

**MINUTES**  
**SOUHEGAN COOPERATIVE SCHOOL BOARD**  
**January 11, 2007**  
**Souhegan High School – Annex Room 222**

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Chair Steve Coughlan called the meeting to order at 6:07 p.m. **CALL TO ORDER**

Present:

**ATTENDANCE**

Souhegan Cooperative School Board: Steve Coughlan, Janet Gaynor, Jeanne Ludt, Dana Redmond, John Rizzi Phyllis Thomas (left at 7:10 p.m.) and John Walsh

Administrative Team: Dr. Mary Jennings, Scott Prescott and Elizabeth Shankel

Finance Advisory Committee: Dan Foley, and Christine Morley

Community Council: Frank Cinque

Minutes Recorder: Lyn Jennings

- A. Principals Report – Board members received a copy of Scott Prescott’s School Board Report dated January 2007. **ANNOUNCEMENTS**

Scott provided the board with a handout, which summarized the advisory and class efforts in the area of community service over the month of December. Scott said Maggie Paul did an outstanding job coordinating these efforts.

Dr. Jennings asked what Maggie’s position was at the school. Scott said Maggie is involved in internship/apprentice type work, he said she is responsible for coordinating community work service. Scott said she has a website which helps coordinate what type of community service work people are in need of and she is also in the process of putting together a website for job opportunities for students.

- B. Community Council Report – Board members received a copy of the Community Council Report to the School Board dated 1/11/2007 submitted by Brittany Daniels.

Jeanne Ludt said she understands there is a Jr. John

Smith. Jeanne said this was a data point that helped her know what was going on at Souhegan High School. Jeanne said she would like to see this report again.

Janet Gaynor suggested maybe they receive Jr. John Smith's report on a quarterly basis.

John Rizzi agreed with Janet, the report didn't need to be all that detailed or frequent, because if something were urgent they would hear about it immediately however, a quarterly update would be helpful.

Scott Prescott said he does let Steve Coughlan know about important issues. Scott explained there is two levels of filtering first, through himself then through Steve Coughlan, if it is determined a serious issue then it is shared with the school board.

Dana Redmond agreed, a quarterly update would be helpful, and it could be included in the Principal's Report.

Scott Prescott agreed to provide a Jr. John Smith update in his Principal's Report once a trimester.

C. Gifts to Souhegan – Scott Prescott explained they have received several donations over the past month that they wanted the board to officially accept.

1. Monarch Instruments – for First Robotics (annual contribution).
2. LCF Enterprises - \$2,500 for First Robotics (annual contribution).
3. Bill Price – the amount of his stipend – for First Robotics (annual contribution).
4. BAE and Tom Hoose - \$200 for the Archives Project

Scott explained they also received a \$20,000 grant from Milford Hospital to support their work with student in the area of mental health. Scott said they would use this money to fund supplies and personnel to work with groups of students that are struggling with a variety of personal issue that impact their mental health and their ability to be successful in school.

Betty Shankel explained Gift # 3 from Bill Price, should be pulled from the Consent Agenda. Betty explained board members should thank him for volunteering his

time and not taking his stipend.

Phyllis Thomas said she would send Bill Price a thank-you note thanking him for his gift of uncompensated time due to his work on First Robotics.

A motion was made by Janet Gaynor and seconded by Phyllis Thomas to accept the following Gifts to Souhegan, which are to be deposited into the Activity Fund – 1. Monarch Instruments \$3,000; 2. LCF Enterprises - \$2,500; and BAE and Tom Hoose for \$200.

A Public Hearing will be scheduled at the next regularly scheduled Souhegan School Board Meeting on February 20, 2007, to accept the Milford Hospital donation of \$20,000.

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

A. Acceptance of Gifts from the Consent Agenda was pulled from the consent agenda and voted on separately. **CONSENT AGENDA**

Steve Coughlan adopted the Consent Agenda which consisted of B. Minutes – December 12, 2006; December 21, 2006; and January 3, 2007; C. Budget Transfer Request #200705.

