

## **APPROVED MEETING MINUTES**

### **EPPING SCHOOL BOARD**

**April 16, 2020 - Town Hall**

**School Board Meeting - 7:00 pm**

#### **CALL TO ORDER**

Chair Deborah Brooks called the meeting to order at 7:00 pm with the Pledge of Allegiance.

Online attendance: Chair Deborah Brooks, Vice Chair David Mylott, Member Heather Clark, Member Robin O'Day, Member Ben Leavitt, Superintendent Valerie McKenney, Business Administrator Bonnie Sandstrom, Student Faith Williamson, and Student Taya Morgado.

#### **SCHEDULED GUESTS**

There will be no scheduled guests until the next meeting.

#### **POLICY**

David said that only emergency topics should be covered. Superintendent McKenney said she is going to check with NHSBA about how to deal with policies. As of now, this meeting can serve as a regular School Board meeting.

a. Policy ECAF Video surveillance on School property - First Read

Heather said that there was an inconsistency in wording. Superintendent McKenney is going to address that.

b. Policy KF-R Regulations for Use of School Facilities - First Read

Robin voiced her concerns that were already addressed by Superintendent McKenney. Heather said the approval process doesn't reflect the actual process; she is going to send notes over to Bonnie. They briefly discussed the process. There was a general discussion about wording of external groups and holidays. Heather doesn't think that the rolling basis is accurate. She is setting up a meeting with Lisa and Bonnie to discuss this topic.

c. Policy DAF - Administration of Federal Grant Funds - Third Read

**Member Heather Clark made a motion to accept Policy DAF- Administration of Federal Grant Funds as written. Seconded by Member Robin O’Day. VOTE: 5-0. Motion carries.**

d. Policy EHB - Data/Records Retention - Third Read

**Member Heather Clark made a motion to accept Policy EHB - Data/Records Retention as written. Seconded by Member Ben Leavitt. VOTE: 5-0. Motion carries.**

e. Policy EHB-R Local Records Retention Schedule - Third Read

**Member Heather Clark made a motion to accept Policy EHB-R Local Records Retention Schedule as written. Seconded by Member Ben Leavitt. VOTE: 5-0. Motion carries.**

## **PERSONNEL**

a. 20-21 Leave of Absence Requests

**Member Heather Clark made a motion to accept the one-year leave of absence for Virginia Avery for the 20-21 school year. Seconded by Member Ben Leavitt. VOTE: 5-0. Motion carries.**

## **SCHOOL ADMINISTRATOR REPORTS**

a. Student Reports

Taya gave an update about online learning. She was sad to hear about the Governor’s order today. She said that lots of her teachers are doing Google Meets and Zoom calls. The students recently picked their classes for next year. Prom was rescheduled to July 25<sup>th</sup>; students are starting to buy tickets. Heather asked if there were any set times for her classes, and she said some teachers have started doing that. Taya said that the earlier the class is scheduled; the less kids attend. Ben asked what has been universally going well versus bad. She said that Google Meets are super helpful since they allow for face to face interaction. Her and fellow students are trying to get used to the workload and working remotely.

b. Superintendent’s Report

Superintendent McKenney thanked all the essential workers. New Hampshire schools will be doing remote learning for the rest of the 2020 school year. They are currently working out all the details, and she will give an update at the next meeting.

She discussed the current agenda items such as how to support the staff, students, and families. She also discussed what will happen if a teacher becomes ill. She covered grading and reporting along with student achievement reports for Q3. She talked about end dates for students and staff. She mentioned spring events and annual student events. Lastly, she touched upon how summer school will be handled.

She went over the factors that impact the remote learning experience for children, parents, and teachers alike. She also described what supporting children during this remote learning might look like for parents.

Epping has the ability to make its own decision on when to end the school year.

Principal Benna said that remote learning will be modified starting on 4/20. Student achievements won't be included in assessment of performance but will include conferences. He urged parents to check out the Facebook and Instagram pages to stay up to date.

Principal Troidl said that student achievement reports will be sent out on 4/27. Parents will continue to see IWS if students have not completed their work. The grade scale will be in place for Q3. She commended teachers, students, and parents.

Principal Ernest congratulated the national technical SST students. He is concerned that some students are letting stuff slide. He said that Google Meets is helpful to record lectures. Teachers are holding extra help sessions for students in need. All spring sports have been cancelled. They're working on putting together a virtual winter sports celebration. He said that progress reports are coming out tomorrow. All of the teachers are working really hard behind the scenes.

