

1 Souhegan Cooperative School Board

2 Tuesday, March 16th, 2021

3 Meeting Minutes- Approved 04 12 2021

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, and Mike Berry- Principal of SHS

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 Board Minutes: Danae A. Marotta

11 Public: Ms. Delaney Facques, SHS Community Council Liaison.

12 I. Souhegan Cooperative School Board Chair Opening

13 **Chairman of the Souhegan Cooperative School Board, Mr. Pim Grondstra, called the**
14 **meeting to order at 7:00PM.**

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

17
18 Before we get started, I'll read through a checklist to ensure that the meeting that we are holding
19 is in compliance with the Right-to-Know Law.

20
21 As Chairperson of the Souhegan Coop. Board, I find that due to the state of emergency declared
22 by the Governor as a result of the Covid-19 pandemic, and in accordance with the Governor's
23 Emergency Order Number #12, pursuant to Executive Order 2020-04 and its extensions, this
24 public body is authorized to meet electronically. Please note that there is no physical location to
25 observe and listen contemporaneously to this meeting which was authorized pursuant to the
26 Governor's Emergency Order.

27
28 In accordance with the Emergency Order, I am confirming that:

- 29
- 30 1. We are providing public access to the meeting by telephone, with additional access
31 possible by video and other electronic means. We are utilizing Zoom for this electronic
32 meeting. All members of the committee and selected district staff have the ability to
33 communicate contemporaneously in this meeting through this platform. And the public
34 has access to contemporaneously watch and or listen to the meeting on Zoom and via
35 phone by following the directions and links provided on our website: www.sau39.org.
36
 - 37 2. We have provided public notice of the necessary information for accessing the meeting.
38

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

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

56 II. Public Input I of II

57
 58 Mr. Grondstra commented to the public to use the "raise your hand" feature. Each participant is
 59 allowed 3 minutes.
 60

61 No public comment.
 62

63 He added that they will have a second public comment period later on in the meeting.
 64

65 III. Consent Agenda

66
 67 **Mr. Coughlan motioned to approve the Consent Agenda 1. February 15th, 2021 Draft**
 68 **Minutes 2. Unanticipated Revenue \$700, 3. SCSD Projected UFB 01 31 2021, 4. January**
 69 **2021 Treasurer's Report, 5. SCSD Feb. Facilities Report, 6. School Start Time, 7.**
 70 **Resignation Letter, and 8. March 2021 Principal's Report, as presented. Ms. Facey**
 71 **seconded the motion.**
 72

73 Mr. Grondstra asked for questions or comments.
 74

75 Ms. Taylor commented that she wanted to pull the #1. February 15th, 2021 Draft Minutes, #3
 76 SCSD Projected UFB 01 31 2021, #6. School Start Time Memo, #7. Resignation Letter, and #8.
 77 March 2021 Principal's Report.
 78

79 Mr. Glover added that he would like to pull item #2 Unanticipated Revenue Memo and, #6.
 80 School Start Time Memo.
 81

82 Ms. Grund mentioned that she would also like to pull some items.
 83

84 Ms. Taylor commented that she would like to make a change to line #424 on the #1. February
85 15th, 2021 Draft Minutes.

86
87 From *“Ms. Taylor replied that she would like to see the current unweighted distribution for*
88 *current sophomores and current juniors. It would be valuable in assessing the new grading*
89 *system”*

90
91 Changed to:

92
93 *“Ms. Taylor replied that she would like to see the current unweighted GPA distribution for*
94 *current sophomores and current juniors. It would be valuable in assessing the new grading*
95 *system.”*

96
97 Ms. Taylor added that she has not received that item and had requested it over a month ago.

98
99 Mr. Steel asked for Ms. Taylor to clarify.

100
101 Ms. Taylor replied that it is produced by the administration and the school.

102
103 Mr. Steel noted that they will get that to her when it is produced.

104
105 Mr. Glover inquired if the unanticipated revenue from Health Trust needs to be a separate
106 motion.

107
108 Mr. Steel explained that the all of the motions are assumed in the Consent Agenda to be one
109 motion. If a board member wants to pull an item for a separate motion that can be requested to
110 the Chair.

111
112 Mr. Glover asked if the Health Trust funds were funds, they were expecting.

113
114 Mr. Steel replied first, in full disclosure, he is on the Board of Directors for Health Trust. It will
115 not affect his duty. Those funds were given to them as part of a wellness initiative and
116 participating in the wellness program. They will be used for enriching staff wellness as a result.

117
118 Ms. Taylor asked about the administration’s plans for the UFB.

119
120 Mr. Grondstra noted that they are not at that point for discussing. The board had requested a
121 monthly check in. The only thing they had planned on was to set aside funds for the replacement
122 of the Turf Field, if they were available.

