

APPROVED MEETING MINUTES

EPPING SCHOOL BOARD

September 19, 2019 - Town Hall

7:00 pm

CALL TO ORDER

Chair Deborah Brooks called the meeting to order at 7:03 pm with the Pledge of Allegiance.

In attendance: Chair Deborah Brooks, Member Nicole Carleton, Member Ben Leavitt, Member Heather Clark, Superintendent Valerie McKenney, Business Administrator Bonnie Sandstrom, and Student Taya Morgado.

Vice Chair David Mylott and Student Faith Williamson were absent.

SCHEDULED GUESTS

a. Robin O'Day - District Donations

O'Day said the basketball tournament and concession stand was a great success. She was able to raise donations, and she'll be able to give out three scholarships to deserving Epping High School seniors. She's donating \$650 to the Epping Middle School to help students in need regarding Nature's Classroom. The Epping elementary school will receive \$500 for children in need of assistance for vacation or summer camps at the recreation department. Next year she is looking to add a day to the tournament to ensure safety for all tournament participants.

Member Heather Clark made a motion to accept the donation of \$650 for the Epping Middle School to benefit Nature's Classroom and the \$500 donation for the Epping Elementary School to benefit the recreation department summer or vacation camps. Seconded by Nicole Carleton.
VOTE: 4-0 Motion carries.

b. Coby Troidl - EMS 2019 Goals

Mrs. Gualtieri is the advisor for the Girl Scout Troop who crafted the Silver Award Project. The purpose of the Silver Award Project is to identify a problem in community and look for a solution while working with the community. They decided to focus on recycling and healthier food. They want to influence young girls and middle schoolers. They came up with a bunch of project ideas but chose recycling to reduce food waste. They chose their advisor because she's nice and into recycling. They presented posters to their mentor. Mr. Racine helped build the recycling table made from wood. The Troop contacted Lowe's for pig buckets for the wasted food and received four five-gallon buckets to transport the food scraps. The girls brought recycling stations into the middle school. Also, they taught the younger girls about the project, so they could keep it going when the current Troop moves onto high school. They'll work with each farm for two months and then move onto the next one. It will be a continuous process. The farmers will pick up two of the buckets at a time leaving two to continue

collecting food. Heather said they did an amazing job with the recycling table. In terms of their hydroponics efforts, the food that they grow will get handed out during lunches. They have three classrooms, and they're growing lettuce, tomatoes, and cucumbers. They keep an eye on their produce.

Troidl stated that they currently have 203 students. 12 students joined the middle school; nine transferred out and 10 moved out of the district. Only five students are still not registered for PowerSchool. She discussed the new schedule and the new universal UA classes. The middle school hired a full-time teacher to teach Spanish and French. She described the EMS Goals for the 2019-2020 school year. She discussed the following events: open house, family cookout, STAR testing, Penny Wars, 7th grade students camp Cody Nature's Classroom. Within communication and community building section, she discussed POD handbook review, POD grading practices, student-parent video outlining grading practices, and OLWEUS. Troidl played the video they had created. Within the internal work with staff section, she talked about the vertical curriculum meeting in October, the professional read of notice and note: reading non-fiction, rubrics training and revision, co-curricular and athletic eligibility, and WIN and WSP.

Heather said the middle school was overflowing with parents during the open house. Ben is excited to hear about family cookout. It is a combination effort between the middle school PTO and the staff at the middle school.

FOLLOW UP FROM PREVIOUS MEETING

The website will be updated, and the School Board information will be moved up to the top of the page. The competency-based information will also be towards the top. There will be a widget on the website to upload School Board documents for the public to access.

Some families still need to register students for PowerSchool. This is very important for communication.

School messenger will be used to send out a test message and a follow up email will be sent out to make sure everyone got the message.

The Epping District Facebook page is growing. It is used to promote Epping schools.

Bill Preble met with the administration team from all three schools to do some planning in regards to the climate and culture work. Adult design team composed of hand-picked teachers from middle and high school.

Epping resident requested that the School Board begin to post documents before the meetings, and this will start next week. This is not required by law, but the School Board wants to improve communication.

Ben asked about the new website and push notifications.

Heather wants to make the search for the new superintendent more accessible on the website.

