

MINUTES
SOUHEGAN COOPERATIVE SCHOOL BOARD MEETING
FINALTHURSDAY JANUARY 10, 2008**FINAL**
SOUHEGAN HIGH SCHOOL - ANNEX ROOM A22

Present:

Souhegan Cooperative School Board: Steve Coughlan, Christine Morley, Dana Redmond, Jeanne Ludt, Dan Foley, Janet Gaynor (left at 9:05)

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

Souhegan Advisory Finance Committee: Marilyn Peterman (chair), Gail Agans, Pete Stearns, Fran Harrow

Community Council: Frank Cinque

Minutes Recorder: Karyn Camplin

I. CALL TO ORDER

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

II. ANNOUNCEMENTS

A. PRINCIPAL'S REPORT:

Board members were given a copy of Scott Prescott's School Board Report dated January 2008. There were no comments or questions pertaining to the report.

B. COMMUNITY COUNCIL:

Board members were given a copy of the Community Council Report. Frank informed Board members the winners of the executive elections were Maggie Paul and John Young. Frank stated concern among the Community Council regarding their input for security cameras. The Council feels the Board has already made up it's mind to install cameras. Steve explained, in the past, the Board has taken the recommendation of the Community Council. Steve also stated there is money in the budget for security cameras.

III. PUBLIC TIME

Steve invited comments from the Public but none were forthcoming.

IV. CONSENT AGENDA

The A. Minutes - December 20, 2007 and B.4. Transfers were pulled from the Consent Agenda.

A motion was made to accept Consent Agenda items B.1. Treasurer's Report, B.2. Manifest, B.3. FY08 2nd Quarter report and C.1. Extended Leave of Absence Request. The motion passed unanimously (6-0).

A. Minutes

The amendments are on page 34, to delete the word “she” and change to “Mary“ and delete the word reported to supported. On page 35, change the name from “Gina” to “Regina”. On page 36, change “Shakrin” to “Chakrin”.

A motion was made by Dana Redmond and seconded by Dan Foley to approve the minutes of December 20, 2007, as amended. The motion passed unanimously (5-0). Janet Gaynor abstained.

B. BUDGET - 4. TRANSFERS:

Jeanne asked for an explanation regarding the large dollar amounts in the budget transfer requests. Betty explained the special education costs are currently within the budget but it may become problematic in the near future. There was a transfer to realign the budget to cover administrative salary and transportation. Betty also explained the transfer budget to cover teacher salary deficit balance since she had under budgeted.

A motion was made by Steve Coughlan and seconded by Janet Gaynor. The motion passed unanimously (6-0).

V. PRESENTATIONS

A. REPORT FROM SOUHEGAN ADVISORY FINANCE COMMITTEE:

Marilyn Peterman stated the consensus of the Souhegan Advisory Finance Committee is to support the budget as presented. The Committee is not asking for any cuts at this point. However, the Committee has concerns regarding line items 70, 71 and 72’s impact politically. These lines comprise of interscholastic coaches, travel and supplies. Steve stated at the public hearings he will hand out a summary of the functions and not line by line items although it will be available for anyone interested. Jeanne stated the Board will need to be prepared to answer questions from parents whose children pay fees regarding where the money is spent. Marilyn explained Bow students pay \$35.00 for activity fees; Conval has a sliding scale depending on the activity from \$24.00-\$150.00. Scott said Souhegan High School also has a sliding scale from \$50.00-\$125.00. There is an increase for the trainer. The company increased the fee approximately \$8,000.00. The trainer is available for athletic events on the weekend in case of injuries.

B. FY09 BUDGET:

In the FY09 budget, there is more than a 50% increase in special education and transportation.

Jeanne asked what the tipping point was for a decrease in the infrastructure spending when there is a decrease in enrollment. Scott explained the custodians are based on square footage. The food service labor is down because of a reduction in staff hours.

Betty explained the food service has reinstated the salad bar and it is breaking even.

In regards to line item 79 - safety and security, Jeanne suggested the Board not confine the money to cameras only. Scott said it was only for the Board's reference.

Dana said the money returned back to voters hurts the tax rate increase.

Steve discussed line #72 - interscholastic supplies with an increase of 61.1%. The increase was due to the following:

Girls ice time	\$6,000.00
Boys ice time	\$6,000.00
Pool time	\$3,000.00
Trainer	\$6,000.00
Uniforms	\$21,000 - 22,000 on a 1 year replacement

Jeanne sent Bill an e-mail regarding a contest a company is sponsoring to provide new lacrosse equipment. Jeanne also stated there are compelling arguments to justify the increases.

Marilyn is concerned as to whether the tax payers will be willing to pay for increases.

Discussion ensued among Board members to move line item #71 - interscholastic travel. The Board agreed to move line item #71 to the transportation function if it is legal.

Dana informed Board members of parents concerns regarding the number of deans at Souhegan High School despite a decrease in enrollment. Colleen explained the difference in the structure at Souhegan High School regarding deans. At Souhegan High School, the 2 deans and principal evaluate and supervise approximately 37-40 teaching staff each as opposed to other schools whose department chairs handle this responsibility.

A motion was made by Steve Coughlan and seconded by Janet Gaynor to present the FY09 budget at the public hearing January 14, 2008. The motion passed unanimously (6-0).

C. DEFAULT BUDGET:

Dana asked if teacher reductions were in the budget. The reductions were in the budget and he asked if they should be. Mary explained that it fits with the assumptions. There would be a political impact for leaving the teachers salaries in the budget because of the declining enrollment.