123
124 Ms. Taylor inquired if the \$230k in revenue goes back to the taxpayers.

125
126 Mr. Steel replied, yes.

127
128 Ms. Taylor asked about the \$570k and if those funds were available for the board to use, if they
129 agreed as a board.

130
131 Mr. Steel replied, yes.
132
133 Ms. Grund asked about the separate Covid funding.
134
135 Mr. Steel replied that they are going to use all of that money, it not, it gets returned to the State
136 and then Federal Government.
137
138 Ms. Grund inquired if it was separate.
139
140 Mr. Steel replied, yes.
141
142 SAU #39 Business Administrator, Ms. Michele Croteau, added that with the CARES and one
143 supplemental resource fund category, that those funds have been committed and used. In next
144 month's report there will be an additional line for CARES. CARES is considered SR1 funds and
145 there is another round of SR2 funds and that will be listed on there too.
146
147 Mr. Steel added that they know about future funding but not the details.
148
149 Mr. Grondstra commented that they will have short notice for the funds for the main entrance
150 since the budget will be voted on in June.
151
152 Mr. Torres inquired about the Covid funding and if they are making reimbursements.
153
154 Ms. Croteau replied that those funds have been disbursed to the district and there are certain
155 criteria that have to be met to draw those funds down. They need to keep appropriate records to
156 show the expenditures were eligible.
157
158 Ms. Grund inquired about the time for Jazz Band, Math Team and clubs.
159
160 Principal Berry replied that they have kept with the common practices of using time after school
161 and coordinating around the students that are involved in as they have typically done. They have
162 had conversations around using the extra time during the day as needed. It will be a case by case
163 and club by club approach. It is something they are trying to address.
164
165 Ms. Grund thanked Principal Berry.
166
167 Ms. Taylor inquired about the plans for dismissal and for Jazz Band.
168
169 Principal Berry replied that they will look at dismissal differently. That is going to be a shift in
170 the logistics afterschool. They will be in collaboration with the SRO, and administrators. The
171 students will have some input on that and it can possibly be a Community Council proposal.
172
173 Ms. Facey added that they should make time to meet with the individual club advisors.
174
175 Ms. Taylor mentioned that the start times should be voted on separately.

176 Mr. Grondstra replied, yes, they can do that.

177

178 Ms. Taylor suggested that they pull the #7 Resignation Letter for discussion in non-public
179 session.

180

181 Mr. Grondstra went to the March Principal's Report.

182

183 Ms. Grund inquired about the reframing the 10th grade experience and current team structure.

184

185 Principal Berry replied that they are beginning at looking at creating more flexibility with the
186 10th grade experience and running it differently than done in previous years. They are going to
187 talk about the personal pathways for education. They went through a process, similar to the daily
188 schedule process, and they will be scheduling the 10th grade students differently starting in the
189 2021-2022 school year this coming fall.

190

191 Ms. Grund asked Principal Berry to clarify.

192

193 Principal Berry explained that the schedule will be similar to the 11th and the 12th grade and they
194 want to structure the 9th and 10th grade free periods differently.

195

196 Ms. Grund asked about the assessment for students that are homeschooled and if they come
197 back.

198

199 Mr. Steel replied that they assess students and part of the onboarding process in Guidance. They
200 support their homeschool students and work with them on a case by case basis. It is a careful
201 process.

202

203 Ms. Taylor applauded the teachers and faculty for their hybrid instruction. She wanted to address
204 the Inquiry-Based Learning and if they solicited feedback form students.

205

206 Principal Berry replied that at this point they have not gotten to that level. They have had a series
207 of conversations about their vision of learning at the high school as it connects to SAU 39,
208 especially AMS. If you think about Souhegan it can get complicated, as there are some guiding
209 documents. They are trying to make that something that they can succinctly communicate to
210 their students and families. Before they put eyes on it for the student level, they need to sort
211 through it with their staff, students and administration.

212

213 Mr. Glover questioned if the increased flexibility is a good opportunity to experiment with some
214 homogeneous groupings when warranted so that students who are excelling in some area or need
215 extra help can gather for periods of time. They can get what they need together and then come
216 back to a more heterogeneous grouping, like an advisory.

217

218 Principal Berry replied, yes, it is part of the conversation at SHS. They have to be careful with
219 tracking and want to make sure that it is in the best interest of the students. They need to have
220 further conversations about their personal pathways to graduation and some of the flexibility that
221 they have created and then options and predicted pathways they can take.

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Ms. Taylor inquired about the ELO's and where they are going.

Principal Berry replied that there are different ways to define extended learning opportunities according to the State DOE and each community has the opportunity to kind of define it the way that they want. In his previous position there were about 6 different types of things that could be considered ELO's. It could include Senior Projects, but it does not have to. There are different pathways and options.

Ms. Taylor inquired if they are phasing out the Senior Project to make room for ELO's.

