

MINUTES
SOUHEGAN COOPERATIVE SCHOOL BOARD
June 1, 2006
Souhegan High School – Annex Room 222

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Chair Steve Coughlan called the meeting to order at 6:00 p.m.

CALL TO ORDER

Present:

ATTENDANCE

Souhegan Cooperative School Board: Steve Coughlan, Jeanne Ludt, Phyllis Thomas, John Rizzi, John Walsh, and Janet Gaynor (arrived at 6:10 p.m.)

Administrative Team: Howard Colter, Scott Prescott, Susan Ward, and Colleen Meaney

Presenters: Regina Sullivan, Rich Boardman, and Franceen Lupa

Minutes Recorder: Terri Connolly

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

PUBLIC TIME

The manifest was signed.

MANIFEST

Regina Sullivan and Rich Boardman presented an update from the At-Risk Committee. Regina and Rich reported on the committee's work to date, which includes defining at-risk characteristics and how the administration and staff can support the goals needed to implement an alternative educational program (EAP). The goals include assessment, curriculum, teacher education, community participation and family interventions.

**BUSINESS &
INSTRUCTION
At-Risk Committee
Report**

Regina reported she has uncovered some preliminary data from the National At-Risk Education Network (NAREN). In the upcoming summer, the committee will continue to formulate strategies to address this need. The committee would like to design a program and budget for the FY'07-08 school year and present a proposal to the board in Fall 2006.

When questioned how many students are at-risk at SCHS, Rich projected an estimated seven to ten students per class, on average, would benefit from this type of program.

Jeanne Ludt noted that several of the identified characteristics are applicable to all teenagers and questioned if aspects of the program, such as learning profiles, would be open to all students who want to

avail themselves of the program, to which Regina and Rich reported the committee has thought about that aspect. The committee believes it is necessary to start with the preliminary demographic of at-risk students and then expand with broader implementation in the future.

Howard Colter advised the board an at-risk program is designed for students who are usually in trouble at school and possibly with the law.

Franceen Lupa presented a 2006-2007 food service plan to the board. Franceen noted the food service prices are higher than area schools due to higher quality foods and staff salary and benefits. Franceen reviewed the new food service items, as recommended through the wellness initiative, which would be in place at the beginning of the next school year. Howard suggested a communications campaign of the new initiatives get underway so students have an idea of what to expect when they return to school. There was a suggestion and brief discussion that Franceen should contact Kathy White regarding marketing and website enhancements.

2006-2007 Food Service Plan

The board discussed the process of implementing wellness nutritional initiatives moderately, to which Janet Gaynor noted her support for meeting federal guidelines and implementing measures, above the guidelines, over a period of time. Janet also suggested distributing a flyer to the students explaining why the changes are being implemented. Scott Prescott noted the Wellness Committee proposal was designed to incorporate measures over multiple years and there is no need to be extreme in the implementation of the whole proposal. Scott added the school store would be implementing some wellness initiatives for the upcoming year

Jeanne suggested utilizing Community Council to market and promote buy-in from the student body regarding the new initiatives and Steve encouraged advisories to minimize bringing in food from outside sources and to support the in-school food service.

There was a brief discussion about taking a wall down next to the kitchen to add more room, to which Franceen noted Jim Rines had given her an estimate of \$7,000 - \$8,000 before he left for that project; the board noted they would take a look at that in the future.

Franceen reviewed the projected budget and requested the board provide some guidelines as to the increase so vendors could be notified for next year. It was noted that if kids are leaving campus to pay \$5.00 for a sub, than a slight increase should not present a financial hardship. Scott suggested Community Council research the

matter to gather data as to where the kids are going and what they are eating when off campus.

Phyllis Thomas moved to authorize an increase in the price of lunch up to \$2.80. Jeanne Ludt seconded the motion. All board members voted in favor of the motion. The motion passed.

Franceen noted adult meals would go up to \$3.80 for a full-meal, but there are ala carte options.

It was also noted Kim Parrett and Alex McGuire, from Community Council, should be contacted regarding the matter.