Discussion ensued among Board members regarding the reduction of \$65,839 for

operation and maintenance of plant. Pete advised the Board not to reduce the operation and maintenance budget by a nickel unless it was clearly a one time item. Betty explained the changes made this year that reflect the savings. Jeanne stated there is no way of projecting whether there will be a savings for next year. Board members decided to change the reduction. Betty clarified that she was directed to change the default budget and will make the appropriate changes although the number will be slightly different. Betty explained the \$65,839 comprises of several items.

Steve said the impact of operating with the default budget would be the equivalent of losing 5 teachers or freshman athletics.

D. PUBLICITY FOR BUDGET:

Jeanne stated the Communications Committee met last night and the first Public Hearing is scheduled for Monday January 14, 2008. The presentation will follow last years format with some additional slides. Betty added a statistic slide which represents the increase of 2.47% in terms of the tax rate. Betty will add a slide that subtracts the default budget to the current budget. Betty will e-mail slides for Board members to review. Dan will get slides to Steve primarily to highlight changes made. Janet recommends including factors contributing to the 2.47% increase and add bullet points. Special education accounts for more then 50% of the increase. Janet requested that Betty generate handouts in different colors for the public hearing regarding draft warrant articles, summary by function, revenue summary and default budget.

Steve said the public hearing on January 14th will begin at 6:00 p.m. The Board will assemble at 5:00 p.m. in the auditorium to review the slides. Steve will come at 9:00 a.m. and test the equipment. There will be time for the Souhegan Advisory Finance Committee opinions and comments after the budget is presented. Jeanne will discuss the revenue. Dana will discuss the expendable trust and default budget. Steve will discuss the unfounded liability .

Mary has future ideas regarding a voters guide. Mary has asked Scott to summarize all department reports into one report and have a web site. Mary suggested using the web site as a back up to the main ideas that are publicized. It would cost approximately \$4,200 to mail a preview to the voter's guide and a voter's guide. There is \$4,500 in the budget. Mary suggested sending out a 2 page mailer with computer links after the deliberative session. The first mailer could get out to the public before February vacation and the voters guide could reach the public by March 3rd. The Board suggested sending charts and graphs to the Amherst Citizen. Mary suggested meeting with the communications committee after the public hearing and before the deliberative hearing. Janet suggested sending parents an e-mail fact sheet the Monday before the election and include key dates. Board members suggested students and faculty writing letters to the

editor. Once the budget numbers are nailed down the Board will do another letter. Marilyn suggested students calling the night before the election to encourage the public to get out and vote. Frank said he would discuss this at the Community Council meeting.

VI. ACTION ITEMS

A. WARRANT ARTICLES FOR PUBLIC HEARING:

Christine Morley, Janet Gaynor and John Walsh are up for reelection.

Mary presented Board members with an agreement for Article 3. The agreement is popular with both staff and administration. Mary explained that this is the first time ever to have a three year agreement.

The Souhegan Advisory Finance Committee had not discussed the warrant articles.

Betty will designate the increase each article will have if they pass.

Marilyn estimated the town will have approximately 10 warrant articles and the Amherst School Board will have only 2.

Mary recommends keeping only 2 warrant articles. Betty is not projecting a surplus. Mary agrees the fund is important to build up but recommends waiting until next year.

Board members decided unanimously to remove Warrant articles #4 and #5.

B. APPOINT SCSB REPRESENTATIVE TO SHS SEARCH COMMITTEE:

Colleen Meaney presented Board members with handouts explaining the hiring process and timeline. The hiring committee will consist of 3 staff, 1 Board member and 2 students. Jeanne agreed to participate in the hiring process for the Dean of Students. Dana will participate in the Athletic Director hiring process and Steve will participate in the hiring process for Special Education. The candidates will come through and meet with the satellite committees. Kris emphasized the importance to attend all meetings. Scott said there will be organizational meetings.

C. POLICIES - 2ND READING:

CA-Administration Responsibilities

EBBC-Emergency Care and First Aid

IMAH-Health Education-Daily Physical Activity

JLCD-Administering Medication to Students

EH-Data Management (Public Use of School Records)

GBCD-Background Investigation and Criminal Records Check

A motion was made by Jeanne Ludt and seconded by Janet Gaynor to adopt policies CA, EBBC, IMAH, JLCD, EH and GBCD as printed in the packet. The motion passed unanimously (6-0).

VII. DISCUSSION ITEMS

A. PROPOSED AMENDMENT - POLICY KF:

Steve said policies KG and KF are very similar. Mary suggested the Board look at policy KG. Steve said the 2 policies have always existed but the Board will need to look at Policy KG to see if they are both necessary.

B. POLICIES 1ST READING:

KA-School, Community and Home Relations

JH-Student Absences and Excuses

JI-Student Rights and Responsibilities

JLDBA-Behavior Management and Intervention

JLCF-Wellness

Board members discussed policy JLCF. Mary stated the Amherst School Board is suggesting a 5 year plan for implementing and is withdrawing what is not required by law. All Board members supported the withdrawal. On letter E. “or through programs for students after the school day” will be removed. Under letter F there is a typo on the word “will”.

Dana asked what the budget impact would be as these policies are adopted. Mary explained the vending machine will have a big financial impact and the increase prices to school lunches.

VIII. OTHER

Mary explained Coca-Cola would like to donate new scoreboards for the football stadium and gymnasium. Jeanne asked if the school needed the scoreboards and what strings were attached. Scott explained we did need them and if the Board does not accept the scoreboards, the current boards would need to be replaced within 5 years costing thousands of dollars. All coaches are in favor. Mary explained Coca-Cola will be advertising Dasani Water on the signs and Coca-Cola will have an exclusive business contract for 5 years.

Dana proposed and Christine seconded a motion to adjourn the Board meeting. The meeting adjourned at 9:20 p.m. by unanimous vote (5-0).