Principal Berry replied, no and he is not looking as if the Senior Project will be optional.

Ms. Taylor inquired if the SAU was sending graduate SSN's to the National Student Clearing House, which is an outside party.

Mr. Steel replied, no.

Ms. Taylor asked what report/information are they receiving from the NSCH and how are they doing that.

Mr. Steel replied that they subscribe to a service that the NHCH provides. They gather the information on our graduates, and we provide them with demographic information that they have on file, like their name, D.O.B. etc. They match that with data they have with all of the universities in the country and let them know the progress of their graduates in completing degrees.

Mr. Grondstra inquired if it was in the Principal's Report.

Ms. Taylor replied that she believes so, and it was in the Principal's Report last month. She would like the reports that they have received from the NHCH.

Mr. Steel remarked that they have only been subscribing to it for the past two years. Last year during Deliberative Session they published several graphs that displayed their data and how they compare to other places. A lot of the information they receive from them is confidential. They are happy to provide information that is public but not that is non-public.

Ms. Taylor requested information that is not confidential and questioned how the data is being used and how it makes the school better.

Mr. Grondstra inquired when are those reports typically available.

Mr. Steel replied that he is not sure but will definitely follow up. To be clear, they are not collecting information.

267 Ms. Taylor replied, right, but you are sending unique identifying information about out about our
268 graduates to the NSCH. That's how they identify that they are our students.

269
270 Mr. Steel replied, yes.

271
272 Mr. Grondstra added that they are going to pull #6 School Start Times and #7 Resignation
273 Letter.

274
275 **Mr. Coughlan motioned to approve consent agenda items 1. February 15th, 2021 Draft**
276 **Minutes, as amended, 2. Unanticipated Revenue \$700, 3. SCSD Projected UFB 01 31 2021,**
277 **4. January 2021 Treasurer's Report, 5. SCSD Feb. Facilities Report, and 8. March 2021**
278 **Principal's Report. Mr. Glover seconded the motion. Motion passed.**

279
280 **Mr. Grondstra called a Roll Call: Grondstra- Yes, Coughlan- Yes, Facey- Yes, Glover-Yes,**
281 **Grund- Yes, Torres- Yes and Taylor- Yes.**

282
283 Mr. Grondstra noted that he will give Ms. Delaney Facques, Community Council Liaison, time
284 to give an update.

285
286 Ms. Facques noted that the protection proposal that she had mentioned a few meetings ago was
287 passed unanimously. That proposal is to remove the current Souhegan policies of GBGAB and
288 JLCDA which don't allow for the distribution of condoms and other birth control devices. She
289 and Principal Berry want to give an update on senior class activities.

290
291 Last week they had a senior class meeting that was run by the senior class advisors and the
292 administration. Fang Fest is happening, and it will be the week before April. If possible,
293 everything will be held outside assuming the weather is good. The staff and administration are
294 making it inclusive for both remote and in-person students while also being Covid safe.

295
296 At the meeting, there was a survey given to Seniors, almost three-quarters of them responded.
297 The questions were around senior activities. She noted the statistics, 80% of the students wanted
298 prom, 76% wanted the class trip and around 50% wanted Challenge Day. Almost everyone was
299 in favor of going on the Senior Hike. This fall they did not collect senior dues and it would be an
300 added expense. For Project Graduation, they were discussing watching a drive-in movie and
301 other things.

302
303 The Board thanked Ms. Facques.

304
305 Ms. Taylor added that she would like to bring up the change for late start and how that ties into
306 the Strategic Vision.

307
308 Mr. Steel explained that this is not something directly tied to the Strategic Vision; however, this
309 is a topic that has been talked about for many, many years. In the same way that they strive to
310 have safe indoor air quality, well trained bus drivers, fire drills, etc. they want to have well rested
311 students. School start times fall in that category.

312

313 Ms. Taylor added that she knows that the start times were referenced on more than one strategic
314 vision presentation. She was trying to get something specific out of that.

315
316 She would like to bring up the science around late start and disrupting their routine.

317
318 Mr. Steel replied that their preferred solution is to have additional days for professional
319 development for staff to avoid that disruption. He agreed with Ms. Taylor that the late starts do
320 not seem to fit.

321
322 Ms. Grund inquired about the feedback from the teachers and staff from the February vote.

323
324 Mr. Steel noted that there have been minor things and it was not a consensus decision. There has
325 not been anything new that has not been considered thus far. He asked Principal Berry and Ms.
326 Meg Beauchamp, Director of Student Services if he forgot anything.

327
328 Principal Berry added that at the building level there have been conversations about what it is
329 going to look like with late starts in combination with the daily schedule.

330
331 Mr. Grondstra asked if there were any other board comments.

332
333 There were no further comments.

