

MINUTES
SOUHEGAN COOPERATIVE SCHOOL BOARD
August 17, 2005
Souhegan High School - Room A222

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Chairperson John Walsh called the meeting to order at 6:00 p.m.

CALL TO ORDER

Present:

ATTENDANCE

Souhegan Cooperative School Board: John Walsh, Jeanne Ludt, Jan Phelps (arrived at 6:05 p.m.), Phyllis Thomas, John Rizzi, Janet Gaynor (arrived at 6:07 p.m.), and Steve Coughlan

Administrative Team: Howard Colter, Susan Ward, Colleen Meaney, and Bill Dod (left at 6:40 p.m.)

Minutes Recorder: Terri Connolly

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

PUBLIC TIME

There was no update on Community Council.

**COMMUNITY
COUNCIL**

Phyllis Thomas moved to accept the minutes of July 20, 2005 and Steve Coughlan seconded the motion. The minutes were accepted as amended:

**APPROVAL OF
MINUTES OF JULY
20, 2005**

Page 654, under Attendance, change "Sue Carr" to "Rachel Brayman" and "Parrott" to "Parrett"

Page 654, 3rd paragraph, last sentence, change to Superintendent

Page 654, last paragraph, add last line: Jeanne Ludt noted it may be either the Superintendent or School Board discretion, but was not certain.

Page 655, 1st paragraph, 1st line, change "Parrott" to "Parrett"

Page 656, 2nd paragraph, 1st line, change "Parrott" to "Parrett"

The motion passed.

Phyllis Thomas moved to accept the minutes of August 4, 2005 and Jeanne Ludt seconded the motion. The minutes were accepted as amended:

**APPROVAL OF
MINUTES OF
AUGUST 4, 2005**

Page 661, 4th paragraph, 2nd line, change "Cappie" to "Cappy"

The motion passed. John Rizzi abstained.

Phyllis Thomas signed the manifest.

**MANIFEST
APPROVAL**

**ATHLETIC
DEPARTMENT
UPDATE**

Bill Dod presented an Athletic Department update and distributed a Souhegan High School Athletic Participation chart. Bill noted there had been a slight dip in participation last year, but there were increasing numbers of participation this year. Bill gave a summary on sports programs, achievements, and distributed the Class a summary of the Class I Sportsmanship Awards 2004-2005. Bill noted SHS won 8 sportsmanship awards out of 30—the most of Class I sports teams.

Bill reported there is a new website for athletes, coaches, and parents: www.highschoolsports.net. This is a free website that offers sports teams scheduling capabilities from now through June 2006. If there is a cancellation, an email can be transmitted within one minute to parents who are registered through this website. Text phone messages will also appear for those who are registered for that service, and sports teams with websites are linked to this site. Bill has promoted this service during coach's night, Sunday night emails, *Connections*, and will ask Rhonda to communicate via letter. It was also noted information about the website is on the school website. Bill offered accolades to his Administrative Assistant for processing all the sports participation paperwork, Building and Grounds for a great job on the fields, and the Board for their support.

Bill noted if funding were available he would like to see bleachers on the visitor's side of the stadium. Bill will be requesting a Boys JV or Assistant Volleyball Coach in the upcoming budget and there will be a request for athletic uniforms. Bill reported all teams buy their own uniforms. New uniforms were purchased for sub-varsity; however the National Sports Federation has imposed a regulation change whereby white uniforms are required. Excess funds from users fees will be used to purchase sub-varsity boys' and girls' uniforms.

John Walsh reported Dan Roberts had purchased \$3,000 worth of new equipment, to replace existing equipment, for the weight room and questioned if the Football Booster Club had received the equipment yet, to which Bill responded it has not been received to date.

Janet Gaynor questioned the cost of bleachers, to which Bill noted \$600 and up. John Walsh reported he has seen portable, collapsible bleachers in the \$10,000 - \$12,000 range.

The board toured the current weight room and noted the space had poor ventilation, was in dilapidated condition, and was a very tight space.

Bill presented an update on the weight room expansion and noted he has met with Scott Prescott and Jim Rines and offered suggestions; his suggestions include making the room meet the needs of male and female athletes and wellness initiatives, and equipping it with a handicap accessible bathroom.

Jeanne Ludt questioned if the Board could receive a breakdown of user fees and gate receipts and noted she thought parents thought these funds were used to purchase uniforms. Bill responded that information is available and he would get it for the Board. Bill reported user fee and gate receipt funds had purchased extraordinary items such as the pole vault poles or some item for the pole vault pit and added the funds do not purchase uniforms and the athletes were never told that.

