

MINUTES
SOUHEGAN COOPERATIVE SCHOOL DISTRICT BOARD MEETING
FINAL*THURSDAY MARCH 20, 2008***FINAL**
SOUHEGAN HIGH SCHOOL-ANNEX ROOM A22

Present:

Souhegan Cooperative School Board: Steve Coughlan, Dana Redmond, Jeanne Ludt, Dan Foley, Pam Coughlin, Christine Janson, Mary Lou Mullens

Administrative Team: Dr. Mary Jennings, Scott Prescott, Betty Shankel, Kris Gallo, Colleen Meaney, Nicole Heimark, Amy Sarsfield

Community Council: Frank Cinque

Minutes Recorder: Karyn Camplin

ORGANIZATIONAL MEETING

I. CALL TO ORDER

Mary Jennings called the meeting to order at 6:03 p.m. Mary welcomed new Board members Mary Lou Mullens, Pam Coughlin and Christine Janson.

II. ELECTION OF SCHOOL BOARD OFFICERS

A. CHAIRMAN:

Dan nominated and Pam seconded Steve Coughlan for the chairman position. The nomination passed unanimously (6-0).

B. VICE CHAIRMAN:

Chris nominated and Pam seconded Jeanne Ludt for the vice chairman position. The nomination passed unanimously (6-0).

C. SECRETARY:

Jeanne nominated and Dana seconded Mary Lou Mullens for the secretary position. Mary Lou withdrew her nomination and nominated Christine Janson. The nomination of Christine was seconded by Pam. The nomination passed unanimously (6-0).

III. COMMITTEE ASSIGNMENTS

Capitol Investment Planning Committee: Steve Coughlan

Community Council Liaison: Mary Lou Mullens will be the Board representative. Pam Coughlin will continue to attend meetings as a Mt. Vernon citizen.

Finance Advisory Committee Liaison: Dana Redmond

Manifest: Two school Board members must sign the manifest before bills are paid. Jeanne and Dan are currently on this committee. Jeanne said it is customary for new Board members to serve on this committee. Jeanne is willing to help with the transition. Pam Coughlin, Mary Lou Mullens and Christine Janson will rotate every four months.

Pam will serve first. Jeanne will be the second Board member signer.

Policy Committee: Steve informed Board members this is a SAU wide committee. Pam Dudhoff is currently the chairperson for this committee and will be resigning. Jeanne Ludt and Pam Coughlin volunteered to serve on this committee.

PTSA Liaison: Jeanne Ludt

Publicity & Communications Committee: Dan Foley, Jeanne Ludt and Christine Janson

Technology Committee: Dan Foley and Steve Coughlan

Expandable Trust Committee: Dan Foley and Dana Redmond

IV. APPOINTMENT OF SCHOOL DISTRICT OFFICIALS

A. TREASURER:

Steve nominated Ann Logan and Pam seconded the nomination. The nomination passed unanimously (6-0).

B. CLERK:

Steve nominated Susan Ward and Jeanne seconded the nomination. The nomination passed unanimously (6-0).

REGULAR MEETING

I. CALL TO ORDER

Steve called the regular meeting to order at 6:20 p.m.

II. ANNOUNCEMENTS

Steve announced on election day, March 11th, the operating budget passed with 1,621 votes in favor versus 1,282 opposed. The teachers contract passed with 1,721 votes in favor. Steve said it was a tribute to all Board members and to Peggy Silva for writing articles and providing information to the public.

A. PRINCIPAL'S REPORT:

Board members were given a copy of Scott Prescott's School Board Report dated March 20, 2008. Scott added the 8th grade transition night on March 18th was a success.

Approximately 450 students and parents attended. The teachers from grade 9 worked with Kris. The parents and students were separated into groups. Spring sports started on March 17th. Souhegan is hosting a job fair on March 24th. The fair is being advertised in the Sunday Union Leader and can also be found on the web site.

B. COMMUNITY COUNCIL:

Board Members were give a copy of the Community Council Report. Frank informed Board members the Council is tabling the proposal regarding weighted grades because the faculty is not in favor. Frank discussed the YouTube proposal which would enable access to all students for educational purposes. Currently, only the staff can access You Tube.

The technology department projects the cost to be approximately \$50,000. The council is considering modifying the proposal to one computer per class. Frank addressed the issue of inappropriate material. He said there would be a parent and student agreement signed on registration day. Jeanne added the obstacles are quite large. The Council had a Christmas/St. Patrick's day party which was a success.

