

1 Souhegan Cooperative School Board

2 Monday, November 30<sup>th</sup>, 2020

3 Meeting Minutes- Approved 12 17 2020

4 Attendees via Zoom:

5 Administrative Team: Adam Steel- Superintendent of Schools, Christine Landwehrle- Assistant  
6 Superintendent, Michele Croteau- SAU #39 Business Administrator, Meg Beauchamp- Director  
7 of Student Services, Mike Berry- Principal of SHS, Roger Preston- Director of Facilities,

8 Souhegan Cooperative School Board: Chair- Pim Grondstra, Vice Chair- Amy Facey, Secretary-  
9 Stephanie Grund, Steve Coughlan, George Torres, John Glover and Laura Taylor.

10 Souhegan Advisory Finance Committee: Joel Gordon- SAFC Chair

11 Board Minutes: Danae A. Marotta

12 Public: Amherst and Mont Vernon Community Members

13 I. Souhegan Cooperative Chair Opening

14 **Chairman of the Souhegan Cooperative School Board, Mr. Pim Grondstra, called the**  
15 **meeting to order at 6:01PM.**

16 Today, we will be conducting a school board meeting of the Souhegan Cooperative School  
17 Board.

18  
19 Before we get started, I'll read through a checklist to ensure that the meeting that we are holding  
20 is in compliance with the Right-to-Know Law.

21  
22 As Chairperson of the Souhegan Coop. Board, I find that due to the state of emergency declared  
23 by the Governor as a result of the Covid-19 pandemic, and in accordance with the Governor's  
24 Emergency Order Number #12, pursuant to Executive Order 2020-04 and its extensions, this  
25 public body is authorized to meet electronically. Please note that there is no physical location to  
26 observe and listen contemporaneously to this meeting which was authorized pursuant to the  
27 Governor's Emergency Order.

28  
29 In accordance with the Emergency Order, I am confirming that:

- 30
- 31 1. We are providing public access to the meeting by telephone, with additional access  
32 possible by video and other electronic means. We are utilizing Zoom for this electronic  
33 meeting. All members of the committee and selected legislative staff have the ability to  
34 communicate contemporaneously in this meeting through this platform. And the public  
35 has access to contemporaneously watch and or listen to the meeting on Zoom and via  
36 phone by following the directions and links provided on our website: [www.sau39.org](http://www.sau39.org).  
37
  - 38 2. We have provided public notice of the necessary information for accessing the meeting.  
39

- 40 3. We are providing a mechanism for the public to alert the public body during the meeting  
41 if there are problems with access. If anyone has a problem, please email  
42 [awallace@sau39.org](mailto:awallace@sau39.org).  
43
- 44 4. In the event the public is unable to access the meeting will be adjourned and  
45 rescheduled.  
46
- 47 5. Please note that all votes taken during this meeting shall be done by roll call vote.  
48
- 49 6. Finally, let's start the meeting by taking a roll call attendance. When each member states  
50 their presence please also state where they are and if anyone else is in the room with you  
51 during this meeting, which is required under the Right-to-Know Law.  
52

53 Roll Call: Coughlan- Home and alone, Torres- Home and alone, Facey- Home and alone, Taylor-  
54 Home and alone, Grund- Home and alone, Glover- Home and alone and Grondstra- Home and  
55 alone.  
56

## 57 II. Public Input I of II

58

59 No Public Comment  
60

## 61 III. Consent Agenda

62

63 Ms. Grund requested to pull #8 Policy Packet.  
64

65 Mr. Glover asked to pull the 1. 10 26 2020 Draft Minutes because he was not appointed to the  
66 Board at that time.  
67

68 Ms. Taylor requested to pull #1,#2, #3 and #8.  
69

70 Mr. Torres noted that he was not listed as in attendance.  
71

72 Superintendent, Mr. Adam Steel, suggested that they through each item one by one and then do a  
73 final motion.  
74

75 Mr. Grondstra went to #1. 10 26 2020 Draft Minutes.  
76

77 Mr. Glover added that he was not at that meeting and would like to abstain.  
78

79 Ms. Taylor changed line 194. *“Ms. Taylor remarked that they are a part of a district that joins  
80 with other districts to create their SAU. Each individual district should be part of the selection of  
81 such an important position as the Principal”*.  
82

83 Mr. Torres noted that he was left off of line 9 and 448 as in attendance.  
84

85 Ms. Taylor added that she is concerned with the school calendar. Her concerns are with school  
86 starting Sept 7<sup>th</sup> and with the later start time, she does not see the need for Late Start Days. She  
87 recommended having Early Releases or Professional development days off.

