

**MINUTES**  
**SOUHEGAN COOPERATIVE SCHOOL BOARD MEETING**  
**June 21, 2007**  
**Souhegan High School – Annex Room 222**

Steve Coughlan called the meeting to order at 6.07 pm.

Present:

Souhegan Cooperative School Board: Steve Coughlan, Jeanne Ludt, Dan Foley, Dana Redmond, Christine Morley

Administrative Team: Nicole Heimark, Dr. Mary Jennings, Elizabeth Shankel

Community Council: Brittany Daniels, Frank Cinque

Minutes Recorder: Christine Morley

#### ANNOUNCEMENTS

As part of the Power of One project, a student, John Barnes, had submitted a letter to the Board advocating changes at the High School. He suggested replacing electric dryers in the bathrooms with paper towels. It was decided that the School Board should write back to recommend that John should first take his suggestions to Community Council.

#### COMMUNITY COUNCIL

Board members received a copy of the Community Council Report dated June 21, 2007 submitted by Brittany Daniels.

There were no questions or comments pertaining to the report.

The Board thanked Brittany for her contributions to the School Board and service on Community Council and welcomed Frank Cinque, the newly elected representative.

#### PRINCIPAL'S REPORT

Board members were given a copy of Scott Prescott's School Board Report dated June 2007. AP course audits had been submitted to the College Board and results had started to come back, with all courses approved so far.

It was also reported that Chris Brooks and Amy Pham would be hosting and presenting an ethics seminar to other educators next week; SHS is hosting facilitators' training; Trish Underwood is coming in to work with staff on differentiated education.

Staffing: A couple of teachers are going on maternity leave (final number not determined); most Special Education teachers have been hired; a math teacher is still to be hired; substitute teachers are also required.

#### CONSENT AGENDA

Steve Coughlan pulled Consent Agenda Item C.1 Minutes May 10, 2007.

The Board adopted Consent Agenda Items A. Acceptance of donations to Football Activity Fund, Theater Activity Fund, Principal's Activity Fund, Ice Hockey Activity Fund, FIRST Robotics Activity Fund, General Fund for FY08; B. Budget. 1. Treasurer's

Report; 2. Manifest; 3. Budget Transfers; D. Activity Fund Report; E. Personnel. 1. Acceptance of Resignation; 2. Acceptance of Leave Request; 3. Nominations. There was a question as to why there was a Project Graduation Activity Fund as Project Graduation is not a school activity. This is going to be corrected and the donations passed on to the Project Graduation organizers.

#### ACTION ITEMS

- A. Expendable Trust – Dana Redmond explained how the Amherst School Board manages its expendable trust: it has an advisory committee that looks at proposed expenditures and brings recommendations to the School Board in the public hearing at the beginning of School Board meetings. Jeanne Ludt asked for clarification of what the Souhegan Expendable Trust encompasses. It encompasses more than a facilities expendable trust and could be used for expenditures related to health, safety or unforeseen emergencies. A charter needs to be set up for the Trust. The SAU Administration will prepare a draft for the Board to review.
- B. NHSBA Review – The NH School Boards Association has requested resolutions from school boards for discussion. The NHSBA delegation will present those that gain the most votes to the state legislature.
- C. End of Year Transfers – Food Services requires a total of \$55,352 to cover the prior year and current year accumulated deficit resulting from a number of factors. Steve Coughlan requested that Betty Shankel and Franceen Lupa investigate ways to reduce the deficit by at least 50% next year and to look at sales of a la carte items. A motion was made by Jeanne Ludt and seconded by Dan Foley to transfer up to \$55,352 to the Food Services Fund.

#### DISCUSSION ITEMS

- A. Board Communications – Participation – Jeanne Ludt is concerned about poor attendance by school board members at school events. It was generally agreed to encourage greater attendance, schedules permitting.
- B. NHSBA School Board Guidelines – Books issued by the NHSBA were distributed. A School Board self assessment questionnaire would be put on Angel and the results discussed at later Board meetings. All Board members were requested to complete the survey.
- D. Approval Social Studies Curriculum – The revised Social Studies Curriculum was presented and discussed at the May 24<sup>th</sup> 2007 School Board Meeting. Jeanne Ludt proposed and Dan Foley seconded a motion to accept the curriculum. The Board unanimously accepted the motion.

#### NON-PUBLIC SESSION

A motion was made by Dan Foley and seconded by Dana Redmond to enter in to Non-Public Session per RSA 91-A:3 II(a). By roll call vote, Coughlan-yes, Foley-yes, Ludt-yes, Morley-yes, Redmond-yes. The Board entered public session at 7.32 pm.

The Board discussed a request to allow a non-resident student to attend Souhegan High School.

A motion was made by Steve Coughlan and seconded by Jeanne Ludt to come out of Non-Public Session by roll call vote: Coughlan-yes, Foley-yes, Ludt-yes, Morley-yes, Redmond-yes. The Board came out of Non-Public Session at 8.05 pm.

#### DISCUSSION ITEMS CONTINUED

C. Policies – Mary noted that a change to policy BG (Board Policy Process) recommended at the SAU meeting had not been made to the copy presented in the packet for this meeting. The first line of the second paragraph should read: “The Board considers policy development *one of its chief functions*.”

Dana Redmond proposed and Dan Foley seconded a motion to accept policies BAAA, BFE, BGA, BGB, BGC, BGD, BGE, BGF and ADC as written and BG as modified above. The Board unanimously accepted this motion.

Policy KF (Use of School Buildings and Facilities): Dana Redmond talked about leases with regard to the Town Recreation department. Dana proposed and Dan Foley seconded a motion to amend the third paragraph of policy KF to read: “First priority for the use of all school facilities is granted to the schools for activities and programs. Second priority for the use of school facilities is granted to officially recognized school-related organizations and Town Recreation. Third priority is granted to those activities and organizations that serve the youth of the community, such as Brownies and Scouts. All other proper requests shall be granted on the basis of availability.”

The Board unanimously accepted this motion.

There was discussion regarding the eighth paragraph of policy KF, as to whether a district employee should always be on hand when a community group is permitted to use a school facility. Dr. Mary Jennings will seek the opinion of legal counsel regarding this issue and report back to the Board. It was also decided that Dana should attend the other Board meetings in the SAU to recommend consistency across the districts for policy KF.

#### OTHER

There were no other topics for discussion.

#### REVIEW OF MEETING/ADJOURN

Dana Redmond moved and Dan Foley seconded the motion to adjourn the meeting. All board members voted in favor of the motion and the meeting adjourned at 8.52 pm.