

**SOUHEGAN COOPERATIVE SCHOOL BOARD MEETING MINUTES
SEPTEMBER 19, 2007
Souhegan High School - Annex Room 222**

Steve Coughlan called the meeting to order at 6:07 p.m.

I. CALL TO ORDER

Present:

ATTENDANCE

Souhegan Cooperative School Board: Steve Coughlan, Dan Foley, Jeanne Ludt, Dana Redmond, John Walsh and Janet Gaynor

Administrative Team: Dr. Mary Jennings, Scott Prescott, Kris Gallo and Colleen Meaney

Community Council: Frank Cinque

Minutes Recorder: Karyn Camplin

A. INTRODUCTION OF SCSB FINANCE COMMITTEE

II. ANNOUNCEMENTS

Cynthia Dokmo introduced Peter Stearns, Gail Agans, Mary Mahar, Marilyn Peterman, Deb Naro and Julie Whitcomb as members of the SCSB finance committee. Fran Harrow was not present. Cynthia stated there were more candidates than normal and Deb Naro will serve as an alternate. Each member present gave a brief introduction of themselves.

B. PRINCIPAL'S REPORT

Board members were given a copy of Scott Prescott's School Board Report. Scott told members of the Board there was a senior college night where approximately 180 parents attended. Counselors broke up in groups of 30 people. He was very pleased with the attendance.

Staffing: There are two anticipated retirements. The Dean of Students, Ted Houlihan, and the Athletic Director, Bill Dod. Scott explained the time line for advertising and accepting applications for these vacancies would be after the holiday break. In February there would be a committee comprising of coaches, community members and administrative staff for the interviewing process. Scott was looking at a March time frame for hiring to be ahead of the normal hiring time.

Jeanne Ludt requested enrollment figures. Scott said there are approximately 970 students this year and there were approximately 1,010 students last year. Scott will have more exact figures October 1st. The capacity is approximately 1,300 students.

There was discussion among the Board regarding the track. It is anticipated that within 5 years there will need to be a decision as to whether to recoat and rip up the track or replace the base.

C. SUPERINTENDENT'S REPORT- Dr. Jennings will send a schedule of the budget process. The first draft will be October 18th with assumptions.

Mary reviewed the hiring sheet. All positions at Souhegan have been hired. The 8th grade program brought with them six paraprofessionals. Three paraprofessionals came from the middle school. There were students who were placed on a team and it allowed one teacher to replace three paraprofessionals with. The three paraprofessionals cost \$60,000 and the teacher's salary was \$40,000. There was also the savings from benefits. The special education staff could reduce by .5. It was added to the alternative program association. There was a savings of \$26,000, however, a student came at the last minute requiring special education costing \$17,955.

Mary said the next agenda for the finance committee is for the athletic director and the Real cost of running programs.

D. COMMUNITY COUNCIL REPORT

Frank Cinque passed out minutes to Board members.

Steve Coughlan asked for comments from the public but none were forthcoming.

III. PUBLIC TIME

The Board adopted Consent Agenda Items A. Minutes. 1. June 21, 2007; 2. August 16, 2007; B. Budget;. 1. Treasurer's Report - August 2007; 2. Manifest - August 2007; C. Personnel. 1. Leave Requests; 2. Nomination D. Donations to Student Activity Fund; 1. \$575.00 - Golf Team; 2. \$2,500.00- First Robotics Team. E. Student Activity Fund Report.

IV. CONSENT AGENDA

A. KRIS GALLO NEASC UPDATE

Kris said she was disappointed with the report. There were also 28 teachers who did not have their classrooms visited. She focused on recommendations from the seven standards that they are now addressing.

They are as follows:

- Implement the use of school-wide rubrics
- Implement a process for the effective coordination and articulation of the curriculum between and amount all academic areas within the school as well as sending schools
- Develop and implement a plan for further differentiated instruction in the classroom
- Ensure the professional staff communicates individual student progress in achieving school-wide rubrics, as well as the school's progress achieving all school-wide expectations to the school community
- Continue to develop programs that provide alternative pathways for at-risk students to achieve their fullest potential
- Address space needs for engineering, wellness programs and storage areas

V. PRESENTATIONS

There was discussion that the Board will address space needs for engineering, wellness programs and storage areas as a budgetary issue.

There was also discussion that there is a perception by students that the discipline is not consistent.