Heather mentioned the middle school locker clean out and asked Principal Ernest how it was going at the high school. He said that he'll work with maintenance on it.

Heather brought up the eighth grade DC trip. Heather was wondering if new dates need to come back to the School Board for approval or if they're able to move forward with them. Susan said that they've been communicating with all of the parents involved. They have until 4/30 to reschedule or provide students with vouchers. She is not sure if it's something they can do this summer.

Heather asked Principal Benna about the kindergarten situation. They will be welcoming new students in the summer. There will be different options depending on when they can get back into the schools. There is a vast team of people that need to interact with the students before they can start school. They may need to delay the start of school to evaluate and get to know the

students in order to properly split up classrooms. Additionally, they're also thinking about having a 5<sup>th</sup> grade transition into the middle school at the beginning of this coming school year.

### **FINANCIAL BUSINESS & DISTRICT SERVICES**

Bonnie met with fellow business administrators from the southern part of the state. She said that some are freezing their budgets in case their towns need the money. She is not letting teachers buy supplies for their classrooms. She sent an expense report into the state in hopes to receive a discount. She wants to continue to pay bus drivers since it is extremely hard to find reliable bus drivers. However, she does not want First Student to make a profit off of this. She is talking to an attorney to figure out the district's contract with First Student. The district is not charging preschool tuition. The preschool is still doing some remote learning.

David asked about building wide expenses and if they are lower. Bonnie said that they haven't saved on fuel since custodians and some staff are still working in the buildings. Don had to buy a bunch of cleaning supplies. They are saving on supplies that aren't being used throughout the school day. Bonnie has not seen the electric bill yet. Bonnie is also going to investigate the water bill.

Robin asked if bus drivers are unable to claim unemployment. They are able to, but they are losing their benefits.

Heather brought up the temperature of the buildings since only a few people are in them. Bonnie is going to follow up and let the Board know. Ben will also look more into it with the next manifests.

Superintendent McKenney brought up the CARES act and unanticipated expenses, and the district will be receiving some money back from the federal government. This will help offset some of the costs that they've incurred. They should be entitled to around \$145,000 to \$150,000.

### **APPROVAL OF MINUTES**

a. April 2, 2020 Public Minutes

**Vice Chair David Mylott made a motion to accept the Public Minutes from April 2, 2020 as written. Seconded by Member Ben Leavitt. VOTE: 5-0. Motion carries.**

### **MANIFEST**

a. Payroll

**Vice Chair David Mylott made a motion to approve payroll manifest #20 dated 4/3/2020 in the amount of \$349,515.58. Seconded by Member Heather Clark.  
VOTE: 5-0. Motion carries.**

**Member Ben Leavitt made a motion to approve payroll manifest #21 dated 4/17/2020 in the amount of \$493,993.76. Seconded by Member Heather Clark.  
VOTE: 5-0. Motion carries.**

b. Accounts Payable

**Member Ben Leavitt made a motion to approve accounts payable manifest #21 dated 4/9/2020 in the amount of \$355,756.57. Seconded by Member Heather Clark.  
VOTE: 5-0. Motion carries.**

**PUBLIC COMMENTS Call: (603) 817-3885**

None

**COMMENTS/OTHER**

Robin discussed the School Choice Webinar. Next Level Church is holding a nonperishable food drive this Saturday 9 am to 1 pm in the parking lot of O'Neil Cinemas. She received students' scholarship applications online yesterday. She thanked everyone for working so hard.

Heather gave a shoutout to all the teachers, staff, and parents. She wants the community to get outside and do something they enjoy.

Ben discussed the elementary school PTO. He said that elections are coming up, and there are a lot of open positions such as president, vice president, secretary, treasury, and lead fundraiser. If anyone is interested, they can find the Zoom link for meetings on the elementary school PTO Facebook page. In terms of the principal search, they have had 17 applicants, and 5 have moved forward so far. Only 1 applicant was selected to be recommended to the Board, and they want to be able to present 2 applicants to the Board.

They are currently working on the Chromebook situation.

**NEXT MEETING TO BE SCHEDULED: REMOTE**

a. Remote meeting to be scheduled remotely for May 7, 2020

**NONPUBLIC SESSION: RSA 91-A:3, II\***

(\*a. personnel, b. hiring, c. adverse reputation, d. property, e. legal, g. security functions,  
i. emergency functions)

**ADJOURNMENT**

**Member Heather Clark made a motion to adjourn the meeting at 8:50 pm.  
Seconded by Member Robin O'Day. VOTE: 5-0. Motion carries.**