

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32

# SOUHEGAN COOPERATIVE SCHOOL BOARD

THURSDAY, May 3, 2012

## PRESENT

Souhegan Cooperative School Board: Chair Chris Janson, Howard Brown, Steve Coughlan, Mary Lou Mullens, Fran Harrow, Pim Grondstra and Peter Maresco

Administrative Team: Peter Warburton, Jon Ingram, Betty Shankel, Renea Sparks, Bob Thompson, Colleen Meaney

Minute Taker: Beth Penney

## CALL TO ORDER

Ms. Janson called the meeting to order at 6:02pm.

Appointment of school district clerk and treasurer

**Ms. Harrow made a motion to appoint Ann Logan as treasurer and Nancy Baker as district clerk. Ms. Mullens seconded the motion and the vote was unanimous.**

Mr. Coughlan swore in Ann Logan.

## ANNOUNCEMENTS

Principal's Report

Videos shown were from Nathan Carle explaining the proposed schedule change, Maggie Paul inviting the board to Run for Hope, which is happening on the Tuesday after Memorial day, Dick Miller inviting the board to the 190 Senior Project presentations, John Ranta explaining the progress of the Advisory Task Force, Andy Emerson discussing feedback about Wintersession from parents and students, and Bruce Wasson discussing the installation of the new compressor, which will be operational by Monday or Tuesday.

Mr. Ingram discussed the process for the proposed schedule, which includes the Community Council voting in the fall, having parent forums and the proposal being brought to the board. He also discussed the idea from the 10<sup>th</sup> grade teachers about moving the dates of Wintersession into April. That would allow for more local trips to bring cost down. There could also be more day trips, which would be a series of day experiences and students would stay at home over night. The school has been looking at how the date change would impact athletics. There will be a presentation to the board in June if the teachers decide they want to move forward with the idea. There will also be a video in June discussing the results from the parent survey about Wintersession.

33 Mr. Brown stated that he liked having the videos for the principal's report.

34 Community Council Report

35 Ms. Mullens stated that the council is still going through the by-laws and there has been  
36 more discussion than anticipated. The next thing is to discuss the scheduling  
37 recommendations.

38 Committee Reports

39 Mr. Brown stated that the policy committee has two policies coming later on in the  
40 meeting.

41 **PUBLIC TIME**

42 David Chen of 15 Martingale Rd. Amherst came to address the board.

43 He stated that he is not disgruntled parent and that his kids have long left SHS. He  
44 thanked the board for listening. He has been a supporter from day one of the school and  
45 has spent hours on the curriculum committee before the school was open. He has not  
46 been by standard, and has sat on a committee with Fran Harrow, has been a coach, has  
47 been on the finance committee, and was a supporter of Bob Mackin and the ideals of  
48 coalition schools. He values what the school did for his two sons. In February, he asked  
49 some questions at the deliberative session: over the past 5 years has the student teacher  
50 ratio varied from 8:1 or has it remained constant with the changing student population  
51 and did the school look at student teacher ratios for surrounding towns. He discussed  
52 changes in the budget and budget increases. The answers he had gotten to those  
53 questions were that the student teacher ratio has remained constant. SHS is a coalition  
54 school and 80:1 is the right number and that it is hard to compare to other schools in the  
55 area because they are not coalition schools.

56 Mr. Chen stated that he went to the Department of Education website to look at other  
57 districts and at SHS. He found that in 2007, the ratio was 10.8:1 and now it is 8:1. He  
58 stated it is hard to compare districts because of the range of grade levels. The other high  
59 schools he found had ratios of 13:1. He stated that there should be an output to justify the  
60 increased expenses. He asked what the desired outcome is and did not find one. The  
61 ratio is out of line. Basically there are 28 faculty members that are not consistent with the  
62 10.8:1 ratio from 2007. The state average is to have 40 staff above what the school's  
63 ratio is.

64 Mr. Chen asked the following questions to the board for conversation at a later time: Is  
65 there something wrong with these numbers, are the numbers reported to the state wrong?  
66 He was told that there is a difference because of SHS's IEP requirements, is that true and  
67 does that drive the ratio? What are the measureable outcomes, both quantitative and  
68 qualitative? How is the school doing with these outcomes for both students and faculty?

69 What are the outcomes that SHS produces compared to peer high schools including  
70 Hanover, Merrimack, and Bedford? Are SHS's outcomes proportionally better? Are we  
71 getting value for dollars paid in and spent? What are outcomes that coalition schools try  
72 to achieve? If it costs so much to be a coalition school then should the school continue to  
73 be one?