Sue Downer, a Co-coordinator for Senior Project provided some highlights from 2005-2006. Sue also teaches Chemistry. The other Co-coordinator is Dan Bisaccio, he teaches biology and environmental sciences. **PRESENTATIONS**

- Both faculty and students praised shift in dates.
- Additional late start day to facilitate panel's review of applied research encouraged higher quality applied pieces and presentations.
- Technology supported real time analysis of data allowing for better tracking of student achievement.
- 236 seniors successfully completed the Senior

- Project.
- Senior Project Awards Night resulted in the following:
    - 26 seniors displaying their applied pieces
    - 15 Re-presented their projects
    - 110 Awards were presented for personal growth, community service, research, applied research and presentation of honors.

Sue provided some highlights for 2006-2007 to date:

- In response to faculty and student feedback they maintained a calendar similar to that used last year.
- 268 seniors (biggest class ever)
- 46 Panels (118 faculty and 18 support staff)
- 57 seniors are including a community service component into their project.

Sue provided a copy of the Senior Project Timeline for 2006-2007.

Sue said all senior proposals have been reviewed and 200 students are ready to go, 50 students need a little pushing, and 12 students need to see either her or Dan.

Senior Project Presentations are scheduled for May 14, 2007, through May 21, 2007.

Exhibition Night is scheduled for May 24, 2007. The Senior Class, their families, and the SHS Community are all welcome to attend.

Included in the information provided by Sue, was a handout titled, "What I Learned From Senior Project." The handout provided examples of what some seniors wrote about what they learned from last years Senior Project.

Board members were asked if they had any questions or comments.

Jeanne Ludt said she thinks the timeline for the Senior Projects flows beautifully thanks to Sue and Dan. Jeanne asked why they skipped the month of February in

their timeline.

Sue said the month is very short and with vacation in February, it would only give them three weeks to work with which is not much time, so, they decided to get right back into the schedule on March 8, 2007.

Jeanne said Senior Project is a great way to showcase what is done at Souhegan. She asked how they can better communicate the event to the public so people will come to Exhibition Night in May.

Sue said they would be publishing all the topics again this year. She also suggested they do more of a PR campaign prior to Exhibition Night. She suggested maybe they post information on the SAU website.

Steve Coughlan suggested they post Exhibition Night on the Community Bulletin Board and on the Community Access Channel. Steve suggested Sue e-mail the information to him so he could get the information posted on the Community Access Channel.

Dr. Jennings asked if Senior Project was a requirement for graduation. Sue said yes, it was a requirement.

Dr. Jennings asked what was the rate of students not completing the project. Sue said all the students who were on track to graduate completed Senior Project. Sue said in April of 2006, seven students were dragging along, and the administration was pretty certain they would not be graduating even with or without Senior Project.

Dr. Jennings commended Sue and Dan for all their work as well as the faculty. Sue said it's the faculty that makes Senior Project.

Sue said they still need Mentors to sit on a panel to meet and review drafts of the Applied Research. Sue said if anyone on the board was interested in being a mentor to either e-mail her or Dan. Sue said they need six more mentors.

Scott Prescott said the staff meets with 2-3 students per

week outside of their regular work. Scott said the level of need varies by student. Scott said by teachers being involved in Senior Project, it takes away their prep time in order to get this work done, but teachers are very supportive and he gets no complaints.

Scott said the work Sue and Dan have done is definitely equivalent to teaching another class.

- A. Vote to place warrants before Public Hearing – **ACTION ITEMS**  
A motion was made by Dana Redmond and seconded by John Rizzi to place the three proposed Warrant Articles before the Public Hearing on January 15, 2007. All members of the board voted in favor of the motion and the motion passed.

- A. Preparation for Presentations at Public Hearing and Deliberative Session - **DISCUSSION ITEMS**  
The board prepared for their presentation at the Public Hearing as well as Deliberative Session.

John Walsh moved to adjourn and Phyllis Thomas seconded the motion. All board members voted in favor of the motion. The motion passed. The meeting adjourned at 9:30 p.m. **REVIEW OF MEETING/ADJOURNMENT**