III. PUBLIC TIME

Steve invited comments from the Public but none were forthcoming.

IV. CONSENT AGENDA

The C.1. Request for leave and B.3. Transfers were pulled from the Consent Agenda.

Consent Agenda A. Minutes 1. February 21, 2008, B. Budget 1. Treasurer's Report, B. Budget 2. Manifest, D. Donation-\$2,000 Best Buy Teach Award are approved.

B. 3. Transfers

Betty explained because of the default budget the priorities shifted regarding license renewal and technology. Scott informed Board members the renewal licenses are projections and they were misbudgeted.

A motion was made by Pam to accept Consent Agenda item B. 3. Transfer No. 200807 and seconded by Dana. The motion passed unanimously (6-0).

C. 1. Requests for Leave

Jeanne asked what the process was in regards to a long term sub. Scott explained it is made clear to the candidate that it is a 1 year position. Currently there is a request for a full year leave which will not be filled. There is a full year leave for a part time position and there is someone in the school who is currently filling in.

A motion was made by Jeanne to accept Consent Agenda item C. 1. Request for Leave and seconded by Chris. The motion passed unanimously (6-0).

V. NOMINATIONS

Mary explained that it is New Hampshire state law for the superintendent to nominate candidates. The Board will approve or disapprove candidates.

A. ATHLETIC DIRECTOR:

Mary nominated Chris Lavoie for the position of Athletic Director. Mary informed Board members that Chris has a high goal regarding communications with the community. Scott added Chris has experience coaching a variety of high school sports. Chris has been involved in NHIAA for a number of years and understands the states rules and regulations. Chris went through a rigorous interviewing process and received unanimous

support from all of the groups involved. Dana said he participated in the interviewing process and felt Chris was the best candidate.

A motion was made by Jeanne to approve the nomination and seconded by Dana. The motion passed unanimously (6-0).

B. DEAN OF STUDENTS:

Mary nominated Bob Thompson for the position of Dean of Students. Mary informed Board members Bob has a certificate as a secondary administrator. Bob has close ties with the community and police department and serves on the Somersworth School Board. The interviewing committee highly recommends Bob. Scott added Bob is currently involved in team teaching. Bob has strong connections with parents in the community and is well respected. Scott strongly supports his candidacy.

A motion was made by Dana to approve the nomination and seconded by Jeanne. The motion passed unanimously. (6-0).

VI. PRESENTATIONS

A. NECAP TESTS:

1. Results:

Nicole explained the NECAP test design. The reading test is given to grades 3-8 and 11. The reading test is comprised of multiple choice and constructed response items. The math test is given to grades 3-8 and 11. The math test is comprised of multiple choice, short answer, and constructed response items. The writing test is given to grades 5,8 and 11. The writing test is comprised of multiple choice, short answer, constructed response and extended response items. The levels of performance are proficient with distinction, proficient, partially proficient and substantially below proficient.

Nicole reviewed NECAP results for the 2007-2008 school year. Of the students who are on an IEP, 95% performed below proficiency standards. She showed Board members a bar graph showing the area district comparison for 2007 Mathematics results. The bars showed proficient and proficient with distinction scores. The comparisons are based on demographics by district. Souhegan had 33% proficient and 3% proficient with distinction. The state average showed 26% proficient and 2% proficient with distinction. The cohort data in regards to reading showed Souhegan was not following gender trends with 83% of males scoring in proficient and above compared to female at 81%. At the state level, males scored 60% and females scored 74%. Students with an IEP scored 53% compared to all other scoring at 88%. In mathematics, Souhegan did follow the gender trend with males scoring 44% in proficient and above and females scoring 25%. Students with an IEP scored 5% and all other scored 41%. Nicole presented the results from the Amherst School District. This data is used to inform high school planning, curriculum

and instruction. The results of an Amherst 3-year cohort trend shows a decline in scores.

Nicole explained identifying areas of strength and weaknesses for future NECAP data analysis involves analyzing NECAP test results in relation to the GSE's (Grade Span Expectations) and released test items from 2007.

2. FOLLOW-UP:

In the spring of 2008, the department is planning the following:

- *review NECAP, PSAT and internal data on student performance
- *identify areas needing additional focus
- *design student centered goals to address one or more of these areas
- *determine how student progress on these goals will be assessed
- *coordinators share goals with administrators and other coordinators

In the summer the focus will be on curriculum and assessment work. The department will collect baseline data. The winter and spring the department will collect data on growth.

