

1 **Souhegan Cooperative School District**
2 **Thursday, March 8, 2012**

3
4 **PRESENT**

5
6 Souhegan Cooperative School Board: Chair Chris Janson, Howard Brown, Steve
7 Coughlan, Jeanne Ludt, Mary Lou Mullens, Fran Harrow, and Pim Grondstra

8
9 Administrative Team: Peter Warburton, Jon Ingram, Betty Shankel, Renea Sparks, Gigi
10 Klippa, Colleen Meaney

11
12 Community Council: Scott Doyle

13
14 Minute Taker: Beth Penney

15
16 **Call to Order**

17
18 Ms. Janson called the meeting to order at 6:08pm.

19
20 Ms. Janson stated on behalf of the Souhegan Community the board would like to extend
21 their greatest sympathy to the family of Sally Groves. She was part of this school from
22 the beginning and she will be dearly missed.

23
24 **Announcements**

25
26 Principal's Report

27
28 Mr. Ingram introduced 3 of the 4 Indoor track captains.

29
30 The captains discussed that at the state meet the team had a diverse group of students
31 with a lot of winners and people who were right behind them. The strong team
32 performance and good coaches helped them to win the State Championship. They have
33 had similar success throughout the season. This is a great team all around and there was
34 no single individual who carried the team. The team scored in every event except one.
35 They discussed how they are excited for the outdoor track season and that there is still a
36 relay team going to the national competition in New York.

37
38 The board and the captains discussed specific individuals on the team, the make up of the
39 team, and the promise for the years to come.

40
41 The captains presented the board with the state championship plaque and the board
42 congratulated the team.

43
44 Mr. Ingram discussed other athletic teams doing well including Boys Basketball who
45 defeated Hollis, and was 5th seated before the Bedford game. He also discussed the Girls

46 Basketball team and how they might repeat their last years state championship game
47 against Kearsage at SNHU on Sat. He wished both teams the best.

48
49 Mr. Ingram discussed video signage in the building and how it was in the budget and then
50 was taken out. The technology department has some funds this year and Mr. Ingram will
51 be coming back to the board to ask for transfers to buy the digital signage this year. AMS
52 will have digital signage in the cafeteria by the next meeting.

53
54 Ms. Ludt stated that Courtney Banghart, a SHS graduate, received the NCAA coach of
55 the year award.

56
57 Mr. Ingram stated that he would reach out and congratulate her.

58
59 Mr. Ingram gave an update on the task forces including the following points: TREK is
60 done, Scheduling is close to making final recommendations, and Advisory will be
61 making final recommendations soon also.

62
63 Community Council Report

64
65 Scott Doyle stated that planning Fang Fest consumed Community Council (CC), and that
66 they had voted down the skits for Fang Fest. Fang Fest went well. CC will be getting
67 back on track next week looking at new proposals.

68
69 Ms. Mullens stated that many CC students had a lot of pressure put on them about the
70 skits, and that 80 students showed up to appeal the decision. The Administration
71 discussed with CC the quiet voices that were not heard during the appeal. CC stepped up
72 and did a great job discussing and making a hard decision about the skits.

73
74 The board congratulated Scott on his college acceptance.

75
76 Committee Reports

77
78 Mr. Brown stated that the policy committee is meeting Wednesday.

79
80 Public Time

81
82 No Public Present.

83
84 Consent Agenda

85
86 Mr. Coughlan asked to remove the minutes from February 2nd.

87
88 **Ms. Harrow made a motion to accept the consent agenda containing the Minutes**
89 **from January 31, 2012 and February 6, 2012, the Treasurer's Report,**
90 **Unanticipated Revenue- Donation to Student Activity Fund - \$560.00 and a Budget**
91 **transfer. Mr. Coughlan seconded the motion and the vote was unanimous.**

92 Mr. Coughlan made the following changes to the minutes: Page 6 line 208, council verb
93 not noun; line 216/217 not the school's job to police social network sites

94

95 **Ms. Mullens made a motion to accept the February 2nd minutes as changed. Mr.**
96 **Coughlan seconded the motion and the vote was unanimous.**

97

98 **Discussion Items**

99

100 Policy

101

102 Mr. Brown stated that the committee is still working on the staff ethics policy. The
103 animal policy needs to be fixed and both policies will be worked on at the meeting
104 Wednesday.