Colleen Meaney spoke about the summer program designed for 8th grade students who were at high risk. These students were not necessarily on an I.E.P.. There were 30 families who were invited to attend. Fifteen families agreed and the program was well received.

Janet asked the NEASC report was out to the public. The report is in the Mt. Vernon and Amherst libraries. Scott released a statement regarding the NEASC report to the Cabinet and the Citizen.

A. SCSB 2007-08 GOALS

VI. ACTION ITEMS

Mary reviewed the SAU mission which is to engage, challenge and support all learners. The district one year goal is to focus on reading across the curriculum in grades K-12. She asked the Board to brainstorm ideas of what it can do to support this goal. In addition to the district goal the board also wanted to include passing the budget, updating policies, communication and a master plan as their goals. Mary said she would help to set up a measurement.

B. APPOINTMENT OF SAU39 BUDGET ADVISORY COMMITTEE

Steve appointed Peggy Stokes.

C. POLICY JJF; STUDENT ACTIVITIES ACCOUNTS, 2ND READING

There was discussion of the process the policies follow.

Steve Coughlan moved to adopt JJF - STUDENT ACTIVITIES FUND MANAGEMENT. Janet Gaynor seconded the motion. The motion passed unanimously. (4-0)

D. EXPENDABLE TRUST CHARTER PROPOSAL

Steve suggested to amend the charter to a 5 member board to include 2 Amherst citizens, 1 Mount Vernon citizen, 2 members of the School Board, one from Mount Vernon and one from Amherst. There were no objections.

Moved by John Walsh to adopt EXPENDABLE TRUST CHARTER with changes. Dana Redmond seconded the motion. The motion passed unanimously. (4-0)

A. Suggestions for School Board Presentations 2007-2008

VII. DISCUSSION ITEMS

John Walsh suggested we invite the department heads to a Board meeting. He would also like to meet with the literacy coach and the English department to determine what their needs are to achieve the district goal.

Janet Gaynor would like to have a presentation regarding how the technology is funded and the pros and cons of leasing versus purchasing.

Members of the Board suggested having student presentations and participation per Scott's discretion.

B. Policies

It was the first reading for the following policies.

EB - Safety Program

EBBB - Accident Reports

ECAF - Audio and Video Surveillance on School Buses

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EEA - Student Transportation Services

EEAE - School Bus Safety Program

EEAEA - Fitness for Duty of Bus Drivers and those performing Safety and Sensitive Transportation Functions

Steve Coughlan pointed out that in order for Souhegan to adopt these new policies the Board would have to vote out existing policies adopted 6/96 and vote new policies in. He said some policies are being practiced but have never been voted in.

Steve said the policies listed above reflect current practice, achievable reality and have gone through the legal process.

Mary Jennings brought to the Board's attention that the Amherst School Board has made a change to the policy EEA - Student Transportation Services. The Amherst School Board would like to omit the last sentence under Resolution of Conflicts, if the parent is again not satisfied by the ruling, he/she may appeal to the Superintendent within the next five-day period. As a last appeal, the parent may request to appear before the District Board's Transportation Committee. Mary recommends a transportation committee.

In regards to policy EEAE - School Bus Safety Program there is an addition which is listed as #5 and states the Board authorizes use of video and audio surveillance on school buses to ensure the health, welfare, and safety of all students while riding on school buses. Use of such surveillance will be in accordance with policy ECAF, Video and Audio Surveillance.

Policy EEAEA - Fitness for Duty of Bus Drivers and Those Performing Safety Sensitive Transportation Functions. Bus cameras can legally keep video for 10 days not 15 days as it is stated in the current policy. This policy would replace the audio and video policy.

There will be a second reading of these policies at the next Board meeting.

Pam Dudoff made a list of all of all the proposed changes for all Boards.

Steve Coughlan discussed an e-mail from Lisa Petrie regarding complaints of text books and/or video in the library. There will be an appeal committee that will comprise of staff members and citizens. The board will need nominations of two residents from the district. Steve will e-mail the policy to each Board member Thursday September 20, 2007.

VIII. OTHER

A motion was made by John Walsh and seconded by Janet Gaynor to adjourn the meeting. Board members voted in favor of the motion and the motion passed unanimously. (4-0). The meeting was adjourned at 9:11

REVIEW OF MEETING/ADJOURN