88  
89 Mr. Grondstra asked for other concerns with the Calendar.

90  
91 There were no other concerns.

92  
93 Ms. Taylor noted that from the test results it appears that the 10<sup>th</sup> grade and the 9<sup>th</sup> grade did not  
94 do very well. She asked for more information from Assistant Superintendent, Ms. Christine  
95 Landwehrle.

96  
97 Mr. Glover added that he appreciated Ms. Taylor bringing that up.

98  
99 Ms. Landwehrle explained the growth with RIT points at the high school. She noted that these  
100 scores are very strong given the school disruption from last fall to this fall. All grade levels met  
101 their target growth except the 9<sup>th</sup> grade Math. That is reflective of 8<sup>th</sup> grade instruction and the  
102 teachers are aware. In 10<sup>th</sup> grade Math, they have surpassed their target growth. You can see that  
103 they grew 4 RIT points. She was excited about these results with the exception of the 9<sup>th</sup> grade.

104  
105 Mr. Glover noted that the 9<sup>th</sup> grade is reflective of the 8<sup>th</sup> grade instruction. He is presuming that  
106 the 8<sup>th</sup> grade teachers are aware as well. It is as important to keep the growth going from school  
107 to school.

108  
109 Ms. Landwehrle replied, yes.

110  
111 Ms. Grund added that it also supports the need for the Assistant Superintendent position.

112  
113 Mr. Grondstra added there is better understanding. He then went to #8 Policy Packet.

114  
115 Ms. Grund commented that she is still not in favor of the GCEB- Administrative Staff  
116 Recruiting. She would like to see more of the School Board and community involved in the  
117 hiring process. She is willing to pull that policy out so she can vote on the other ones.

118  
119 Mr. Steel mentioned that they did discuss at the SAU level and perhaps it should be voted on  
120 separately from the Consent Agenda.

121  
122 Chairman Grondstra pulled policy GCEB.

123  
124 Ms. Taylor mentioned that she would also like to pull GBGA- Staff Health and IKA- Grading  
125 and Reporting.

126  
127 Mr. Grondstra added that they can vote on those separately. They have pulled GCEB-  
128 Administrative Staff Recruiting, GBGA- Staff Health and IKA- Grading and Reporting.

129

130 **Ms. Grund motioned to approve the Consent Agenda as amended, items 1.10 26 2020 Draft**  
131 **Minutes, 2.FY' 22 School Calendar 3. NWEA MAP Assessment- Fall 2020, 4.**  
132 **Unanticipated Revenue \$2,500, 5. FY' 21 Cap Reserve Funds SCSB, 6. Sept. 2020**  
133 **Treasurer's Report, 7. October 2020 Treasurer's Report, 8. Policies from SCSB Meeting 10**  
134 **26 2020. Mr. Coughlan seconded the motion. The vote was unanimous, motion passed.**

135  
136 **Roll Call: Coughlan- Yes, Torres- Yes, Facey- Yes, Taylor- Yes, Grund- Yes, Glover- Yes**  
137 **and Grondstra- Yes.**

138  
139 Mr. Grondstra went to policy GCEB.

141 Ms. Grund commented that she would like to see more wording that the Superintendent is going  
142 to include the School Board in the hiring process for administration at the high school. The way  
143 that it is worded now, it does not say anything that the Board is included.

144  
145 Mr. Coughlan mentioned that this policy has already been through the Policy Committee. They  
146 should not send it back to the Policy Committee. They should take a vote and if it fails then  
147 appoint a subcommittee within this Board to create new language. Other districts have voted and  
148 are pleased with it as is.

149  
150 Mr. Grondstra asked for guidance from Superintendent Steel.

151  
152 Mr. Steel replied that each of the three policies are up for approval.

153  
154 **Mr. Coughlan motioned to approve adopting the new GCEB as written in the packet. Mr.**  
155 **Torres seconded the motion.**

156  
157 Mr. Glover asked for discussion.

158  
159 Mr. Grondstra replied, yes, there is time for discussion.

160  
161 He commented that this is an optional policy. He added that time is of the essence with this. The  
162 school board is not at the front end of the loop in the process. The Board is put in an untenable  
163 position. It is not a lot to ask for the Superintendent to include the Board in hiring administrative  
164 leadership. He is not pleased with the new policy as written.

165  
166 Mr. Grondstra asked Mr. Glover what he would want.

167  
168 Mr. Glover commented that maybe this is an exception to the other districts, or maybe the other  
169 districts can adopt the SCSD revision. Just because they have adopted that one does not mean  
170 that they cannot start the process of adopting their version. He will be happy to help in that  
171 process.

