

MINUTES
SOUHEGAN COOPERATIVE SCHOOL BOARD
November 3, 2005
Souhegan High School - Room A222

Page 694

Chairperson John Walsh called the meeting to order at 6:01 p.m.

CALL TO ORDER

Present:

ATTENDANCE

Souhegan Cooperative School Board: John Walsh, Jeanne Ludt, Jan Phelps (arrived at 6:11 p.m.), Phyllis Thomas, John Rizzi, Janet Gaynor, and Steve Coughlan

Administrative Team: Howard Colter, Susan Ward, Regina Sullivan, and Ted Houlihan

Finance Committee: Art Faint, Dan Foley, Mike DeShambeau, Ann Dodd, and Alysse Desmay

Minutes Recorder: Terri Connolly

John Walsh invited comments from the public, but none were forthcoming.

PUBLIC TIME

Steve Coughlan moved to accept the minutes of October 20, 2005 and John Rizzi seconded the motion. The minutes were accepted as amended:

**APPROVAL OF
MINUTES OF
OCTOBER 20, 2005**

Page 690, 5th paragraph, 6th line, change to read: "...\$40.80 per taxpayer, on average, for Amherst and \$30.80 per taxpayer, on average, for Mont Vernon."

Page 691, 1st paragraph, add: John Walsh noted SHS would not deficit spend, but would find the money somewhere.

Policy GCG, as an amendment, 1st reading to include: When a supervisory teacher is absent for the delay, the student teacher/intern, if qualified, may serve as the substitute teacher and be paid at the prevailing substitute rate. It was also noted this was a 1st reading of Policy GCG and a 2nd reading would take place at the next Board meeting.

The motion passed.

Alex McGuire reported Community Council conducted a Community Gathering with the student body gathering together to celebrate students' achievements and performances. Alex also reported Community Council is reviewing the 15-Minute Rule proposal and there were a number Community Council members planning on attending the Fall Forum in Boston.

**COMMUNITY
COUNCIL**

Phyllis Thomas noted there was no manifest to approve.

**MANIFEST
APPROVAL**

APPROVED Minutes of November 3, 2005 Souhegan Cooperative School Board Meeting

**BUSINESS AND
INSTRUCTION**

**Introduction of 2005-
06 Souhegan
Cooperative Advisory
Committee**

Souhegan Cooperative Advisory Finance Committee Chair, Art Faint, introduced the 2005-06 Souhegan Cooperative Advisory Committee: May Balsama, Christine Morley, Dan Foley, Mike DeChambeau, Anne Dodd, and Allise Desmet.

Art noted he appreciated the recent presentation, by Janet Gaynor and Jeanne Ludt, regarding the proposed Wellness Center.

Jeanne Ludt distributed copies of Susan Carr's presentation, SAU #39 A Picture of Health and noted some significant research findings, including: 35% of current Freshmen have a moderate to high risk and 14% of current Juniors have a Body Mass Index (BMI) that is "at risk" or obese and 67% of Freshmen cannot pass a health-related cardiovascular test.

**Discussion of Wellness
Center**

Jeanne reported a website was being created as is designed to inform the community of factual-based needs for a Wellness Center. Jeanne distributed copies of the website content and added the content is being reviewed for legal purposes. Jeanne reported she had also recently taken a facility tour with Bruce Wasson to assess storage space needs to determine how the space issues should be prioritized and how current space can be used more efficiently. Jeanne will compile a report of her findings, to which Janet Gaynor noted there are a lot of items in storage and suggested SHS schedule a yard sale to get rid of some stuff.

Janet reported the Committee met with the architect and was presented a first pass design that met the wish list, but was higher priced than anticipated. To reduce costs, the Committee recommended changing the space allocations to accommodate a smaller design; it is estimated the total square footage for the project is approximately 4,300 to 4,400 square feet.

Janet noted the Committee has still not received a concrete price on the project. In addition, the Finance Committee had made two recommendations regarding the project. First, the ventilation, as previously noted as a problem area, can be fixed. Janet reported the Boys and Girls locker room is too hot and has been this way since the building was built. Bruce Wasson will call Granite State to come in and assess the problem and get an estimate to have it fixed, to which Howard noted it was disheartening that this condition has been this way since the building was built and questioned if there is a need to

have an engineering company assess all HVAC conditions and address the problems as a capital improvement. Janet agreed to follow up with Bruce and report back to the Board.

Janet reported the second recommendation from the Finance Committee is to send out a RFP for a construction manager. Ann Dodd has drafted a sample RFP; Janet noted Howard had reviewed the draft and made some minimal changes and then she read the proposed RFP. Janet asked the Board for permission to move forward with the RFP and send it to a number of construction firms for quotes/estimates.

Phyllis Thomas noted the first bid came in at \$110.00 per square foot (equipped); Phyllis suggested not having RFPs include equipment, as it would be difficult to compare equipment equally and some equipment may be donated; the Board agreed with her recommendation.

Janet reported she spoke to Ed Murdough and was informed there is no New Hampshire statute requiring a School Board to go out to bid for construction management, however, it is a prudent practice. Janet also reported she was told it is not necessary to advertise a construction project—if the Board or district is comfortable working with a particular firm than they should be encouraged to use that firm. However, the Finance Committee has expressed concern that this would not be an acceptable practice or well received within the community.

There was additional discussion regarding the financials and questioned if was premature to move forward with a construction manager when the project has not yet been approved, to which Ann Dodd noted it was typical practice, in the construction industry, to donate pre-construction services and other fees may go down based upon a competitive bid process.