Jeanne Ludt reported elections have been held for Treasurer and Clerk; an online voting process was used so the results are not known yet. Community Council also continued to discuss and debate the camera proposal—the item will be discussed again at the next meeting and there may be vote on the matter at that time. Parents are more supportive of the proposal from a safety and security perspective, whereas students do not support the proposal because they focused on it as a measure to address the theft issue.

**COMMUNITY
COUNCIL**

Scott Prescott presented an administrators' report, which highlighted events and matters at SCHS. Scott reported there were two new fall coaches, John Young and Paula Demanski.

**ADMINISTRATORS'
REPORT**

Scott updated the board on resignations and noted Mary Moore, Julie Wright, Heidi Huntley, Beth Woodbury, Jennifer Jordan, and Lisa VonBraun have resigned.

Resignations

Howard Colter recommended the board approve the slate of coaches, dated June 1, 2006, as presented this evening.

Nominations

Janet Gaynor moved to approve the slate of nominations. John Walsh seconded the motion. All board members voted in favor of the motion. The motion passed.

Howard Colter nominated Carrie Smallwood for a 1st year probationary Learning Specialist, and Ane Coughlin as a 1st year probationary Mathematics Teacher for 2006-2007.

Howard Colter nominated Shelly Manha and Kay (Penny) Curtis for 1:1 Paraprofessional positions with a contract beginning August 29, 2006 and ending June 30, 2007.

John Walsh moved, and Phyllis Thomas seconded, to accept the

nominations of Ane Coughlin for a Mathematics teacher position, at the salary presented; Carrie Smallwood for a Learning Specialist position, at the salary presented; Kay (Penny) Curtis for a 1:1 Paraprofessional position, at the salary presented; and Shelly Manha as a 1:1 Paraprofessional, at the salary given. All board members voted in favor of the motion. The motion passed.

Scott also reported Senior Project has been very successful and recognized Dan Beraccio and Sue Downer and the SCHS staff for all of their efforts concerning Senior Project. The board agreed to write a thank you note to Dan, Sue, Franceen, Rich Boardman, and Regina Sullivan.

Scott added that the Junior Book Awards went off well; the Academic Awards will be held tomorrow morning and notices were sent to parents of students who will be receiving an award. Run for Hope will be postponed until Monday, June 5, 2006. Scott recognized Irene Pyle and Susan Nichols for doing a great job with the awards presentations, Maggie Paul for organizing Run for Hope, and Regina Sullivan for heading up the graduation program.

Scott noted he had questioned Bill Dod as to his recommendations for using the soccer club funds. Bill has suggested resurfacing the track. The board discussed the possibility of purchasing bleachers and incorporating track resurfacing into the FY'07-08 budget, to which Howard suggested the resurfacing item needs an assessment and should go out for bid. To go through the bidding process would extend beyond the current fiscal year, which is not enough time to spend the monies from the soccer club.

Scott nominated Beth Dunham for an extended leave of absence. Phyllis Thomas moved to grant the leave of absence and Janet Gaynor seconded the motion. All board members voted in favor of the motion. The motion passed.

Scott reported that because of the number of students with special needs next year, some space would be shifted around; the change in space will accommodate wheelchair-bound students and there is no cost impact for the changes.

Scott also noted there has been a tuition request for an incoming 9th grader, to which Howard Colter encouraged the board to review the policy of accepting tuition students other than those of SAU district employees. Howard noted extending tuition to kids of SAU employees is a benefit to the employees of the SAU. In addition, there are some circumstances where arrangements are made between

towns and school boards of a reciprocal nature. There is a cost associated with tuition students so any tuition fees are a wash. The current policy states a sending district will cover special education costs, however, this policy has put the ASD in a predicament. The ASD currently has a tuition student and has recommended the child receive special education, but the parents and the sending district are not in agreement. The matter is not simple and the tuition policy deserves a review.

The board discussed revising the policy to offer tuition to employees of the district only and current tuition students would be grand fathered. Steve added the board would go with the superintendent's recommendation in the short-term; in the long term, the policy will be changed.