172  
173 Mr. Grondstra asked for other comments.

174  
175 There were no comments.

176  
177  
178  
179  
180  
181  
182  
183  
184  
185  
186  
187  
188  
189  
190  
191  
192  
193  
194  
195  
196  
197  
198  
199  
200  
201  
202  
203  
204  
205  
206  
207  
208  
209  
210  
211  
212  
213  
214  
215  
216  
217  
218  
219  
220

**Mr. Grondstra called for a roll call vote: Glover-No, Grund-No, Grondstra- Yes, Coughlan- Yes, Taylor- No, Torres- Yes, Facey- Yes, motion passed. (4-3)**

Ms. Taylor commented on GBGA- Staff Health, he does not like the mental health being listed in the choice of the Superintendent. The law says medical evaluation. Second, “inimical” is ambiguous word. Lastly, it does not have any standard before that is required.

**Mr. Coughlan moved to adopt GBGA- Staff Health, as presented. Mr. Grondstra seconded the motion.**

Mr. Glover mentioned that it seems like they are putting the Superintendent in an impossible situation. It should be a medical professional to make that decision. He does not believe that it is in the purview of the Superintendent.

Mr. Coughlan added that they are not empowering anyone in the administration to make that decision. The Principal will then notify the Superintendent and ask for a medical evaluation.

Ms. Taylor commented that she does not believe that the Superintendent has the qualifications to distinguish between physical and mental.

Mr. Glover questioned the policy language “*The Superintendent may request a medical examination for any employee if at any time he/she has reason to believe that the employee's physical or mental health may be inimical to the welfare of pupils or other employees*” It seems that a record would need to be put forth. That is for the protection of the Superintendent and employees.

**Mr. Grondstra called for a roll call vote: Glover-No, Grund-No, Grondstra- Yes, Coughlan- Yes, Taylor- No, Torres- Yes, Facey- Yes, motion passed. (4-3)**

Mr. Grondstra went to Policy IKA- Grading and Reporting.

**Mr. Coughlan motioned to approve Policy IKA- Grading and Reporting, as presented. Ms. Grund seconded the motion.**

**Mr. Grondstra called for a roll call vote: Glover-Yes, Grund-Yes, Grondstra- Yes, Coughlan- Yes, Taylor- No, Torres- Yes, Facey- Yes, motion passed. (6-1)**

Ms. Taylor commented that she is voting no, because she does not feel that it adequately moves students forward.

IV. Policy DID- Fixed Assets

Mr. Grondstra asked if there were any concerns.

221 Mr. Torres inquired about the \$10k purchase price for something in bulk, such as desks and  
222 laptops.

223  
224 Ms. Michele Croteau, SAU #39 Business Administrator, replied that they will look at the  
225 situation that leads to that order. Traditionally, if the items are exceeding their useful life of a  
226 year, multiple useful life, and exceed the threshold for capitalization and were purchased  
227 together then they would be capitalized.

228  
229 Mr. Torres inquired if they had an emergency purchase of a couple of laptops.

230  
231 Mr. Glover added that there is a difference between the Capital Asset and Durable Goods.

232  
233 Ms. Croteau mentioned that capitalization becomes relevant when they get audited. The policy is  
234 a guide and judgement calls are needed.

235  
236 Mr. Coughlan commented that this is related to GASB. They do not depreciate anything.

237  
238 Mr. Grondstra suggested that it gets forwarded for the next meeting as a second reading.

239  
240 V. Joint Facilities Advisory Committee

241  
242 Ms. Facey, Chair of the Joint Facilities Advisory Committee, commented that as you know the  
243 JFAC building projects of a new Pre-K-5, and AMS renovation have been approved by the ASB.  
244 They are planning on a bond for the March ballot. Tonight, the JFAC will be presenting priority  
245 projects. In the interest of the timeframe, a subcommittee of JFAC has worked to refine the scope  
246 and cost of the priorities. Ms. Victoria Parisi was Chair of this subcommittee. Please note that  
247 this does not take into account the larger 2.0 Project. The JFAC believes that it should be  
248 considered for funding at a later date. The possibility of making annual deposits to a reserve fund  
249 to level the tax rate and reduce the overall debt required to fund the larger Souhegan 2.0 project  
250 has also been discussed. They can spend more time on this when the Board is ready.

251  
252 Ms. Parisi commented that they are suggesting a partial renovation and refurbishment. It is the  
253 Board's choice. Mr. Lance Whitehead, with Lavallee Brensinger, Professional Architects,  
254 Manchester NH, is also on the call.

