

MINUTES
SOUHEGAN COOPERATIVE SCHOOL BOARD
January 5, 2006
Souhegan High School – Info Center

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Chairperson Steve Coughlan called the meeting to order at 6:06 p.m. **CALL TO ORDER**

Present: **ATTENDANCE**
Souhegan Cooperative School Board: Steve Coughlan, John Walsh, Jeanne Ludt, Jan Phelps, Phyllis Thomas, John Rizzi, and Janet Gaynor
Administrative Team: Howard Colter, Susan Ward, Scott Prescott, and Kathy Skoglund
Finance Committee: Christine Morley and Dan Foley
Minutes Recorder: Terri Connolly

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

Jeanne Ludt presented a Community Council update and noted the Committee working on the timely return of assignments and tests has chosen not to create policy. The matter will be given back to the faculty and the Council hopes the matter will be addressed in a breakout session at the next faculty retreat. **COMMUNITY COUNCIL**

Phyllis Thomas approved and signed the manifest. **MANIFEST APPROVAL**

Chris Balch presented an update on WinterCession and highlighted different aspects of the Sophomore experiential learning program. Chris noted the topics centered around the one-week life learning experience is not regularly offered to students as it provides for cultural explorations and the development of life skills. Other positive outcomes include authentic learning (making connections with students beyond the classroom with meaningful impact), students make an emotional connection to learning whereby depth and retention is greater, there is a strong connection between the Souhegan mission and WinterCession with ties to tenth grade curriculum, and the program develops positive relations with teachers and peers. **BUSINESS AND INSTRUCTION WinterCession**

Chris highlighted the various WinterCession courses, which

include community service, life skills/career, science (with a marine biological focus), the arts, history/culture, and wellness.

Chris noted the cost of WinterCession continues to be a concern and there needs to be a mechanism created to reduce or eliminate the cost to parents. Chris added he would like to meet with the Finance Committee to address any ideas in this area. Chris reported the trip leaders are not compensated for additional hours so that matter should be reviewed as well. The cost per student has been reduced by \$100.00 per student this year to an approximate cost of \$320.00 per student.

Jeanne Ludt questioned if would be possible to run WinterCession with just the tenth grade faculty, to which Chris reported it would be possible with community volunteers, however, those volunteers would have to undergo a criminal back ground check and be passionate about the specific areas of study.

Chris noted he had gathered some information about a development office, as modeled by South Burlington High School (VT), whereby community contributions are raised for a program such as WinterCession.

Jan Phelps questioned the impact to the program if the courses offered were all localized, to which Chris noted some of the life experiential learning would be missed as there are inherent challenges in travel to overcome as well as the exposure to different cultures and historical artifacts.

Jeanne noted she appreciated that the WinterCession Refinement Committee is addressing many of the concerns surrounding the program and encouraged the Committee to keep up the good work.

Steve Coughlan added the Souhegan Scholarship Foundation might be a possible avenue to pursue with regard to the development office idea.

The Board reviewed the revised FY'07 budget and clarified the line items that been modified. Susan Ward noted the changes were reflective of the items discussed during the December 29th meeting, to which Howard Colter added the Board had requested a budget of or below a 6.8% increase with \$68,000 added for professional staff (except for administration). This revised budget reflects the line item reductions made and added salary amount, which results in an increased budget of 6.7%. **FY'07 BUDGET**

Steve reported there was a tentative agreement with the PPC, which is within the limits of \$68,000, but this does not assume the board or faculty will agree to it.

There was some discussion regarding vehicle rental expense, to which Scott reported he needed to look into some other economical transportation methods.

The Board discussed the possibility of capping food service labor, to which Howard suggested it might be appropriate for the Board to review this item in the spring and to do a study to make sure it is accurate and reflective of what it should be. Howard added the matter should not be brought to the attention of the PPC, as they are not prepared to deal with it right now.

Susan Ward noted a technological upgrade was proposed within the food service area. This upgrade is for POS terminals, server, and software, which Franceen believes will process students through the lunch lines more expeditiously and will allow parents to access balances via the web. Susan added she wanted to make sure the capacity was there for the system to be enhanced, if needed, and noted that Brad Freeman is working closely with Franceen Lupa on these technological advances.

John Walsh questioned if the default budget had been calculated yet, to which Susan reported she is working on the format.

Jeanne Ludt questioned if there is evidence regarding the effectiveness of the SRO position and the impact would be if there was a reduction in his schedule at the school, to which Scott Prescott reported John Smith was collecting data. Howard noted he believed the position has been effective, but could be done part time. Jeanne noted SHS would not receive a grant for the SRO position; Jeanne understood he was doing a superb job, but needed data to indicate his effectiveness in order to justify the expense in the budget. Janet Gaynor added she would like to receive information on the Emergency Preparedness project he has been working on.