Howard Colter expressed his concern about students desire to emulate big, strong athletes and asked if there was a coordinated effort to inform against the use of unnatural products to enhance strength, size, and performance, to which Bill reported coaches do address this matter with athletes each year and Healthy Connections featured the topic two years ago. Howard added the matter should be addressed annually, to which the Board concurred. Jeanne Ludt suggested the issue be addressed as part of coach's orientation and John Walsh stressed there be another Healthy Connections centered on this topic.

The Board thanked Bill for his report and efforts.

Jeanne Ludt reported she has sent two emails to Cappy Nunlist regarding the matter of construction funding for the weight room and has not received a response to date.

Howard reported he could arrange for the Board to hear from students, coaches, athletes and teachers who would like to voice support for the athletic/wellness room, to which Steve Coughlan suggested hearing from non-athletes with regard to what level of interest they may have. Jan Phelps noted she initially did not consider the weight room a top priority, but supports the project now that she has seen it.

It was noted the Board had told Ted Hall to contact the district architect and agreed to have Scott Prescott pursue the matter now.

**BUSINESS AND
INSTRUCTION
Weight Training
Improvements Report**

There was also a suggestion to change the name of the weight room to the Fitness Center or Fitness Room. John Rizzi clarified that in talking with the architect, the balcony area should not be considered as the project moves forward.

Jan Phelps questioned if the project would be considered for funding in the next budget season, to which John Walsh responded that matter would depend upon Cappy Nunlist's findings.

The Board agreed to reschedule this item for the September 15, 2005 meeting and Phyllis Thomas noted the Finance Committee had made recommendations the Board needed to consider.

**Board Feedback on
Finance Committee
Report re FY'06
Budget**

John Walsh questioned if Susan Ward would be able to present a zero-based budget and regular budget, to which Susan agreed to present the budget in whatever format the Board wanted.

Janet Gaynor and John Rizzi updated the Board regarding the Amherst Soccer Club (ASC) agreement, and submitted an email as appendage to the minutes. John Rizzi noted the terms of termination required a one-year notice. Howard Colter added if the Board serves notice to terminate the agreement, clubs could still use the fields, but there would be no contractual agreement or guarantee to any certain field for any certain club.

**Termination of
Agreement with
Amherst Soccer Club
(ASC)**

Steve Coughlan questioned if the agreement is terminated, will SHS be liable to pay ASC, to which Janet Gaynor reported money in the joint account is a result of volunteer hours, and it would be wrong to receive all the money as SHS still owes \$30,000 for Simeon Wilson lights, which \$23,000 has been paid back to date. There was additional discussion regarding how the money would be received, to which Howard Colter suggested ASC purchase bleachers for SHS, which the Board concurred to be an excellent idea.

John Walsh questioned where the plaque was for the Annex, to which Colleen Meaney noted she would look into the matter.

Steve Coughlan moved to accept the recommendation to terminate the agreement with the Amherst Soccer Club. Jan Phelps seconded the motion. All Board Members voted in favor of the motion. The motion passed.

There was additional discussion regarding the accounting process for the funds, to which Steve Coughlan noted the agreement would not be terminated until next fiscal year so the funds could be considered anticipated income.

Susan Ward reported, for informational purposes only, an inquiry had been received from the State Building Aid, requesting the SAU file necessary paperwork to process unpaid invoices for the building project. Susan reported she had informed them that the project was not complete, as the parking lot remains to be finished.

Janet Gaynor added the total cost of parking lot, including moving the lines, is approximately \$405,956.00 and there is approximately \$567,000 in the account.

Jeanne Ludt questioned if ASD is aware of what has been done concerning the parking lot, to which Howard Colter responded the ASD Board is aware.

Colleen Meaney presented updates at SHS, including the efforts that will be underway in the next school year for meeting the at-risk student population, and the effort to meet needs of all students for academic enhancement. Howard Colter added SHS wants to develop a 3-year plan focusing on how to make students more successful and will be organizing an ad-hoc committee for this endeavor. Steve Coughlan and Jan Phelps agreed to serve as Board Member Representatives for the committee.

**ADMINISTRATOR'S
REPORTS**

Colleen reported the NH Department of Health and Human Services has requested a member of the student body participate in a meningitis study; the student, who had contracted meningitis, has agreed to participate. Colleen noted the utmost of confidentiality regarding this matter and added records would be destroyed after the study is conducted.