255  
256 As a subcommittee they have identified 4 Priorities, 1. HVAC Systems, 2. Secure Main  
257 Entrance, 3. Science Labs, and 4. Locker Rooms. After working with Superintendent Steel and  
258 Director of Facilities, Mr. Roger Preston, the HVAC will be covered under their Operating  
259 Budget and other financial mechanisms. They have removed that from their scope of work.

260  
261 Their first suggestion is to secure the Main Entrance. Community Council worked on a safety  
262 analysis that suggests securing the campus, particularly at the main entrance. Varying levels of  
263 design are available to make this happen, including a simpler second door all the way up through  
264 redesigning the use of space near the entrance.

265

266 Next, the Science Labs in the Annex lack adequate space. The Administration and SCSB has  
267 identified the science labs as a place of needed improvement to deliver curriculum at a higher  
268 standard.

269  
270 Last, the girls' and boys' locker rooms are in need of repair and renovation.

271  
272 Ms. Parisi reviewed the three options of redoing the Main Entrance and the different options 1.  
273 Main Entrance Renovation with Complete Admin Suite and Special Ed changes- \$716,000, 2.  
274 Main Entrance Renovation with Complete Admin Suite- \$400k, and 3. Main Entrance with  
275 Vestibule and minimal Admin Changes.- \$250k. As a subcommittee, they have spoken with  
276 Principal Berry and they support option number 3.

277  
278 She showed the Board the Science Lab configuration, 6 labs, and the space that they have been  
279 discussing. They can change around some walls and create three larger rooms. The Science Labs  
280 in the Main Building were mentioned in the Souhegan 2.0 project. They will give Principal Berry  
281 more time to discuss with the Science department what is needed in the Main Building.

282  
283 Ms. Parisi discussed the 3 Locker Room renovation options. 1. Both Floors including Team  
284 Rooms- \$1,115,000. 2. Lower Floor only, no team rooms- \$750k and 3. Replace broken lockers-  
285 \$75k.

286  
287 Additional information regarding the SAU 39 Strategic Vision for Souhegan High School should  
288 continue to steer future projects. Other parts of Souhegan 2.0 are worth looking into after the list  
289 of priorities has been completed.

290  
291 Ultimately, the SCSB Board will need to determine the scope, timing, and funding method for all  
292 projects. They suggest waiting to fund these improvements until they can do so without  
293 additional taxpayer impact or after ASD has advanced their facilities project.

294  
295 Their suggestion would be to do the following:  
296 Main Entrance: \$250,000  
297 Locker Rooms: \$75,000  
298 Science Labs in Annex: \$425,000- fund one then reassess future lab renovation.

299  
300 Mr. Grondstra asked for questions or comments.

301  
302 Mr. Glover noted that they did wonderful work it is very helpful. He added that it would be  
303 helpful to see how it connects to the Strategic Vision.

304  
305 Ms. Parisi added that Community Council has been working with Administration to create a  
306 more secure Main Entrance. Second, Superintendent Steel has already noted in previous  
307 meetings that the Science Labs are a priority. Last, the Locker Rooms are in great disrepair.

308  
309 Mr. Coughlan added that he has a higher security priority with securing the passage from the  
310 Main Building and the Annex. He suggested having a nicely landscaped wall to secure the  
311 passage and closing a major gap. He is wondering if that thought occurred to JFAC.

312 Ms. Parisi added that it apart of the larger scope and a conversation for the Board.

313

314 Mr. Whitehead replied that they included that price was about \$1M which includes prep. If they  
315 were just to look at that Courtyard, it is about \$600k in construction. That is if he extracts it out  
316 of the original Souhegan 2.0.

317

318 Ms. Grund commented that it was not an easy solution to that, and it needs to remain open due to  
319 the fire department. It is a bigger problem, and which would be more expensive.

320

321 Ms. Ludt mentioned that she was on the Annex Building Committee a long time ago. They had  
322 discussed many options but still need fire access.

323

324 Mr. Coughlan remarked that he is sure that if they had the discussion with the Fire Department  
325 they can come to a compromise.

326

327 Mr. Whitehead reminded the Board that the Souhegan 2.0 project includes a Courtyard with a  
328 Fire Department gate on both sides that would meet the needs of the Fire Department. It has been  
329 done on other schools and will need local Fire Department and State Fire Commissioner  
330 approval.

331

332 Ms. Taylor inquired if they were going to add it to the ballot and what do they have to work with.

333

334 Mr. Grondstra replied that they will discuss that when they talk about the budget.

335

336 Ms. Parisi noted that the purpose of the JFAC was so that they can keep the tax rate level. Some  
337 creative options might be considered without putting everything on the ballot.