The board briefly discussed the tuition projections, to which Susan noted she needed to work on that projection.

The board discussed the draft language for the proposed wellness facility warrant article, to which Susan noted she needed the exact monetary amounts and is close to having that information. Susan has also found that the money from the bond is interest, which will require a simple majority vote in order for the warrant to be approved

to expend the funds. The board discussed the warrant article items and agreed the wellness facility elements should be contained in one article. The board agreed to have Jeanne and Janet Gaynor meet with Susan and legal counsel to work on the warrant article draft language for the public hearing on January 16, 2005.

Christine Morley reported the Finance Committee will hold its next meeting on Tuesday, but the proposed budget meets and slightly exceeds the target.

John Walsh moved, Phyllis Thomas seconded, to go into non-public session under the provisions of RSA 91-A:3-II(a). By a roll call vote, all members voted in favor: Jeanne Ludt-yes, John Rizzi-yes, Jan Phelps-yes, John Walsh-yes, Steve Coughlan-yes, Janet Gaynor-yes, and Phyllis Thomas-yes. The Board went into non-public session at 8:29 p.m.

NON-PUBLIC SESSION

The Board discussed a personnel matter.

Jan Phelps moved, Janet Gaynor seconded, to come out of non-public session. By a roll call vote, all members voted in favor: Jeanne Ludt-yes, John Rizzi-yes, Jan Phelps-yes, John Walsh-yes, Steve Coughlan-yes, Janet Gaynor-yes, and Phyllis Thomas-yes. The Board came at out non-public session at 9:02 p.m.

Howard Colter nominated Scott Prescott for the position of principal at SHS, beginning July 1, 2006 through June 30, 2008, with a recommended first fiscal year salary of \$93,000 and a 2nd year salary of \$99,600.00.

PERSONNEL

Phyllis Thomas moved to accept the Superintendent’s recommendation. Jan Phelps seconded the motion. All board members voted in favor of the motion. The motion passed.

John Walsh moved to accept the minutes of December 1, 2005 and Phyllis Thomas seconded the motion. The minutes were accepted as amended:

APPROVAL OF MINUTES OF DECEMBER 1, 2005

Page 712, 6th paragraph, 1st line, change “Fox” to “Faques”

The motion passed.

John Walsh moved to accept the minutes of December 8, 2005 and Jeanne Ludt seconded the motion. The minutes were accepted without amendments. The motion passed. Jan Phelps abstained.

APPROVAL OF MINUTES OF DECEMBER 8, 2005

John Walsh moved to accept the minutes of December 15, 2005 and Phyllis Thomas seconded the motion. The minutes were accepted as amended:

Page 720, 1st paragraph, 7th line, change “cognoscente” to “cognizant”

The motion passed.

**APPROVAL OF
MINUTES OF
DECEMBER 15, 2005**

John Walsh moved to accept the minutes of December 20, 2005 and Phyllis Thomas seconded the motion. The minutes were accepted without amendments. The motion passed. John Walsh abstained.

**APPROVAL OF
MINUTES OF
DECEMBER 20, 2005**

The Board discussed the format of the public hearing and agreed that Scott Prescott would put together the points of pride information; Steve Coughlan would cover the budget overview; John Walsh would cover the default budget; Jeanne Ludt would address the SAU petition; and John Rizzi would discuss the warrant for the wellness article.

**OTHER
Public Hearing**

Jan Phelps will update the presentation and the Board agreed to submit presentation (slide) information to Jan by Wednesday, January 11, 2006.

John Walsh moved, Jan Phelps seconded, to go into non-public session under the provisions of RSA 91-A:2. By a roll call vote, all members voted in favor: Jeanne Ludt-yes, John Rizzi-yes, Jan Phelps-yes, John Walsh-yes, Steve Coughlan-yes, Janet Gaynor-yes, and Phyllis Thomas-yes. The Board went into non-public session at 9:20 p.m.

**NON-PUBLIC
SESSION**

The Board discussed negotiations.

Phyllis Thomas moved, Janet Gaynor seconded, to come out of non-public session. By a roll call vote, all members voted in favor: Jeanne Ludt-yes, John Rizzi-yes, Jan Phelps-yes, John Walsh-yes, Steve Coughlan-yes, Janet Gaynor-yes, and Phyllis Thomas-yes. The Board came at out non-public session at 9:44 p.m.

John Walsh moved the board ratify the proposed agreement with the Personnel and Policy Committee (PPC). Steve Coughlan seconded the motion. All board members voted in favor of the motion. The motion passed.

Janet Gaynor moved to adjourn. Jeanne Ludt seconded the motion. All board members voted in favor of the motion. The meeting adjourned at 9:45 p.m. **ADJOURNMENT**