Public Session**

223

224 **At 7:32 pm** Souhegan School Board re-entered the previously recessed non-public
225 meeting.

226

227 **A discussion regarding concerns on the meeting for sexual harassment review**
228 **continued.**

229

230 **The board discussed Professional Nominations.**

231

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

233

234 **At 9:07 hrs** Steve Coughlan made a motion to exit non-public session. Motion
235 seconded by Fran Harrow. Unanimously accepted by roll call vote: Coughlan: yes,
236 Janson: yes, Maresco: yes, Mullens: yes, Brown: yes, Harrow: yes.

237

238 Steve Coughlan made a motion to accept the Professional Staff Nominations as
239 presented. Fran Harrow seconded the motion and was unanimously accepted.

240

241 **Principal** Ingram provided the following nominations for the Professional Staff:

242

| | | |
|-----|-------------------|---|
| 243 | Michelle Castell | World Language Teacher (.5 position) |
| 244 | Sarah Sandri | English Teacher |
| 245 | Matthew McDonald | English Teacher |
| 246 | Jacquelyn Malloy | Science Teacher (1 year, .5 position) |
| 247 | Richard Bergskaug | Special Education Teacher (.5 position) |
| 248 | Stephen Anderson | Math Teacher |
| 249 | Ryan Lemieux | Math Teacher |
| 250 | Amy Lashua | Special Education Teacher |
| 251 | Kimberly Paniaqua | English Teacher |
| 252 | Laureen Dorow | School Psychologist |
| 253 | Kathleen White | Interim Dean of Faculty (1 year position) |

254 **MOTION TO ADJOURN:**
255 At 9:15 hrs Fran Harrow made a motion to adjourn. Motion seconded by Peter
256 Maresco and was unanimously accepted.
257
258