338

339 The Board thanked Ms. Parisi and the Joint Facilities Advisory Committee.

340

#### 341 VI. Budget Discussion

342

343 Mr. Steel noted that the Souhegan Advisory Finance Committee here tonight. The Board will  
344 need to finalize their budget and warrant articles at their December 21<sup>st</sup> meeting for the January  
345 2021 Public Hearing.

346

347 Mr. Joel Gordon, Chair of the SAFC, thanked his fellow committee members. They have 7  
348 different individual reports and have worked well with the Board. He thanked Ms. Croteau for  
349 helping them set up the process as well as other office staff from Superintendent Steel's office  
350 staff.

351

352 He mentioned that the 2021 Budget is \$18,776,509 with 4.1% increase year over year. Adj  
353 Proposed 2022 - \$19,550,692. Additionally, the 3-year average actual is \$17,393,513 and 11.4%  
354 increase over 3-year average.

355



356 One consistent theme they have found as a committee, is that there needs to be a better  
357 articulation of the strategic direction that the school is heading in. It is there, but it is not as clear  
358 and direct as it could be.

359  
360 Second, they believe that they are missing a multi-year budget. They can evaluate the prior  
361 year's priorities. A comprehensive set of metrics should be developed and applied over time to  
362 be able to focus on and manage services provided.

363  
364 Last, the SAFC is concerned that without the master schedule in place as part of budgeting, the  
365 need for teaching staff is not transparent and fully supportable.

366  
367 The AFC process, supported by the SAU, the SHS Board, and the Administration, improved this  
368 year. We acknowledge and recognize the active participation by members of the SCSB during  
369 this process. Having a SCSB member, Ms. Stephanie Grund, as an ex-officio member of the  
370 SAFC was an enormous help in better understanding the direct of the board on a number of  
371 issues.

372  
373 In response to the significant increase in NH Retirement obligations, it should be better  
374 understood the potential future impact over time as well as steps that would mitigate the growth  
375 in this line item. Additionally, a default budget that is consistent near or equal to the proposed  
376 budget invites backlash from the voters over time. They do not have a final recommendation at  
377 this time and a meeting scheduled for Dec 7<sup>th</sup> prior to the SCSB meeting on Dec 21<sup>st</sup>.

378  
379 Mr. Grondstra thanked all the volunteers that have given their time. He asked for comments or  
380 questions from the Board.

381  
382 Mr. Coughlan remarked that that the NH Retirement obligation is quite high. He inquired if they  
383 could offer an alternative retirement plan.

384  
385 Mr. Steel replied that it is under RSA 100 or 100 (a).

386  
387 Mr. Gordon commented that it is a much bigger problem, if it is not addressed or vocalized it  
388 will not be resolved.

389  
390 Mr. Steel explained that the way that the NH Retirement is funded is that every employee  
391 contributes 7 % directly from their paycheck and the school district pays an amount set by the  
392 NH Retirement system, this is the amount that Mr. Gordon is referring to. It used to be that the  
393 retirement system was funded partially by the State through the State's Budget and mostly by the  
394 employee. For many years, the State did not contribute as they should have through budgeting  
395 and now they have an Unfunded Actuarial Accrued Liability (UAAL) that is 8 years into being  
396 paid off and will take 30 years to be paid off in total to close the gap and to fully fund the  
397 pension system.

398  
399 Mr. Gordon recapped Mr. Steel's comment.

400

401 Mr. Steel clarified that it is was the State Legislature that made those changes in the late 80s or  
402 early 90's.

403  
404 Ms. Facey requested to have Mr. Gordon's presentation. She asked Mr. Gordon how he would  
405 present the default and proposed budget. They would not present an artificial budget just to give  
406 the voters a choice, that is not how budgets are developed.

407  
408 Mr. Gordon replied that they do not have a formal position on this. Part of the issue is how the  
409 District considers the compensation policy as a firm contractual obligation year after year. The  
410 step increase is considered part of the default budget. There are vacant positions that are  
411 included. Clearly, a portion of the budget are salaries. They are seeing that in a significant way  
412 this year. This is a policy of the school.

413  
414 Ms. Facey clarified that it is the default calculation as opposed to the default budget.

415  
416 Mr. Glover commented that connecting to the strategic vision of the school is important to  
417 achieve some goals. Finally, it is understandable not to have final recommendations as they do  
418 not have their final decisions as well.

419  
420 Ms. Grund commented that the SAFC is working hard on the budget.

