

## **APPROVED MEETING MINUTES**

**September 17, 2020**

### **EPPING SCHOOL BOARD**

**Epping Town Office**

**School Board Meeting - 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, Vice Chair David Mylott, Member Heather Clark, Member Ben Leavitt, Member Robin O'Day, Superintendent Furbush, Business Administrator Bonnie Sandstrom, Taya Morgado, and Emily Kelly.

#### **SCHEDULED GUESTS**

a. Cathy Zylinski - Title IX Policy ACAC

Cathy worked with Robin and Superintendent Furbush on this policy. It is required by law and will be replacing two policies. It applies to a handful of people such as students, staff and third-party contractors. It creates a complex process for addressing complaints and allegations. It will change the definition of sexual conduct. The district will hold training for all employees; there will be three days online and one day in person. The Board will need to check existing policies to see if there are any they need to update. Superintendent Furbush thanked Oyster River, Dover, the district's attorneys, and NHSBA for their help and knowledge with this policy. This policy is based on NHSBA guidelines and recommendations. Heather noted that it has gone through pre-policy procedure. Superintendent Furbush said that he needs the Board to approve the policy tonight as an emergency. David commented on the emergency format; he said that they should approve it tonight but put it back on the agenda for a future meeting to discuss changes and the training.

**Vice Chair David Mylott made a motion for emergency approval of Title IX Policy ACAC and ACAC-R. Seconded by Member Heather Clark. VOTE: 5-0. Motion carries.**

## **POLICY**

a. GBEB - Staff Conduct - Second Read

**Member Heather Clark made a motion to accept Policy GBEB - Staff Conduct as written. Seconded by Member Ben Leavitt. VOTE: 5-0. Motion carries.**

b. GBEA - Staff Ethics - Second Read

**Member Heather Clark made a motion to accept Policy GBEA - Staff Ethics as written. Seconded by Member Ben Leavitt. VOTE: 5-0. Motion carries.**

c. DFA - Investment - Second Read

**Member Heather Clark made a motion to accept Policy DFA - Investment as written. Seconded by Member Ben Leavitt. VOTE: 5-0. Motion carries.**

d. ACAC - Title IX Sexual Harassment Policy and Grievance Process - First Read

This was approved earlier in the meeting.

## **PERSONNEL**

a. Nomination

Superintendent Furbush said that they're down to five open paraprofessional positions, and they also have one teacher position open.

**Member Heather Clark made a motion to accept the nomination of Joseph Parzych for the Facilities Director position. Seconded by Vice Chair David Mylott. VOTE: 5-0. Motion carries.**

## **SCHOOL ADMINISTRATOR REPORTS**

### a. Superintendent's Report

Superintendent Furbush thanked the girls for their Student Report. He is excited that the students are able to participate in sports. They are working on new practices and procedures still. He said that parent drop-off at all three schools have been going extremely well. The one challenge area is at the elementary school, but they are sorting out the issue. He said that parents moving the booster seat has been very helpful. The traffic patterns are going well. Students have been doing amazing with wearing masks and social distancing. He thanked teachers, custodians, food service employees, and staff for their hard work. He thanked Aroma Joes and Mike Pellitier for donating 200 free drink gift cards for staff. SST Principal, Sharon Wilson, thanked Epping SST students for following all of the rules and for doing a great job. A contracted First Student employee tested positive for COVID. There is no need to quarantine any student or staff according to DHHS. The children are safe, and they're moving forward. In a way, it was an opportunity to test procedures, and the district handled it well.

Ben asked about the vertical alignment team. Superintendent Furbush gave the team directive. It is something they're still working on, and they haven't lost sight of it.

### b. Student Reports

Taya said that the SAT for seniors and juniors is on October 14<sup>th</sup>, and the makeup day is on October 27<sup>th</sup>. Emily said that the Student Leadership Committee made posters for all the entrance doors before school started. Taya said that they wanted to make sure students knew where they were going. The volleyball and soccer teams have away games coming up. Emily said that cleaning supplies have been ruining the students' clothing. Superintendent Furbush said that they're trying to figure it out, and they are narrowing it down. He said that it could be an overuse of the product since it's mostly happening during the first period. They recalled one of the products that had peroxide in it. It is mostly happening at the high school. Taya said that Principal Ernest sent out a reopening survey. The new QR codes for leaving the building are better now. A link with the QR code has been sent out to support social distancing. A lot of students are taking masks seriously, and students are excited to interact with their peers. Heather

asked about privileges since it is currently open to all juniors and seniors. The girls said that a lot of students are leaving when they can. Heather is concerned about the students' limited relationship with their Flex/Homeroom teacher; Emily and Taya addressed her concerns. Robin told them to keep up the good work.

### c. Committee Reports

Robin said that the SST meeting is on October 5<sup>th</sup>.

David discussed the Technology Committee and said that it's going well.

Heather said that the Budget Committee met last night. They reviewed the Town and School Capital Improvement Plan. The meeting dates for the Board were approved until the end of December. They had some questions about the CARES grant.

The middle school PTO has their first meeting on October 6<sup>th</sup>.

Ben said that the Facilities Committee will be meeting in the near future. The first elementary school PTO meeting was this past Monday. Membership flyers will be going out tomorrow. It cost \$3 per person or \$10 for the family plan. Additionally, fundraising opportunity information will be coming out soon.

Deborah received a letter from the NHSBA. On Saturday, January 23<sup>rd</sup>, there will be two workshop sessions and a delegate assembly. The Board can submit a form by November 6<sup>th</sup> for a resolution they would like accepted by the State. This isn't required though. Deborah and Ben think it's a great opportunity for the Board to attend.