74 The board thanked Mr. Chen for his questions.

75 Mr. Coughlan stated that Mr. Chen's questions are well posed.

76 **CONSENT AGENDA**

77 Mr. Harrow asked to pull the April 5<sup>th</sup> minutes and make the following changes: line 159  
78 Ms. Mullens asked what cost should be, and line 61 fix the spelling of Chininis.

79 **Mr. Brown made a motion to accept the minutes as amended. Ms. Harrow**  
80 **seconded the motion and the vote was unanimous.**

81 **Mr. Coughlan made a motion to accept the consent agenda containing the Minutes:**  
82 **April 5, 2012, April 16, 2012, Treasurer's Report, Unanticipated Revenue -**  
83 **Donations to Student Activity Fund \$1000 from Controlair Inc., Retirement request,**  
84 **Budget transfers. Ms. Harrow seconded the motion and the vote was unanimous.**

85 **PRESENTATIONS/REPORTS**

86 Pupil Safety and Violence Prevention Survey

87 Ms. Sparks and Mr. Thompson gave an update to the board about the student curriculum,  
88 staff training, and parent forum.

89 Mr. Thompson stated that the school is using advisory as a mechanism for conversations  
90 about bullying and harassment. Teachers are using Angel to access developed lesson  
91 plans, which were developed by students, Teaching Tolerance lessons, and some from  
92 other districts. The teachers go onto Angel and chose an activity that the advisory  
93 participates in. The advisor then reports back to Mr. Thompson with feedback about how  
94 activity went. He stated that the reports have all been very positive. There have been  
95 occasions where students violate the policy and Mr. Thompson has those students then  
96 write an activity that advisories can use. These activities have been the most popular.

97 There is more staff training still to come. They have had conversations in staff meetings  
98 and Officer Smith will be presenting to the staff soon.

99 Ms. Sparks stated that Officer Smith would be presenting to parents May 15<sup>th</sup> 6-7pm at  
100 SHS in the Auditorium, with Officer Knox. The forum will be a short presentation and  
101 then a question and answer period. The forum was advertised in the Citizen, Cabinet,  
102 Patch, in the weekly emails and on the school's websites.

103 Ms. Sparks gave the survey to the board. She stated that the school will let parents know  
104 about the survey and that students will soon be surveyed. Ms. Sparks discussed other  
105 data from the Youth Risk Behavior Survey in 2011, which has data from Souhegan  
106 Valley, including 1744 students. 21.4% have been bullied on school property and 17.4%  
107 have been bullied electronically. The school will take this information and data from  
108 their own survey to help to develop curriculum for all schools with in SAU 39.

109 Mr. Brown asked that since this is the 2<sup>nd</sup> year with this initiative has there been a decline  
110 in harassment.

111 Mr. Thompson stated that there has not been a decline, because there is more awareness  
112 about harassment and bullying and so there is more reporting. He does not think that  
113 actual bullying has increased.

114 Ms. Sparks stated that any allegation of bullying is reported, founded or unfounded. She  
115 stated that in the works for the school is the viewing of a new movie released called  
116 Bully. The movie has interesting reviews and the district has approached a local theater  
117 to host a screening for staff and older students.

118 **ACTION ITEM**

119 **Proposal for FY13 Default Budget**

120 Ms. Shankel reviewed the proposal from last meeting. Using the surplus of \$282,000, she  
121 requested that the school purchase an air conditioning upgrade for the server, compressor  
122 replacement and exterior lighting, which was approved last month.

123 In addition she would like the board to approve the replacement of two copiers, laptop  
124 replacement, and new wireless access points costing a total of \$152,616.

125 The FY13 budget shortfall would then be \$19, 351. The administration has looked at the  
126 budget and has proposed budget cuts in new equipment for instruction, technology,  
127 equipment replacement in instruction, all replacement furniture and fixtures and  
128 instruction equipment repair. The school would also look at the hiring to see if there will  
129 be savings. Then the administration would come back to the board to bring some of these  
130 items back to the budget.

131 Mr. Brown asked how much is in the Expendable Trust.

132 Ms. Shankel stated \$180,000 with the addition of money from this year. This is the fund  
133 that would be used if there were another compressor to go.

134 Mr. Coughlan stated that the Expendable Trust is for capital items.

135 Mr. Maresco asked if the 3 items cut, go along with instruction and that those are only  
136 part of what is allocated for instruction.

137 Ms. Shankel stated that there is still \$3500 left in instruction purchases and \$6000 left in

138 instruction repair.