421  
422 Mr. Coughlan mentioned that the Board has the right to make changes to the salary policy. If the  
423 Board breaks that faith with the PPC process that has been in place for 25 years, they will soon  
424 have a unionized building. A unilateral move by the Board to change compensation is perfectly  
425 legal, and perfectly wrong.

426  
427 Mr. Grondstra added that they have a budget workshop on Dec 7<sup>th</sup>. He then recapped the lowest  
428 option for the main entrance is \$250k, locker rooms for \$75k and Annex Lab renovation (one)  
429 for \$425k.

430  
431 Ms. Grund added that she was on the Souhegan 2.0 subcommittee. She added that the science  
432 labs should go on the Curriculum, Lockers should be a Maintenance item and Main Entrance  
433 should be on a separate project.

434  
435 Ms. Taylor inquired if they have to take the choices of the JFAC and can they upgrade and  
436 downgrade certain things.

437  
438 Mr. Grondstra replied that it is the Board's decision.

439  
440 Ms. Taylor questioned how are they going to renovate one of the science rooms when they are  
441 proposing taking more rooms.

442  
443 Ms. Grund replied that they are concerned with the ASD adding a potentially large bond to  
444 ballot. She cautioned with they want to make sure they are supporting the right things.

445  
446 Ms. Taylor asked if they have a projected UFB.

447  
448 Ms. Croteau responded that she does not have that at this time. They have gotten some grant  
449 funding and she will be putting it together.  
450  
451 Mr. Grondstra noted that he would like to have options from the administration for discussion.  
452  
453 Mr. Steel added that he can provide that information now. He noted that the expenses, for the  
454 Main Entrance and Lockers can be pulled from the Capital Reserve Fund. For the Science Labs,  
455 the Board can either place them on the ballot as a separate warrant article or in the proposed  
456 budget. Either is permissible and allowable. The advantage of it being separate from the budget  
457 is that taxpayers can make a choice and not impact the budget.  
458  
459 With regard to the security upgrades, the Board could use funds from the Capital Reserve Fund  
460 tomorrow or today and they can move forward on that project. He recommends it being on the  
461 ballot for approval. He does not suggest using the UFB (Unreserved Fund Balance) without  
462 voter approval. It is a better move to put it on the ballot for voter approval.  
463  
464 With the lockers, he believes that they either add a separate warrant article or do them with the  
465 UFB, if available. The lockers are clearly broken and fixing them is reasonable.  
466  
467 Mr. Grondstra thanked Mr. Steel for that information.  
468  
469 Mr. Glover mentioned that the labs in the Operating Budget make sense under Curriculum. He  
470 then referenced the “No Means No Law” in NH. He urged the Board to use caution with the  
471 UFB. He asked if there was grant money available for security upgrades.  
472  
473 Mr. Steel replied he is not sure; however, it will probably not be enough to cover a major project.  
474  
475 Mr. Coughlan noted that the Expendable Trust for Souhegan is for Maintenance and Capital  
476 Improvements although he does not want to use it.  
477  
478 Ms. Facey inquired about the amount of funds that are in the Expendable Trust Fund.  
479  
480 Ms. Croteau replied that it is over \$250k.  
481  
482 Ms. Facey added that she has a hard time spending funds that should be returned to the taxpayer.  
483 Budgets should be prepared with great care and if there are funds left over then they should be  
484 deliberating extensively. She would like to consider using the ETF for the lockers because they  
485 are not part of the plan that Mr. Preston will be creating for capital improvements.  
486  
487 Ms. Taylor inquired about the recommended cost of the Main Entrance.  
488  
489 Mr. Grondstra replied, \$250k.  
490  
491 Ms. Taylor asked if it can come from the UFB.  
492

493 Mr. Grondstra responded yes, they can put in language if it is available, although there are  
494 arguments against it.

495  
496 Ms. Taylor asked which of the items were not in that category.

497  
498 Mr. Steel replied the Science Labs.

499  
500 Ms. Grund gave her support for the lockers being replaced from the CRF. She cautioned from  
501 raising the budget too much. The voters will say no, and they need to have a hard discussion. She  
502 does not want to be held to a timeline because of the agenda.

503  
504 Mr. Grondstra agreed, he suggested that the Board table it come back for their budget workshop  
505 meeting next week.

506  
507 VII. Graduation Plan Discussion

508  
509 Principal of SHS, Mr. Mike Berry, to provide an update on the Graduation planning process the  
510 possibility of moving it earlier in the high school career and closing the gaps with the Covid  
511 issues. He can speak about what exists. He inquired if they are separating out the graduation  
512 planning process compared to the personalized pathways to graduating. It is two different things  
513 in his opinion.