334
335 **He called for a vote for the Consent Agenda item #6 proposed school start time as indicated**
336 **in Superintendent Steel's memo.**

337
338 **Mr. Grondstra called a Roll Call: Grondstra- Yes, Coughlan- Yes, Facey- Yes, Glover-Yes,**
339 **Grund- Yes, Torres- Yes and Taylor- No. Motion passed (6 in favor, 1 opposed)**

340
341 IV. Public Comment II of II

342
343 Mr. Grondstra added that this is not meant to be a dialogue but more of an opportunity for the
344 public to voice their opinion. He asked the public to please use the "raise your hand" feature.

345
346 No Public Comment

347
348 Mr. Grondstra added that he was remiss in asking for committee updates.

349
350 V. Committee Updates

351
352 Mr. Coughlan mentioned that PPC will have a meeting next week. He is assuming that there will
353 be discussions around the start time.

354
355 Ms. Taylor thought that Community Council was a Committee of the Board.

356

357 Ms. Taylor added that she has had difficulty following Community Council, she was looking for
 358 their links and the agendas. She believes that they have to follow the Right to Know
 359 requirements.

360
 361 Mr. Coughlan replied that they are not a board committee but constituted by the SHS
 362 constitution. It is an internal function of the school and not a part of the Right to Know Law. Ms.
 363 Taylor is right; they should have minutes and agendas.

364
 365 Ms. Facques remarked that she will work to make sure that it is up to date.

366
 367 Ms. Facey added that there are minutes and she will work with Ms. Facques.

368
 369 VI. Non- Public Session

370
 371 **Mr. Glover motioned to enter into Non-Public Session RSA 91 A:3 II (a) and (c) at 7:58**
 372 **PM. Ms. Taylor seconded the motion. The vote was unanimous, motion passed.**

373
 374 **Mr. Grondstra called a Roll Call: Grondstra- Yes, Coughlan- Yes, Facey- Yes, Glover-Yes,**
 375 **Grund- Yes, Torres- Yes and Taylor- Yes. Motion passed**

376
 377 Members Present: Pim Grondstra, Steve Coughlan, Amy Facey, John Glover, Stephanie Grund,
 378 Laura Taylor, George Torres.

379
 380 Other persons present during nonpublic session: Adam Steel- Superintendent, Meg Beauchamp
 381 – Director of Special Services, Michele Croteau – Business Administrator, Mike Berry –
 382 Principal, Amina Fazlic – Director of Human Resources

383
 384 Description of matters discussed, and final decisions made. Note: Any votes taken must be
 385 recorded “in such a manner that the vote of each member is ascertained and recorded”:

386
 387 Discussion regarding resignations to ensure proper staffing and the annual re-nomination process
 388 of Souhegan staff. The Superintendent presented his list of Staff Re-nominations for the Board
 389 members to discuss.

390
 391 (Note: Under RSA 91-A:3, III. Minutes of proceedings in nonpublic sessions shall be kept and
 392 the record of all actions shall be promptly made available for public inspection, except as
 393 provided in this section. Minutes and decisions reached in nonpublic session shall be publicly
 394 disclosed within 72 hours of the meeting, unless, by recorded vote of 2/3 of the members present,
 395 taken in public session, it is determined that divulgence of the information likely would affect
 396 adversely the reputation of any person other than a member of this board, or render the proposed
 397 action of the board ineffective, or pertain to terrorism. In the event of such circumstances,
 398 information may be withheld until, in the opinion of a majority of members, the aforesaid
 399 circumstances no longer apply.)

400
 401 VII. Public Session

402

403 **Mr. Glover motioned to leave nonpublic session and return to public session at 9:13 PM.**
404 **Motion was seconded by Ms. Taylor. The vote was unanimous, motion passed.**

405
406 No motion was made to seal the minutes.

407
408 Superintendent, Adam Steel placed into nomination the list of professional staff discussed in
409 non-public.

410
411 **Mr. Coughlan made a motion to re-elect the nominated professional staff put forward by**
412 **the Superintendent. The motion was seconded by Mr. Glover. The vote was unanimous,**
413 **motion passed.**

414
415 **Mr. Grondstra called a Roll Call: Grondstra- Yes, Coughlan- Yes, Facey- Yes, Glover-Yes,**
416 **Grund- Yes, Torres- Yes and Taylor- Yes. Motion passed**

417
418 **Ms. Facey motioned to adjourn the meeting. The motion was seconded by Mr. Glover. The**
419 **vote was unanimous, motion passed.**

420
421 **Mr. Grondstra called a Roll Call: Grondstra- Yes, Coughlan- Yes, Facey- Yes, Glover-Yes,**
422 **Grund- Yes, Torres- Yes and Taylor- Yes. Motion passed**

423
424 Non- Public minutes provided by Ms. Stephanie Grund, Secretary

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