Jeanne Ludt asked how many students would not be graduating, to which Scott added he would get that data.

Steve Coughlan noted an additional meeting for the board and faculty will be scheduled for Spring 2007. Steve reviewed the proposed format for the upcoming June 14th meeting and noted the recommendation is to have the group stay together, rather than splitting up into sub-groups, and to focus the discussion on long term and short-term faculty goals.

Preparation for June 14th Faculty Meeting

In terms of dialogue, the questions would be similar to: what are you working on and how can the board support your work? This dialogue will present a discussion opportunity around topics of how to make SCHS a better school. In addition, the discussion will be useful for budget purposes and a springboard for the Spring 2007 meeting in terms of a follow up to goals and outcomes.

There was a question if the dialogue could also encompass the board goals and that there be an exchange on how the faculty can help the board achieve its goals. It was agreed the board goals could be distributed in advance of the meeting. The meeting will be 3:00 – 4:00 p.m. and Scott Prescott will make arrangements for the location.

Jeanne Ludt reported a Wellness Committee has been developed with many of the same members as the former Wellness Committee. Janet Gaynor questioned if she should notify the Bean Foundation to let them know the board would like to take another run for funding, to which Howard added he thought the matter was 'dead in the water.' The ASD will be issuing a warrant article for the Master Plan next year, which will be a sizable project. Howard suggested the matters, between the two districts, may prove to be competitive and

Wellness Facility Plan

that the community is not convinced there is a pressing need at SCHS.

Jeanne added the obesity issue is a K-12 problem and SCHS still has wellness classes conducted in the hallway. Jeanne noted she did not think it should be decided that the matter is dead in the water, to which Howard expressed his concern the board may be turned down again, which may have negative ramifications to the budget.

Janet and Jeanne also noted the committee has not heard from the Bertha Roger’s Foundation yet and suggested inviting an ASD board member to be on the Wellness Committee.

John Walsh moved to approve the May 18, 2006 Public Meeting minutes. Phyllis Thomas seconded the motion. All board members voted in favor of the motion without amendments; Janet Gaynor abstained. The motion passed.

**APPROVAL OF
MAY 18, 2006
PUBLIC MEETING**

John Walsh moved to approve the May 18, 2006 board meeting minutes. Phyllis Thomas seconded the motion. The board voted in favor of the motion, with the following amendments:

Page 769, 2nd paragraph, 13th line, change “load” to “loud”

Page 770, 2nd paragraph, 2nd line, change to read: “...from the Annex surplus, if...”

Page 773, 6th paragraph, 5th line, change “relative” to “relevant”

Page 774, add new paragraph (before last paragraph on page):

“Phyllis Thomas moved to seal the minutes until June 14, 2006. Jeanne Ludt seconded the motion. Board members voted unanimously in favor of the motion. The motion passed.”

Janet Gaynor abstained. The motion passed.

The board reviewed the meeting minutes of June 17, 2004. There was a discussion as to whether the board had moved and approved a custodial position for then SAU #39 Business Director, Michael Galan. The board agreed Michael was present that evening and had made a presentation. The board agreed there was a discussion, but could not recall a motion or approving a matter. It was noted that Michael did not work as a custodian, but worked as an interim mail carrier for the district. It was also noted that all members in attendance were on the board at that time with no member recalling a motion or approval; the board took no action on the matter.

OTHER

The board discussed upcoming agenda items for the June 15th meeting and noted Bill Dod would make a presentation regarding the athletic department and programs. There will also be a WinterCession report and Scott Prescott and Nicole Heimarck would

present new minimum standards for high schools and the projected impact on SCHS. Steve added he would like to include issues raised on a list submitted by Regina Sullivan.

The board also noted a receipt of the waiver for two flood days. It was noted an email has been sent out across the SAU, which contained a work recommendation/guide. The expectation is the two work days will immediately follow the last two days of school.

John Walsh moved to adjourn. Janet Gaynor seconded the motion. All board members voted in favor and the meeting adjourned at 9:15 p.m. **ADJOURNMENT**