Scott said he has met with coordinators and provided them with detailed results that have been broken down even further to individual students. He has met with all staff and has asked everyone to look at NECAP, internal data and PSAT data over the last 3 years to see if it is consistent with different measures. All departments are involved and asked to see if there is an area students are struggling and how they can change the curriculum. Scott is looking at schools who performed better to see what they are doing differently. New Hampshire scored slightly higher than Vermont and Rhode Island.

Jeanne asked if the test is aligned properly based on the results of Rhode Island and Vermont.

Mary explained there are different ways to analyze the data. In the past the analysis was performed manually. This year it will be analyzed by the data warehouse Performance Pathways. This will be a significant teaching tool. Teachers will be able to pull the classroom and look at each individual student.

Steve would like to schedule a future discussion regarding NECAP.

VII. ACTION ITEMS

A. EXPENDABLE TRUST COMMITTEE:

Steve explained the maintenance expendable trust currently has \$40,000 funded from surplus to make unexpected repairs, correct safety issues and/or minor enhancements to building or grounds. The committee comprises of 5 voting members.

1. Appointment of Members:

Dan nominated Ann Dodd.

A motion was made by Dan and seconded by Pam to approve the nomination. The motion passed unanimously (6-0).

Dana nominated Bob Grunbeck and Larry Lane. Jeanne was concerned Bob doesn't have children in public school.

A motion was made by Dana and seconded by Pam to approve the nominations. The motion passed unanimously (6-0).

One of the three nominees will serve a one year term. Two of the nominees will serve a two year term. Steve suggested one of the Amherst residents serve the one year term. Alternates will be appointed at the next meeting.

B. POLICIES 2nd READING:

AC-Non Discrimination

ACA-Sexual Harassment and Sexual Violence Policy

JICFA-Hazing

In regards to policy AC, Dan would like clarification in regards to the part of the sentence that reads "disability for employment in, participation in, admission or access to, or operation and administration of any educational program or activity in the School District". Mary will reword this unless the policy was taken directly from the law.

In regards to policy ACA, Jeanne wanted to know if it was on the website. Mary clarified that this policy was part of the handbook. Currently Colleen is the building complaint manager. Souhegan will need to appoint a 2nd member.

A motion was made by Dana and seconded by Jeanne to adopt policy ACA. The motion passed (5-0). Pam abstained.

In regards to policy JICFA, Jeanne expressed concern with the sentence that reads "it is also a criminal offense for any individual (including students who submit to hazing) to fail to report student hazing to law enforcement or educational institution authorities". Scott explained the police use discretion in enforcing laws. He has found the police to be reasonable. Mary also added 2 chiefs will be coming to the SAU meeting and it is paralleled in the police/school agreement.

A motion was made by Dan and seconded by Pam to adopt policy JICFA. The motion passed unanimously (6-0).

VIII. DISCUSSION ITEMS

A. HIGH SCHOOL DAY - START TIME:

A parent brought to the Board's attention an article regarding the benefits of high school students starting later. Mary said she hasn't pulled the information together but there is becoming more of a trend. There are two 9th grade teams of students working on this at Souhegan. Jeanne suggested gradually moving towards a late start by adding an additional late start to the month. Mary Lou asked how it would impact sports. Sports would start at 3:18. Scott said the research is very clear to support a late start. The results show there has been a slight increase in performance. The car accident rates declined. Mary suggested the Board consider if this would be a goal they would like to have in June. The Board suggested having an ad hoc committee at the SAU level. Mary Lou, Pam, Jeanne and Colleen will serve on a committee to gather data. Colleen suggested involving the team of students.

B. SIXTH SABER AWARD:

The Board decided to give an award to 2 citizens for their outstanding support of Souhegan High School. Jeanne will make the certificates. Jeanne and Pam will attend the meeting and prepare speeches and present the awards.

A motion was made by Jeanne and seconded by Pam to nominate to citizens to receive the Sixth Saber Award. The motion passed unanimously (6-0).

IX. OTHER

The renewal of the professional staff must happen before April 15, 2008. The Board will meet at 5:30 on March 27th, 2008.

A motion was made by Pam and seconded by Mary Lou to adjourn the Board Meeting. The meeting adjourned at 9:02 by a unanimous vote (6-0).