105

106 Mr. Warburton stated that the board would have something from the committee at the
107 next meeting.

108

109 Ms. Ludt asked when the committee would address the policy around security cameras.

110

111 Mr. Brown stated that they do not have a date yet, but can set one at the next meeting.

112

113 Mr. Warburton stated that they would make time at the next board meeting to discuss this
114 policy before anything happens.

115

116 Ms. Harrow stated that the personnel policy meeting discussed bullying and harassment
117 distinctions. The information may be helpful and change how we are approaching things
118 because there are legal definitions. The lawyer at the meeting was going to forward the
119 information to Mr. Warburton.

120

121 Ms. Ludt asked Mr. Warburton to share this information with the board.

122

123 Café, Wellness, OT/PT spaces

124

125 Mr. Warburton discussed looking at the spaces at the April or May meeting to see what
126 changes have been made.

127

128 Ms. Shankel discussed the Fresh Vending that has arrived for the Annex. She discussed
129 how it is different than the dining line because there is not a person there if a student's
130 card has issues. The Fresh Vending will be in the Fish Bowl, set up by March 26th, and in
131 operation shortly after. They will also add more tables in the Fish Bowl. The athletes
132 after school, who are looking for food, now can get it because of the Fresh Vending
133 machine. This machine will benefit the students in more ways than one. The machines
134 will only accept the student cards; the other vending machines will take money.

135

136 Mr. Ingram stated that the tables being added should help students eat in the annex. A
137 second table will be placed by the stairs and some may be added outside the video room.

138

139 Ms. Shankel stated that Danielle, the nutrition director, has started recreation programs
140 for students including Zumba and Yoga. She is looking at total wellness.

141

142 Ms. Sparks stated that the OT/PT space is now where the weight room used to be. With
143 all of the moving around there was not a space for this to happen and students were
144 getting their services in the hallway. They are using savings to buy \$700 worth of
145 equipment to equip the room.

146

147 Mr. Ingram stated that they still have risers stored in that room and he is working with
148 Jim Miner to look at storage for risers and tables. There has been discussion about
149 moving things to the Bean house, but the concern is about accessibility.

150

151 Ms. Ludt discussed moving yearbook to the library and using the yearbook room for
152 storage.

153

154 Mr. Ingram stated that they are looking at those configurations for next year and that
155 could be a solution.

156

157 Survey of Graduates

158

159 Mr. Warburton stated that he talked to the UNH survey center and the cost of a survey
160 would be between \$2500-\$3000 with print outs and data. He also discussed how each
161 graduating class from SHS has their own Facebook page.

162

163 Mr. Ingram discussed how Maggie Paul is exploring ways to reach out to the alumni
164 using Facebook. They are also looking at making a list serve when alumni reach out to
165 the school to gather basic information from them.

166

167 Mr. Warburton stated that the price will not change and the board does not need to make
168 a decision tonight. This can wait to see what the surplus looks like. He will put the
169 survey on the agenda in May. If they decide to go ahead with the survey the
170 administrative team and board volunteers would meet with the UNH survey center to
171 design the survey. Mr. Warburton discussed surveys done at other school districts he has
172 worked in.

173

174 Ms. Ludt suggested asking alumni for money for the new stadium once they have a list of
175 alumni.

176

177 Mr. Ingram discussed a meeting with the communications committee about using social
178 media to raise money.

179

180 The board, Mr. Ingram, and Mr. Warburton discussed the status of the fund raising
181 committee for athletics. Mr. Bigley just gave Mr. Ingram a proposal about how to go
182 about raising the funds necessary. They will share the proposal at the April meeting. The
183 board will discuss a little part of this in non-public session.

184

185 **Presentations**

186

187 NEASC

188

189 Mr. Ingram discussed the NEASC progress report. He stated that the board, next week,
190 would receive the 5 yr. report. The work continues and many of the recommendations
191 are not quick fixes. Many of the issues were facilities changes, which have been fixed
192 with the work from the Gale report. Some items were rejected because they no longer fit
193 a situation or it does not align philosophically with what we are doing as a school. Some
194 of the recommendations have money attached to them so they are happening in the next
195 year. He stated that NEASC gives recommendations and this is just one measuring tool.
196 The school also has to hold to the standard of the mission and the common principles.
197 The school takes the NEASC recommendations and incorporates them into the existing
198 structure.