## **FINANCIAL BUSINESS & DISTRICT SERVICES**

### a. Business Administration Updates

Bonnie gave an update on the COVID-19 CARES Grant. She discussed the numbers and said that about \$30,000 will be taken out of the general fund, to be covered by the CARES Grant.

Robin asked about the elementary school Chromebooks along with the bags and cases; the Chromebooks were very old, and the district needed new ones. She also asked about the document camera for staff; this is necessary so the teachers can see the students. Robin wanted to know if the district is taking advantage of the PPE from the National Guard; they are. She

brought up the asynchronous learning stipends. Teachers are compensated for more students that are remote. Superintendent Furbush discussed different remote options and the costs associated with each of them.

Deborah asked about the PPE cost and if Bonnie is concerned. The district has a stockpile of some supplies but is running out of other supplies. Certain product prices have risen dramatically. She said that it just depends on how the situation progresses. Superintendent Furbush said that it was more expensive to open up this year than to not, and they're not nervous yet.

Heather thanked Bonnie for pulling all of this together. She asked if Bonnie could share the unanticipated expenses since the start of COVID on 10/1. Ben asked if she could flag one-time items versus recurring costs. Bonnie will gather that data.

FEMA announced that they will not cover a handful of expenses, so the district won't be receiving any money from FEMA.

The auditor's questionnaire was brought up, and it is the Board's wish to have Deborah fill it out; although, this doesn't prevent the Board from submitting information to the auditors.

#### b. Affiliated Agreements

**Vice Chair David Mylott made a motion to accept the School and District Affiliated Agreement for the 2020-2021 school year with the Tempo Organization. Seconded by Member Ben Leavitt. VOTE: 4-0. Motion carries. Member Heather Clark abstained.**

#### c. 2020-21 Covid Re-entry MOA

This MOA outlines re-entry and remote learning topics such as teacher expectations, expectations around evaluations, etc. Superintendent Furbush worked with the Teacher and Paraprofessional Associations. It is a well thought out plan. Heather said that she liked working with the teachers and paraprofessionals.

David thanked Heather and Superintendent Furbush for working on this, and he thinks it is a decent agreement for everyone. He also pointed out a minor mistake.

Deborah asked if this would start right away. It will be right after it is approved.

Robin pointed out how important evaluations are for teachers to see where they need help.

**Vice Chair David Mylott made a motion to approve the MOA between the Epping School Board Administrative Unit #14, the Epping Education Association and the Epping Paraprofessional Association. Seconded by Member Heather Clark. VOTE: 5-0. Motion carries.**

### **APPROVAL OF MINUTES**

a. Public Minutes for September 3, 2020

**Member Heather Clark made a motion to accept the Public Minutes from the September 3, 2020 meeting as written. Seconded by Vice Chair David Mylott. VOTE: 5-0. Motion carries.**

b. Non-Minutes & Nonpublic Minutes for September 3, 2020

**Member Ben Leavitt made a motion to accept the Non-Minutes and Nonpublic Minutes from the September 3, 2020 meeting as written. Seconded by Member Heather Clark. VOTE: 5-0. Motion carries.**

### **MANIFEST**

a. Payroll Manifest

**Member Ben Leavitt made a motion to accept Payroll Manifest #5 dated 9/04/20 in the amount of \$399,411.67. Seconded by Member Heather Clark. VOTE: 5-0. Motion carries.**

b. Accounts Payable

**Member Ben Leavitt made a motion to accept Accounts Payable #6 dated 9/10/20 in the amount of \$278,652.55. Seconded by Member Heather Clark. VOTE: 5-0. Motion carries.**

Heather asked when the contractors are being paid. Bonnie thinks that they were paid this period.

### **PUBLIC COMMENTS**

Parent Colleen Sousa said that the Middle School PTO will be meeting in the art room Tuesday, October 6<sup>th</sup> at 6:30 pm, and it will also be accessible through Zoom. Additionally, she asked a series of questions, and the answers are listed below.

At the elementary school, there is a cohort model for students at recess. Each cohort goes to a certain area on the playground, and it rotates each day. During recess, there is a mixture of masks and no masks depending on the activity and distance from other students. However, most students use them since they want to talk to other students.

The district's plan didn't include student athletes wearing masks while playing, but other districts require it. The student athletes have decided they want to still compete against those schools, so they will wear their masks.

The middle school has mask breaks.

### **COMMENTS/OTHER**

Robin said that she cancelled the annual basketball tournament and the dance that she organizes. She doesn't want to have to force people to wear masks.

David welcomed everyone back and said that everything has been going smoothly. He is excited about this school year.

Heather mentioned the Tempo Annual Pie and Cookie Sale starting next week. People are able to donate pies to the local food bank. She thanked the students who are following the mask rules and for being so resilient.

Parent Colleen Sousa asked about the mattress sale, and Heather said that they're looking into rescheduling it.

Ben thanked the administrators and staff. He said that things have been going great at the elementary school, and students are very excited to be back.

Superintendent Furbush said that he appreciates Bonnie and that she has stepped up to fill the void of the Facilities Director.

Deborah said very kind words about Superintendent Furbush and about all the employees for doing a great job.

### **NEXT MEETING TO BE SCHEDULED**

a. Meeting to be scheduled for October 1, 2020

### **NONPUBLIC SESSION: RSA 91-A:3, II (a. personnel)**

Non-Public Meeting is scheduled for September 17, 2020 immediately following the public meeting.

### **ADJOURNMENT**

**A motion was made to adjourn the meeting at 8:37 pm and go into non-public session. VOTE: 5-0. Motion carries.**

Respectfully submitted,

Dagny Wilkins

School Board Secretary