

MINUTES
SOUHEGAN COOPERATIVE SCHOOL BOARD
January 19, 2006
Souhegan High School Information Center

Page 734

Chairperson Steve Coughlan called the meeting to order at 6:04 p.m. **CALL TO ORDER**

Present:

ATTENDANCE

Souhegan Cooperative School Board: John Walsh, Jeanne Ludt, Jan Phelps, Phyllis Thomas, John Rizzi, Janet Gaynor (left at 7:50 p.m.), and Steve Coughlan

Administrative Team: Howard Colter, Susan Ward, Scott Prescott, Ted Houlihan, Regina Sullivan, Rich Boardman, and Kathy Skoglund

Finance Committee: Art Faint (left at 7:56 p.m.)

Minutes Recorder: Terri Connolly

Steve Coughlan invited comments from the public, but none were forthcoming. **PUBLIC TIME**

Alex McGuire reported the Council has been working on the Academic Honesty policy and the Community Council budget. The Council also reviewed a proposal to change volunteer community service hours to include time at for-profit organizations; the Council approved the changes and policy has been modified. **COMMUNITY COUNCIL**

Ted Houlihan noted the Academic Honesty policy has changed in terms of implementation, especially surrounding the areas of new technology and plagiarism of electronic documents. The new revised policy stipulates a suspension for first-time plagiarism violations. The policy will be implemented through Advisories.

Rich Boardman presented an update on the efforts that are underway for an alternative program for at-risk students. A group met over the summer to brainstorm ideas for the program. The ideas were discussed during a breakout session at the staff retreat. Members of the group have visited five area schools that have alternative education programs. The Committee continues to work on the program and hopes a target implementation of Fall 2007. **ADMINISTRATOR'S REPORT**

Jan Phelps asked how the group was defining at-risk, to which Rich responded those who are not traditional students. Perhaps the students are disadvantaged because of poor academic achievements, substance abuse, poor social-economic conditions, personal environment, or students who are not challenged enough. Rich

projects an estimated 40 at risk students at SHS.

Jan Phelps noted the group might want to look into the Jobs for NH Grads program, as some monies are connected to the initiative. Ted Houlihan reported the new guidance counselor is familiar with the program and will be looking into it, as there are some aspects of that program that will meet some student needs.

Steve Coughlan questioned if the program could be unified with the Middle School, to which Rich noted students are identifiable in the elementary years. The group wants to have a better idea of what the approach will be, but the intent is to share the program throughout the SAU.

Scott distributed an update for NEASC accreditation and noted the accreditation requirements, and additional information, are available on the school website. Scott reported NEASC membership requires that a school undergo a self-study and formal evaluation. A steering committee will direct the school's efforts during its self-study.

Scott also reported an in-service day was held this past Tuesday and commended Nicole Hiemarck for putting together a meaningful day for the staff. The cross-district service day provided a workshop on differentiated instruction. In addition to this, there are grant monies available for some staff to attend an upcoming differentiated instruction conference in Concord.

Scott noted Beth Woodbury had spearheaded an informal energy audit, which the Administration found useful.

Ted Houlihan presented an update on the WinterCession and noted the behavioral contract has undergone some fine-tuning. The guidelines are in print. There are guidelines in terms of expected behavior, specific room assignments and sleep assignments. In addition, students are expected to behave at school as if they are on a trip. The guidelines will require a parent and student signature and a signed copy must be submitted to the trip coordinator. The guidelines are also available online.

Scott distributed SRO data from staff and student surveys; the board agreed to review the data and discuss it at a future meeting.

Scott reviewed new coaching requests, to which Phyllis Thomas moved to approve Tim McNamara as a volunteer Boys Basketball Coach, and Craig Richardson and Debbie Nielsen as Destination Imagination Coaches. John Walsh seconded the motion. All board

members voted in favor of the motion. The motion passed.

Page 736

Phyllis Thomas approved and signed the manifest.

**MANIFEST
APPROVAL**

**BUSINESS AND
INSTRUCTION
FY'07 Budget and
Warrants**

The Board discussed some of the comments and input from the public hearing of January 16, 2006. There was some additional discussion regarding the cost per student calculation, to which Art Faint noted special education costs represent 15% of the budget and there is a 14% increase in this area over last year. Kathy Skoglund added there was a sizable influx [of students] from the Middle School to SHS.

Steve Coughlan noted the cost per student ratio is a standard, complex and uniform calculation, to which Susan added the state numbers are audited and available for comparison purposes from reliable sources.

The Board discussed success measurements for SHS students, to which Jeanne suggested adding community service to the equation, as it speaks volumes about the SHS students.