514  
515 Ms. Facey thanked him for taking this on. She was looking at how can they help their students  
516 make the best decision possible earlier in their high school career to get to whatever goals they  
517 want to meet upon graduation.

518  
519 Principal Berry replied that SHS starts the planning process in 9<sup>th</sup> grade. It is also time for the  
520 career pathway process. He explained that they use a system called Naviance, where they can  
521 look at pathways to graduation, scholarships, etc. At the end of the day, it is up to the school to  
522 show the students to the multiple pathways and work with their families to partner with the  
523 school. More and more opportunities are making themselves available. There was a law passed,  
524 SB 276, relative to career readiness credentials for high school students.

525  
526 Mr. Glover mentioned that they should ask the student and their family what are their goals. The  
527 second question should be the follow up. He would like to talk more deeply about it.

528  
529 Ms. Facey commented that they should consider because of Covid some students could not take  
530 certain classes. She would like to hear more about his good work in personalizing college  
531 applications at previous schools.

532  
533 Principal Berry replied that there a lot of great things that happen at SHS that are not  
534 interconnected. There was a lot of autonomy and they were able to move quickly. They also  
535 prioritized items. He will be happy to answer questions.

536  
537 Mr. Grondstra and Ms. Grund thanked Principal Berry.

538

539 Ms. Grund suggested getting the parents involved and recommended incoming 9<sup>th</sup> grade parent  
540 presentations.

541  
542 Principal Berry agreed that the families are a partnership. There are a lot of great things  
543 happening here at SHS.

544  
545 Ms. Grund requested that he put some of the accomplishments in the Principal's Report.

546  
547 Ms. Taylor requested to see more group events with the students, parents and Guidance  
548 Department as different questions come up. 80% of their students currently go to college and  
549 90% if they were to include the 2-year college curriculum. Helping prepare the 80% is not  
550 catering to specific children.

551  
552 The Board thanked Principal Berry.

553  
554 VIII. PSAT/SAT Score Report

555  
556 Superintendent Steel explained that they usually give this presentation at the SAU meeting, but  
557 they are including this here on a regular basis at the Board's request. These are the highest test  
558 scores in recent memory and reflects the great work at Souhegan.

559  
560 Assistant Superintendent, Ms. Christine Landwehrle, added that these are really exciting results.  
561 90% of the students are meeting the ELA benchmark at the start of their Senior year. She further  
562 explained the bar chart that is included in the agenda packet. In math, the benchmark is higher.  
563 They are really excited about these results and there was deep learning while they were remote  
564 last year.

565  
566 Ms. Grund inquired about the class that took the SAT if their NWEA data was high as well.

567  
568 Ms. Landwehrle replied that she wanted to take a look and they will not allow to her to go back  
569 and look. She was extremely frustrated. She will be happy to look at the 8<sup>th</sup> grade data.

570  
571 Ms. Grund asked about the AP data history.

572  
573 Ms. Landwehrle responded that she will be happy to provide a deeper dive with her request.  
574 They do work with individual teachers and make those adjustments and make sure that the  
575 teachers attend the AP Institute especially if their class is changing. They do try to provide that  
576 support.

577  
578 Mr. Glover questioned the definition of "benchmark".

579  
580 Ms. Landwehrle explained that these are criterion referenced results.

581  
582 Mr. Glover gave his support for the results. He asked if there was a way to present the results in a  
583 different way with the median, the top and bottom 10% percent, etc. He added that there are  
584 some sophomores that take the AP exam.

585  
586 Ms. Taylor asked if there was a College Board report that can be sent to the Board.  
587  
588 Ms. Landwehrle replied that all of the data comes from the College Board.  
589  
590 Ms. Taylor remarked that she would appreciate to see it.  
591  
592 Mr. Grondstra agreed.  
593  
594 Ms. Facey emphasized that this is incredible data.  
595  
596 Principal Berry also noted that this is great work, 1128 average SAT score.  
597  
598 Ms. Facey mentioned that these are the results that they have been waiting for.  
599  
600 Mr. Grondstra also gave his support.  
601  
602 The Board thanked Ms. Landwehrle and Principal Berry.  
603  
604 IX. Community Council Rep  
605  
606 Ms. Facey remarked that Ms. Delaney Facques had sent a letter to her to read for tonight's  
607 meeting. She noted that a proposal was passed that had to do with passing time on the stairwells  
608 and it should hopefully be implemented by the end of the year. At the next board meeting, she is  
609 planning on having a something to be added to the agenda packet.  
610  
611 Mr. Steel commented that they have received an application. The Board can take a motion.  
612  
613 Mr. Grondstra gave his support for the applicant.  
614  
615 **Ms. Taylor motioned to approve Ms. Heather Allain as the Mont Vernon Community**  
616 **Member to Community Council. Mr. Glover seconded the motion. The vote was**  
617 **unanimous, motion passed.**  
618  
619 **Mr. Grondstra called for a roll call vote: Glover-Yes, Grund-Yes, Grondstra- Yes,**  
620 **Coughlan- Yes, Taylor- Yes, Torres- Yes, Facey- Yes, motion passed. (7-0)**  
621  
622 X. Public Input II of II  
623  
624 No public comment  
625  
626 XI. Non- Public Session I of II  
627  
628 **Ms. Facey motioned to enter into non-public session RSA 91 A:3 II (a) and (c) at 8:44PM.**  
629 **Mr. Glover seconded the motion. The vote was unanimous, motion passed.**  
630