Colleen also reported student test results have been received and Scott Prescott and Colleen will present some analysis to the Board at a future meeting. In the 3 tests conducted, SHS students continue to score within the top 3-5% of the state; the parking lot and Room 123 are anticipated to be complete by the end of next week; the Newcomer's Orientation will be held on Monday. Fall Sports and Band Camp are underway and Registration Day will be coming up soon. Colleen distributed a copy of a thank you letter from the International Center for Leadership in Education regarding the Conference on Model Schools. SHS participants conducted their workshop four times; the Fall Forum will be held November 3-5 in Boston—more information is available at www.essentialschools.org; Colleen distributed the article, *Raising Expectations for the Gifted*, which will serve as a springboard for ideas and discussion at the upcoming Honors Challenge Workshop to be held during the retreat. Phyllis Thomas suggested gifted students address the current SHS gifted students, to which Jan Phelps added her daughter would be

willing to participate in that exchange.

John Walsh asked Colleen to give him some dates for the Ice Cream Social.

Steve Coughlan moved to adopt policy JECB. Jeanne Ludt seconded the motion. All Board Members voted in favor of the motion. The motion passed.

POLICIES
Adoption of Policy
JECB

Howard Colter reported Cappy Nunlist has the G-policies and has asked her for a response before school starts.

J Policies

Janet Gaynor questioned if policy JICI, Weapons in School, was changed last year, to which John Walsh noted there were some Social Studies students who were going to redo the policy, but the Board has not heard back from anyone regarding the matter. Steve Coughlan noted the Board has never formally adopted a weapons policy, and has left the matter up to the Administrators to address issues in Rules of the Road. Howard Colter responded there should be a policy and it should be linked to policy of consequences. The student handbook should be revised and adopted to meet policies, and should be reviewed and revised, as necessary, on an annual basis.

Janet Gaynor added she would like the weapons policy to include pocketknives.

Colleen Meaney noted Ted Houlihan updates the policies in the Rules of the Road, to which Jeanne Ludt requested copies be given to Board Members. Steve Coughlan noted the weapons policy is not required by law, but highly recommended.

There was a discussion regarding whether the Board should adopt the J-policies, to which Steve Coughlan expressed it might be premature to do so as there are some questions, which were presented to Ted Hall, that now have to be addressed with Scott Prescott. Steve noted he would be meeting with Scott on Friday, and it was suggested Ted Houlihan and Colleen Meaney attend as well.

The Board agreed to conduct a 2nd reading of the J-policies during the first meeting of September.

Steve Coughlan reported JHC, Student Release Precautions, was a standard policy recommended by the School Board Association, and added SHS may want to change the wording of the standard policy to reflect existing SHS procedures. Steve suggested leaving the matter

to the Administration's discretion because of historic success. There was additional discussion regarding existing practices with Colleen noting there was an amazing degree of awareness with regard to students leaving campus—if students do not have a note and leave campus, Linda Conley calls their parents. It was agreed Colleen Meaney will show the standard policy to Ted Houlihan and Linda Connelly and the Administration will address the matter.

Howard Colter nominated Carl Nichols for a full-time, half-year Social Studies teaching position and Sarah Ramsey for half-time Creative Cooking and Chef's teaching position. **Nominations**

Steve Coughlan moved to accept the Superintendent's recommended nominations. John Rizzi seconded the motion. All Board Members voted in favor of the motion passed. The motion passed.

Jeanne Ludt moved, Janet Gaynor seconded, to go into non-public session under the provisions of RSA 91-A:3,II.(c)). 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 8:15 p.m. **NON-PUBLIC SESSION**

The Board discussed an administrative matter.

Steve Coughlan 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 8:18 p.m.

Howard Colter noted the Board should be extremely impressed with Scott Prescott's solid start for the upcoming school year. **OTHER**

Steve Coughlan moved to adjourn. Janet Gaynor seconded. All Board Members voted in favor of the motion. The meeting adjourned at 8:22 p.m. **ADJOURNMENT**

(To be attached as Appendage to August 17, 2005 Souhegan Cooperative School Board Meeting Minutes)

After much discussion, countless meetings between both parties, and one legal opinion, we (John Rizzi and Janet Gaynor) unanimously recommend early termination of the current license agreement between the ASC and the Souhegan School District as stated in Section 5.01 of said agreement for the following reasons:

1. Souhegan's lack of consistent available playing facilities to accommodate ASC programs.
2. Inability of both parties to agree upon what investment, capital improvement, and/or expenditure the jointly held funds should be spent on.
3. Potential conflict in the near future with the newly re-organized Recreation Commission and their town wide plan for field use allocation, maintenance and development.

We ask for your support and would request that you agree to sending a letter to notify the ASC of our intent to terminate this agreement, which would take effect 1 year from the date of said letter.