199

200 Mr. Warburton stated that this would be on the agenda next time.

201

202 Mr. Ingram discussed how the standards have changed between the NEASC visits so the
203 report will have a lot of repetition.

204

205 **Action Items**

206

207 2012-2013 Calendar

208

209 Ms. Ludt stated that the administration did a good job making corrections and
210 clarifications. She asked that the phrase “last day of school will be” be changed to make
211 the wording less strong. She suggested changing the phrase to “projected to be”.

212

213 Ms. Janson asked why the Sr. project late start dates were not on the calendar.

214

215 The administration and the board discussed that these dates are always added later in case
216 the timeline of Senior project changes. There is already discussion this year about
217 changing the timing of Sr. Project.

218

219 The administration and the board also discussed why SHS graduation is the only
220 graduation on the calendar and it is because the high school can go fewer days before
221 graduation. The other schools graduations have to include snow days before they can be
222 determined.

223

224 **Ms. Ludt made a motion to approve the calendar as amended. Mr. Coughlan**
225 **seconded the motion and the vote was unanimous.**

226

227 Resignation

228

229 Ms. Janson read a letter of resignation from the Dean of Students, Bob Thompson, who is
230 leaving to become Principal of Hollis/ Brookline Middle School. She stated that he is
231 going to be missed and the board wishes him well.

232

233 Mr. Warburton recommended with regret to accept this resignation.

234

235 **Ms. Harrow made a motion with regret to accept the resignation of Bob Thompson.**

236 **Mr. Grondstra seconded the motion and the vote was unanimous.**

237

238 Mr. Ingram stated that the leadership team met to discuss the big picture about
239 administrative restructuring. They decided to post the position as is, hire, and then look
240 at the new administrative teams strengths and weaknesses and the needs of the school. He
241 discussed the timeline of the process and stated that the new team would present a plan to
242 the board by October next fall as to what is the best leadership structure for the school
243 would be for the following year.

244

245 The board, Mr. Warburton, and Mr. Ingram discussed that the position will be posted
246 soon and it will be a nation wide search. They are hoping for someone with coalition
247 background. The interview process will involve board members. They also discussed
248 how important this hire is for the school, the different aspects of the position, and how the
249 job description could change.

250

251 Ms. Janson stated that this is Ms. Ludt's last meeting. She expressed how much the board
252 is going to miss her. She state that it has been an honor to have served with her and
253 thanked Ms. Ludt.

254

255 Ms. Ludt told the board that it has been a privilege to work with all of them. She stated
256 that she is sad that it is going to end and that she will miss the board.

257

258 Ms. Janson called a short recess at 7:08pm before going into Non-Public Session.

259

260 **PRESENT:**

261 SCSC Board Members: Steve Coughlan, Jeanne Ludt, Christine Janson, Mary Lou
262 Mullens, Howard Brown, Pim Grondstra, Fran Harrow

263

264 **Administrators: Superintendent** Peter Warburton, **Principal** Jon Ingram

265

266 **Motion to Enter Non-Public**

267

268 **At 7:30 pm** Fran Harrow made a motion to enter non public session. Motion
269 seconded by Steve Coughlan. Unanimously accepted by roll call vote: Coughlan: yes,
270 Grondstra: yes, Janson: yes, Ludt: yes, Mullens: yes, Brown: yes, Harrow: yes.

271

272 **SHS Professional Staff Nominations and administration evaluations were**
273 **discussed.**

274

275

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

277

278 At 7:35 pm Steve Coughlan made a motion to exit non public session. Motion
279 seconded by Fran Harrow. Unanimously accepted by roll call vote: Coughlan: yes,
280 Grondstra: yes, Janson: yes, Ludt: yes, Mullens: yes, Brown: yes, Harrow: yes.

281

282 **Motion**

283 Fran Harrow made a motion to move the list of nomination of professional
284 contracts. Motion was seconded by Pim Grondstra and was unanimously accepted.

285

286 **MOTION TO ADJORN:**

287 At 7:43 pm Jeanne Ludt made a motion to adjourn. Motion seconded by Mary Lou
288 Mullens and was unanimously accepted.

289