Susan Ward provided an explanation of building aid, as it pertains to the Wellness Facility Warrant Article. Susan explained building aid provides 93% funding on 40% of the project funds raised through taxation, but the payback, in the form of a tax credit, is after the fact and is reimbursed in five equal annual payments. Based upon this data, there must be \$200,000.00 raised in donations or an additional \$100,000.00 raised through taxation. If the money is raised through taxation, the funds are eligible for building aid, whereas an additional \$100,000.00 raised through contributions would not be eligible for building aid.

Susan reviewed the revenue summary and reviewed the process of establishing the tax rate for Amherst and Mont Vernon (with and without the Wellness Center and Building Aid components).

New estimates were given as a result of the new funding requirements; a one-time tax amount, based upon a \$300,000.00 house valuation, is \$75.00 for Amherst and \$69.00 for Mont Vernon.

Janet Gaynor read an email from Howard Colter, which stated that Howard recommends raising the amount [through taxation] to \$370,000.00 and notifying voters that equipment has been omitted. Susan noted the warrant article cannot be changed now, but an

amendment could be made on the floor of the deliberative session, at which time the board can present an explanation regarding the building aid process.

Janet Gaynor moved to accept Warrant Article 3, the Wellness Facility. John Rizzi seconded the motion.

Art Faint questioned what would happen with the building aid money as it comes in from the state, to which Susan reported the money comes in as a credit and will be applied as a tax credit.

John Walsh added the school board is required to address deficiencies within the school for the enhanced education of the students; with regard to health and wellness education, the school board is obligated to meet the needs of the students.

All board members voted unanimously in favor of the motion. The motion passed.

Phyllis Thomas moved to accept Warrant Article 2, the Budget. Jan Phelps seconded the motion. All board members voted in favor of the motion. The motion passed.

Jan Phelps moved to accept Warrant Article 4, as written. Janet Gaynor seconded the motion. All board members voted in favor of the motion. The motion passed.

Phyllis Thomas moved to accept Warrant Article 5, as written. John Walsh seconded the motion. All board members voted in favor of the motion. The motion passed.

John Walsh moved to accept Warrant Article 6. John Rizzi seconded the motion. All board members voted against the motion. The motion was unanimously defeated.

Susan Ward reported systems were in place for recording usage and cost for utilities and transportation costs. There is a projected surplus in the salary account, which could be applied to the deficit accounts.

FY'06 Status Report

Jan Phelps suggested asking the bus company for ridership data, to which Susan noted she could do that. John Walsh suggested the board review and discuss the possibility of charging for bussing. There was another suggestion to offer students an incentive to carpool.

It was noted a representative was needed from each school board, within the SAU, for the Superintendent Search Committee. Jan Phelps volunteered to represent the SCSB on that committee.

**Discussion re: SAU 39
January 10, 2006
Meeting**

It was noted there would be a SAU-wide feasibility study of a K-12 district and a SCSB representative was needed for the Feasibility Committee, to which Phyllis Thomas volunteered to represent SCSB on that committee.

The board agreed to defer approving the minutes until a future meeting.

**APPROVAL OF
MINUTES OF
JANURARY 5, 2006**

The board discussed the presentation format for the upcoming deliberative session and agreed to conduct a work session on February 2, 2006. Jan Phelps will bring a laptop to make changes onsite and Scott will make sure there is a projector and screen available.

OTHER

Phyllis Thomas recommended the Community Council member read some of the Points of Pride, to which Alex McGuire agreed to do.

Scott requested the board allow him to advertise for a part-time nursing assistant; Scott noted this position would be paid from the salary account and there was adequate funds available to do so. There was a question as to whether the position was in next year's budget, to which it was noted the position was not in the proposed budget. Scott added there would be a review of whether the position was needed at the end of the fiscal year. The Board agreed that Scott should advertise the position.

Steve noted the application deadline, for the superintendent search, is March 1, 2006. The finalist interviews will be scheduled on May 9th and 10th.

Susan Ward distributed draft copies of the principal contract, for Scott Prescott, for the Board to review.

The board reviewed the contract and Steve noted he had given "rolling contract" language to Howard for section 12, but the language has not yet been incorporated. Jan Phelps questioned the number of work days (which currently states "at a minimum of 225 days"), to which Steve reported this was common in other districts as

well. Jeanne Ludt suggested increasing the time the principal would have with regard to notifying the district of his resignation. It was noted the contract stipulates the board would give a three-month termination notice to the principal and the board members agreed the board should have at least the same amount of time if the principal resigns, as the current two-month is not adequate to conduct a thorough search.

The board agreed to send the contract back to Howard and Scott to address the items stated above.

John Walsh moved to adjourn and John Rizzi seconded the motion. All board members voted in favor of the motion. The meeting adjourned at 8:28 p.m. **ADJOURNMENT**