Heather questioned what the elementary school is doing about the students who aren't registered since students at the middle and high school can't get Chromebooks until they're registered. 221 students still aren't registered at the elementary school. Administrative assistants are contacting the parents.

Heather asked if Valerie knew of any ongoing issues with PowerSchool in terms of registering multiple students in one family and the information not transferring.

Heather questioned the group dynamics of the Culture and Climate surveys and what the timeline was. Bill will meet with the student and parent groups separately. Valerie predicts that the parent group will meet prior to the School Board meeting in January. She wants lots of parents to attend. The student group will meet sometime in the next month.

PUBLIC COMMENTS

Chris questioned if the School Board gets monthly enrollment reports. The Board doesn't directly get them, but Valerie has access to that information. Chris wants to know if there's a reason why students leave the school district.

POLICY

- a. EHAA- Computer Security, Email and Internet Communications - First Read

Moved to a second/third read at the next meeting.

- b. GCA - Professional Staff Responsibilities - Second/Third Read

Member Heather Clark made a motion to accept policy GCA - Professional Staff Responsibilities as written. Seconded by Ben Leavitt. VOTE: 4-0 Motion carries.

- c. JICL- School District Internet Access for Students - Second/Third Read

Member Heather Clark made a motion to accept policy JICL- School District Internet Access for Students pending a change made by Val. Seconded by Nicole Carleton. VOTE: 4-0 Motion carries.

- d. KDC- School District Website Publishing Policy - Second/Third Read

Member Nicole Carleton made a motion to accept policy KDC- School District Website Publishing Policy as written. Seconded by Heather Clark. VOTE: 4-0 Motion carries.

PERSONNEL

- a. None

SCHOOL ADMINISTRATOR REPORTS

- a. Superintendent Search Update

Deb spoke with NHSBA and the Bryan Group. The School Board is looking for 10-12 people for the search committee. A note has been sent out to try to find people. No responses from the students yet. She urged people to call Christine Cue by noon on 9/20 if they were interested. Deb and Nicole are the members of the search committee from the School Board. Deb will pick people out of a hat to get a certain mix of people on the committee i.e. two students, etc. She will call people this weekend to let them know if they were selected, and the first meeting will be next Tuesday 9/24. It will all be televised and streamed. She will find out how the public can access it. The committee will meet once a month. They'll get homework to do. There will be several community forums for the public to express their desired qualities for the next superintendent. There will be babysitting available. Notice about the search committee was sent out district wide. Amy Hodgdon said the School District needs to improve communication. She didn't receive any communication about the search committee from her high school student, but her elementary student received a hard copy. It was on Channel 22 and the website. She didn't think that the high school sent it out, but Heather got it twice from her high school student. Some students still haven't received any information about it yet.

b. Superintendent's Report

Two different options for the 2020-2021 calendar year. There was a general discussion about different calendar options and the different hard stops. Traditionally, they have started after Labor Day. Ben questioned what SST is doing. Heather wants to hear what other districts are doing. Valerie said that she won't do a poll because they always end up in a tie. They're going to table it for the next meeting. Help is wanted for the various committees. Bonnie, business administrator, oversees the bus situation. During the first few days of school, the bus company got new software. Parents weren't notified that students might be on different buses. They're trying to work on communication; however, the bus routes were updated over Labor Day weekend. Bonnie had no access to update the lists and didn't have time to effectively notify people. The time students got on the bus was also messed up, so it was error after error. It's important to reach out to First Student if there are still errors. If a bus misses a stop, First Student should be contacted. A process needs to be created to figure out what happens that morning. Parent Amy Hodgdon asked if there is any mechanism that allows First Student to report any issues to Bonnie, so the School District stays in the loop if a student doesn't get picked up, etc. Bonnie is only notified if it doesn't get resolved. Heather wanted to know if the School District gets compensated for First Student's big mistake.

c. Student Reports

PowerSchool is up and running, and students can now access their grades. Eight students attended the SEARCH field trip in Dover, NH. They completed a rope's course. A bunch of other schools attended, and it was a great team building event. Next week is spirit week, and there will be dress up days all week. There is a banner competition between grades. There is an assembly Thursday afternoon and a bonfire Thursday night. There are games Friday and Saturday, and homecoming will be on Saturday. Deb questioned if assemblies are during flextime; Heather assumed so. The unified banner assembly was during flextime. The unified soccer team has their homecoming game on Tuesday.