631 **Mr. Grondstra called for a roll call vote: Glover-Yes, Grund-Yes, Grondstra- Yes,**  
 632 **Coughlan- Yes, Taylor- Yes, Torres- Yes, Facey- Yes, motion passed. (7-0)**

633  
 634 Other persons present during nonpublic session: Adam Steel, Superintendent and Mike Berry,  
 635 Principal

636  
 637 Description of matters discussed, and final decisions made: SHS Staffing

638  
 639 XII. Public Session

640  
 641 **Mr. Glover motioned to exit non-public session and return to public session at 9:08PM. Ms.**  
 642 **Facey seconded the motion. The vote was unanimous, motion passed.**

643  
 644 **Mr. Grondstra called for a roll call vote: Glover-Yes, Grund-Yes, Grondstra- Yes,**  
 645 **Coughlan- Yes, Taylor- Yes, Torres- Yes, Facey- Yes, motion passed. (7-0)**

646  
 647 **Mr. Glover motioned to seal the minutes. Ms. Facey seconded the motion. Because it is**  
 648 **determined that divulgence of this information likely would affect adversely the reputation**  
 649 **of any person other than a member of this board until January 1, 2021. Motion did not**  
 650 **pass.**

651  
 652 **Mr. Grondstra called a Roll Call Vote to seal minutes: Grondstra – No, Glover – Yes,**  
 653 **Coughlan – No, Facey – No, Grund – Yes, Taylor – No, Torres – No**

654  
 655 XIII. Non-Public Session II of II

656  
 657 **Mr. Glover motioned to enter Non-Public Session RSA 91 A:3 II (c) at 9:08 PM. Ms. Grund**  
 658 **seconded the motion. The vote was unanimous, motion passed.**

659  
 660 **Mr. Grondstra called for a roll call vote: Glover-Yes, Grund-Yes, Grondstra- Yes,**  
 661 **Coughlan- Yes, Taylor- Yes, Torres- Yes, Facey- Yes, motion passed. (7-0)**

662  
 663 Other persons present during nonpublic session: Adam Steel, Superintendent and Mike Berry,  
 664 Principal

665  
 666 Description of matters discussed, and final decisions made: PPC Agreement

667  
 668 XIV. Public Session

669  
 670 **Mr. Glover motioned to exit non-public session and return to public session at 9:41PM. Ms.**  
 671 **Facey seconded the motion. The vote was unanimous, motion passed.**

672  
 673 **Mr. Grondstra called for a roll call vote: Glover-Yes, Grund-Yes, Grondstra- Yes,**  
 674 **Coughlan- Yes, Taylor- Yes, Torres- Yes, Facey- Yes, motion passed. (7-0)**

675

676 **Mr. Glover motioned to seal the minutes indefinitely. Mr. Coughlan seconded the motion.**  
677 **Because it is determined that divulgence of this information likely would affect adversely**  
678 **the reputation of any person other than a member of this board until January 1, 2021.**  
679 **Motion passed.**

680

681 **Mr. Grondstra called for a roll call vote: Glover-Yes, Grund-Yes, Grondstra- Yes,**  
682 **Coughlan- Yes, Taylor- Yes, Torres- Yes, Facey- Yes, motion passed. (7-0)**

683

684 XV. Meeting Adjourned

685

686 **Ms. Facey motioned to adjourn the meeting at 9:42PM. Mr. Glover seconded the motion.**  
687 **The vote was unanimous, motion passed.**

688

689 **Mr. Grondstra called for a roll call vote: Glover-Yes, Grund-Yes, Grondstra- Yes,**  
690 **Coughlan- Yes, Taylor- Yes, Torres- Yes, Facey- Yes, motion passed. (7-0)**

691