Steve Coughlan moved to have the RFP sent to three companies to include Eckman, Harvey and Fulcrum. John Rizzi seconded the motion. All Board Members voted in favor the motion passed.

The Board reviewed the J-policies.

J POLICIES

Jan Phelps moved, and Janet Gaynor seconded, to rename Policy JICA from Student Dress Code to Student Dress. All Board Members voted in favor. The motion passed.

The Board agreed to review a number of policies and then adopt

the policies with a motion. The Board reviewed and discussed the following:

- Policy JICC, adopt model and replace regulation of Board with policies of administration; replace Parent/Student handbook with Rules of the Road.
- Policy JICDAA, modify policy by deleting reference to GBEBB.
- Policy JICE, adopt last sentence only
- Policy JICFA, Hazing Policy, change Board of Education to School Board

Ted reported harassment, including bullying and hazing, are covered in *Rules of the Road*. There was a question if *Rules of the Road* covered employees and students. It was agreed the matter should be covered in a Board policy and in *Rules of Road*, and that the two should be reconciled and cover students and employees.

- Policy JICG, remove reference to KH and remove reference JICG-R.

Jan Phelps moved to approve all changes as discussed. Phyllis Thomas seconded the motion. All Board Members voted in favor. The motion passed.

The Board reviewed the following J-policies and proposed changes:

- Policy JJA, merge model language in front of existing language
- Policy JJG, modify prior approval of Superintendent to prior approval of Principal
- Policy JLC, merge model language in front of existing policy

Phyllis Thomas noted the school nurse can distribute acetaminophens and questioned if that should be on the form. It was agreed the Administration would discuss this matter with the school nurse and the nurse would draft the appropriate language.

- Policy JLCEA-R, adapt model language and remove reference JLCEA-R

Jan Phelps moved to accept changes to the policies, as discussed. Jeanne Ludt seconded the motion. All Board Members voted in favor. The motion passed.

Phyllis Thomas moved to postpone approval of policy JLC until the next Board Meeting and have the school nurse write draft language for the policy. John Rizzi seconded the motion. All Board members voted in favor of the motion. The motion passed.

Steve Coughlan reported the PPC is almost complete in their review of G Policies. Once PPC finalizes the review, Steve will review G policies with Jeanne and then bring the G policies to the Board.

Regina Sullivan and Ted Houlihan presented updates at SHS. Ted noted Alex McGuire led Community Council's Community Gathering. Ted publicly acknowledged Alex as an emerging leader at SHS. Regina added the Fall Forum for coalition schools will be held tomorrow in Boston and there are a number of teachers and administrators, from SHS, presenting. Jan Phelps requested the Board be sent copies of presentations.

**ADMINISTRATOR'S
REPORT**

Ted noted the fall play, A Rehearsal for Murder, would be held on November 18th and November 19th. Ted also noted the Community Gathering included the recognition of student athletes, a humorous skit about recycling, and Lisa Kent's dance class performed. Ted added it was wonderful to see dancers with different abilities dancing together.

Regina and Ted reported 90% of the budget is complete and recognized Rhonda Donaldson, Scott Prescott and the department heads for their efforts in this area. There is a Gulf Coast Benefit Concert scheduled for November 10th (student tickets: \$10/adult tickets: \$15) and there will also be raffle, for Patriot tickets, on December 17th. Spooktackular was held on Saturday.

There was also a brief discussion regarding efforts to conserve energy, to which Regina requested the Board consider meeting in the Main building for future Board meetings. The Board agreed to meet in the Information Center. John Walsh noted the field lights were on when he came to the Board meeting tonight and there was no one on the field. Jeanne Ludt added Community Council is focusing on an energy conservation campaign.

Steve Coughlan moved, Phyllis Thomas seconded, to go into non-public session under the provisions of RSA 91-A:2,I.(b). 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 7:30 p.m.

**NON-PUBLIC
SESSION**

The Board discussed a negotiation matter.

Janet Gaynor moved, Phyllis Thomas 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 8:01 p.m.

The Board discussed its negotiating position and it was agreed Steve will contact Attorney Bradley. It was also agreed a certified letter will be resent to the president of the Amherst Soccer club.

There was a question regarding the status of the Amherst Recreation Commission, to which Janet Gaynor reported the Commission is meeting on a regular basis and is in the process of assessing community recreation needs. Phyllis Thomas questioned future plans for an enclosed field facility, to which Janet noted she would follow up with Dana Redmond regarding that matter.

Jan Phelps questioned if there are any school items that should be in the Capital Improvement Plan (CIP). Jeanne questioned if a CIP report was available, to which Jan reported the report is not complete and should be available in a few months.

The Board briefly discussed the CIP as a back up funding source for the Wellness Center. Jan noted specific information would be needed, such as financial projections, justification, and the projected impact year. The Board discussed the projected cost and agreed \$600,000.00 (approx.) would be needed for the project.

Howard Colter noted he was planning on advertising the Principal vacancy in January, as the position was discussed as an interim position with Scott Prescott. Howard wanted Board input regarding the matter and suggested the matter be discussed in a non-public session at a future meeting. **OTHER**

Jeanne Ludt questioned if any Board Members had received phone calls from community members expressing concern about the termination of the Amherst Soccer Club agreement, to which Board Members reported they had not received phone calls.

Steve Coughlan moved to adjourn. Phyllis Thomas seconded. All Board Members voted in favor of the motion. The meeting adjourned at 8:13 p.m. **ADJOURNMENT**