d. Committee Reports

Nicole discussed the facilities' report. They found out where the wetlands are and discovered they'd have to blast a certain area in order to expand the fields since they can't build on the wetlands. The plan is to get started next year and have an architect look at the area. They're going to start getting bids for

architects, so they can plan their budget accordingly. Heather suggested if they had money leftover at the end of the year to put it towards this project versus waiting for next year's budget. EYA teams are looking forward to working with them on this.

Ben discussed the Epping Elementary School PTO meeting. The book fair is going to have extended hours during the open house. He mentioned the Moveathon and Monster Mash.

At the facilities committee meeting, they went over the CIP and looked over some other items. The elementary school track is being done. Mike Davey will be in next week to look at the HVAC at the middle/high school. There was a discussion about parking lot repaving. Bid for paving dirt parking lot behind elementary school and back side of middle/high school would be around \$300,000. Potential future expansion at elementary school for more space. Going to investigate it and refresh themselves with the architect's past drawings. This may happen soon. Don is doing inventory on mid-level items and waiting on proposals for boiler replacements. Upgrades for the preschool playground and the recreation department's update to the tennis courts may work nicely together. Trying to get new fencing around the preschool playground.

FINANCIAL BUSINESS & DISTRICT SERVICES

a. Budget Timeline/School Board Guidance

Bonnie told the School Board to mark their calendars for upcoming meetings. Need to confirm the specific dates. The meeting is going to be recorded. Bonnie will take care of the room and ETV. Valerie is working with the principals and the budget regarding facilities, reaching their goals, staffing requests and others. They need to be thoughtful with how they're using the money. She is going to meet with the principals biweekly.

APPROVAL OF MINUTES

a. Public & Non-public Minutes for September 5, 2019

Member Heather Clark made a motion to accept the public minutes from September 5, 2019. Seconded by Member Nicole Carleton. VOTE: 4-0. Motion carries.

b. Non-public Minutes for August 29, 2019

Member Heather Clark made a motion to accept the non-public minutes from August 29, 2019. Seconded by Member Nicole Carleton. VOTE: 4-0. Motion carries.

Member Heather Clark made a motion to accept the district affiliated organization for the Special Olympics for the 2019-2020 school year. Seconded by Member Ben Leavitt. VOTE: 4-0. Motion carries.

Nicole mentioned that it's a nationally recognized achievement, and Heather agreed with her. Some of Heather's friends have sent her news articles regarding the achievement.

MANIFEST

a. Payroll

Member Heather Clark made a motion to approve payroll manifest #6 dated 9/20/2019 in the amount of \$513,491.53. Seconded by Ben Leavitt. VOTE: 4-0 Motion carries.

b. Accounts Payable

Member Heather Clark made a motion to approve the accounts payable manifest #6 dated 9/12/2019 in the amount of \$138,743.50. Seconded by Member Ben Leavitt. VOTE: 4-0 Motion carries.

COMMENTS/OTHER

Heather attended high school open house and said there was a really nice turnout. She said it was a nice opportunity to meet new teachers and a wonderful event. She mentioned that the homecoming football game is Saturday afternoon.

Deb encouraged people to be on the superintendent search committee. She wants it to be a great group.

Valerie asks everyone who hasn't already to register for PowerSchool. She wants to make sure that they're able to communicate with every parent in the school district.

Bonnie said that Don is working on getting rid of the bees during the early mornings and at dusk. They're in contact with JD Pests and have already gone through six cases of spray. The SAU roof will be replaced on September 27 and over the weekend. They might need to do some clean-up on Monday (9/30).

NEXT MEETING TO BE SCHEDULED

a. October 3, 2019 - Regular School Board Meeting

ADJOURNMENT

Member Heather Clark made a motion to adjourn the meeting. Seconded by Member Nicole Carleton. VOTE: 4-0 Motion carries.

The meeting adjourned at 9:22 pm.

Minutes submitted by,

Dagny Wilkins

School Board Secretary