139 Mr. Ingram stated that he is optimistic they will be putting these items back in the budget.

140 Mr. Coughlan made a motion to purchase the copiers, laptops and wireless access points.  
141 Mr. Maresco seconded the motion and the vote was unanimous.

142 Request for approval to sell items in school store

143 Mr. Warburton stated that this came from the recent PPC meeting, where it was noticed  
144 under the staff conflict of interest policy there was an issue with a few vendors providing  
145 things in the school store. One is a staff member and the other is a wife of a staff  
146 member. The items are notecards and mittens, which sold out. Mr. Warburton wanted to  
147 bring this back to the board to be transparent.

148 **Ms. Harrow made a motion to approve Regina Sullivan’s request to allow these**  
149 **vendors to sell their items in the school store. Mr. Brown seconded the motion.**

150 Mr. Warburton and the board discussed that Ms. Sullivan will look at the needs of the  
151 schools store when accepting vendors. The hope is that this will not open the door to  
152 other teachers selling items in the school store and that there will be no image of  
153 favoritism.

154 **The vote was unanimous.**

155 **DISCUSSION**

156 Policies

157 EEAA – Video Surveillance on School Property

158 Mr. Warburton stated that this policy should be taken back to the committee and brought  
159 back to the board later.

160 Ms. Mullens asked if there is a live stream going to computers and phones for the  
161 cameras installed.

162 Mr. Thompson stated yes, but they have not done that. It is possible, but no one sits there  
163 and watches the feed. They would only look at the video if there were an incident.

164 Mr. Brown asked for an instructional night for board to see how the cameras work.

165 Mr. Warburton stated that they would do that at the next meeting.

166 IMGA – Service Animals for Students, Employees and Guests of the Souhegan School

167 District

168 Ms. Sparks stated that the changes are on the 2<sup>nd</sup> page. The clause for the animals for  
169 children with disabilities has language changes to allow for the IEP team and the building  
170 administrator to make a decision. Although the definition of a service animal does not  
171 include a miniature horse the school has been advised to keep the horse in the policy  
172 because of incidents of use of miniature horses.

173 Mr. Brown made a motion to adopt policy IMG A. Ms. Mullens seconded the motion and  
174 the vote was unanimous.

175 **Ms. Harrow made a motion to go into Non-Public Session under RSA 91-A:3 II. (a) -**  
176 **(e), Mr. Grondstra seconded the motion. The roll call was all yes at 7:04pm.**

177 **PRESENT:**

178 SCSC Board Members: Steve Coughlan, Peter Maresco, Christine Janson, Mary Lou  
179 Mullens, Howard Brown, Pim Grondstra, Fran Harrow

180  
181 **Administrators: Superintendent Peter Warburton, Principal Jon Ingram**

182  
183 **Motion to Enter Non-Public**

184  
185 At 7:15 hrs Fran Harrow made a motion to enter non public session. Motion  
186 seconded by Mary Lou Mullens. Unanimously accepted by roll call vote: Coughlan:  
187 yes, Grondstra: yes, Janson: yes, Maresco: yes, Mullens: yes, Brown: yes, Harrow:  
188 yes.

189  
190 **Personnel and student matters were discussed.**

191  
192 **MOTION TO EXIT NON PUBLIC SESSION:**

193  
194 At 7:50 hrs Fran Harrow made a motion to exit non public session. Motion  
195 seconded by Peter Maresco. Unanimously accepted by roll call vote: Coughlan: yes,  
196 Grondstra: yes, Janson: yes, Maresco: yes, Mullens: yes, Brown: yes, Harrow: yes.

197  
198 **Discussion: Staffing**

199 Chris Janson stated the board has an obligation to look into allegations that high  
200 school staffing is too high. Principal Ingram stated that one thing to also keep in  
201 mind was that the increase of AP and Honor classes had increased. Steve Coughlan  
202 further stated that SPED drives some of these numbers and those numbers cannot  
203 be separated from the bottom line. Chris Janson commented that she would email  
204 David Chen and inform him that the board appreciated his visit and comments.

205  
206 **Discussion: Appreciation**

207 Chris Janson commented that Leslie Rendell's advisory group attended her Share  
208 barbeque and the group was very well behaved and good role models for Souhegan  
209 students.

210

211 **Motion**

212 Steve Coughlan made a motion to approve the exception for Bruce Wasson's  
213 retirement. The board unanimously accepted.

214

215 **MOTION TO ADJORN:**

216 At 7:50 hrs Pim Grondstra made a motion to adjourn. Motion seconded by Peter  
217 Maresco and was unanimously accepted.

218