

**EPPING SCHOOL BOARD MINUTES  
EPPING TOWN HALL  
NOVEMBER 17, 2011  
7:00 PM**

**I. CALL TO ORDER**

Chairman Gregory Dodge called the meeting to order at 7:00 p.m. with the Pledge of Allegiance.

In attendance were Gregory Dodge (Chair), Susan Kimball (Vice Chair), David Mylott (Member), Jeffrey Harris (Member), Brian Reed (Member), Barbara Munsey (Superintendent), and Martha Williamson (Business Administrator).

In the audience was Lori Parent, Epping resident and UNH student, who was attending as a requirement for one of her classes.

**II. SCHEDULED GUESTS – None**

**III. APPROVAL OF MINUTES**

A. PUBLIC MINUTES FOR NOVEMBER 3, 2011

*Dave Mylott made a motion to approve the public minutes of November 3, 2011; seconded by Brian Reed. Motion carried 5:0:0.*

B. WORK SESSION MINUTES FOR NOVEMBER 3, 2011

*Dave Mylott made a motion to approve the work session minutes of November 3, 2011 as amended; seconded by Brian Reed. Motion carried 5:0:0.*

C. WORK SESSION MINUTES FOR NOVEMBER 10, 2011

*Sue Kimball made a motion to table the work session minutes of November 10, 2011; seconded by Dave Mylott. Motion carried 5:0:0.*

**IV. MANIFEST**

A. PAYROLL

*Sue Kimball made a motion to approve Payroll Manifest #P-10 dated November 11, 2011 in the amount of \$320,387.16; seconded by Dave Mylott. Motion carried 5:0:0.*

B. ACCOUNTS PAYABLE

*Sue Kimball made a motion to approve Accounts Payable Manifest #10 dated November 17, 2011 in the amount of \$169,317.85; seconded by Dave Mylott. Motion carried 5:0:0.*

Both manifests had been reviewed by Greg Dodge and Jeff Harris. There were no issues.

**V. ADMINISTRATOR REPORTS – Written reports only per School Board request (SEE ATTACHED)****A. MARK VALLONE – ELEMENTARY SCHOOL**

Dave Mylott inquired about the “Wired Wednesdays” professional development days. Per Principal Vallone’s report, on one Wednesday of each month, the new technology assistant provides individual or small group training on technology issues and equipment. Martha Williamson stated that employees are taking advantage of the opportunity and the training is being received favorably.

Brian Reed asked about the status of the report card modifications that Principal Vallone discussed at the October 20, 2011 meeting. Superintendent Munsey replied that they are “on hold” at this time.

**B. KYLE REPUCCI – MIDDLE SCHOOL AND HIGH SCHOOL**

Jeff Harris applauded the middle school students for sponsoring a food drive.

Dave Mylott announced that the middle school robotics team has qualified for the State finals for the third year in a row. The State competition will be held on December 3, 2011.

**C. BARBARA MUNSEY – SUPERINTENDENT**

Barbara reported that on October 31, 2011, the Seacoast School of Technology (SST) held a legislative meeting with Exeter and all sending schools to discuss career and technical education funding and other school district issues. Superintendent Munsey and Sue Kimball attended the meeting; however, unfortunately, there were no legislative representatives for Epping in attendance.

Superintendent Munsey also reported that preparation is underway for the New England Association of Schools and Colleges (NEASC) accreditation process.

**VI. FACILITIES/FINANCIAL – None****VII. POLICY – None****VIII. PERSONNEL – None****IX. COMMENTS/OTHER****A. SCHOOL BOARD****Jeff Harris**

Jeff congratulated the athletic teams and announced that four of the varsity teams (girls soccer, boys soccer, volleyball, and football) made it into the playoffs this year.

**Dave Mylott**

With Veteran’s Day being observed on November 11<sup>th</sup>, Dave thanked all veterans, past and present, for their service to our country. Dave also requested that due dates be added to the Outstanding Items List to ensure things are handled in a timely manner.

**Brian Reed – None****Sue Kimball – None**

**Greg Dodge**

Greg congratulated Josh Boswell for representing Epping proudly at the National FFA (Future Farmers of America) Conference in Indianapolis, Indiana. Josh is a member of the agricultural team at SST which finished in 3<sup>rd</sup> place. SST provided a photo of the team at the event and Superintendent Munsey confirmed that she will be using the photo in the Annual Report this year. She also suggested that Josh could be invited to a future school board meeting. Chairman Dodge thought that was an excellent idea.

B. ADMINISTRATION – None

C. PUBLIC – None

**X. NEXT MEETING TO BE SCHEDULED**

▪ December 1, 2011 – Regular Meeting

**XI. NON-PUBLIC SESSION: RSA 91-A:3, II (a) (c)**

*Chairman Dodge made a motion to go into non-public session in accordance with RSA 91-A:3 II (a) Personnel and (c) adverse reputation and, from there, into a budget work session, then a non-meeting regarding teacher negotiations; seconded by Dave Mylott. Motion carried 5:0:0.*

*Roll call vote: Reed, Mylott, Dodge, Kimball, and Harris all voted Aye.*

**XII. ADJOURNMENT TO NON-PUBLIC SESSION AT 7:25 P.M.**

Respectfully submitted,

Susan H. Kimball  
Vice Chair/Secretary  
Epping School Board

**EPPING SCHOOL BOARD  
NON-PUBLIC MINUTES  
NOVEMBER 17, 2011**

The non-public meeting of the Epping School Board was called to order at 7:30 p.m. immediately following the public meeting in the Epping Town Hall. In attendance were School Board Members Gregory Dodge, Susan Kimball, David Mylott, Jeffrey Harris, Brian Reed, Superintendent Barbara Munsey, and Business Administrator Martha Williamson.

Superintendent Munsey brought forth a request from a parent who has relocated to Seabrook, NH to allow her daughter to finish her senior year at Epping High School. Barbara reminded the family that transportation will not be provided and the student must follow all rules and regulations.

***The Board approved by consensus.***

Superintendent Munsey apprised the Board of a recent bullying incident at the high school. She informed the Board that all notifications and requirements were followed and all documentation is on file. No action was taken by the Board.

Superintendent Munsey apprised the Board that the District is currently advertising for a long-term substitute to fill-in for a teacher who is out on FMLA. No action was taken.

Superintendent Munsey informed the Board of a Workers Comp claim. No action was taken.

Superintendent Munsey apprised the Board of a teacher request to enroll in a 36 credit on-line Master's program. The intent is to complete the course in 12-18 months but be reimbursed over a 3-year period. Per contract, teachers are eligible for 12 credits per year at \$25,000.

***The Board approved by consensus.***

Business Administrator Williamson informed the Board that the Deans of Students do not currently have school district cell phones despite the fact that the Principals need to contact them frequently. Martha has spoken with the Deans and they would prefer to be allowed to use their own cell phones and be reimbursed, rather than carry an additional phone owned by the school district. Martha explained that this would be more cost effective because it would allow her to cancel three of the current "office" phones.

Jeff Harris inquired as to whether this would place any liability on the district and Martha replied that it would not.

***The Board approved by consensus.***

Business Administrator Williamson also apprised the Board that Facilities Director George Kimball does not currently have texting capabilities on his district-owned cell phone, even though he is the designated point person in the event of an emergency. She advocated for George's cell phone being updated to include texting.

***The Board approved by consensus.***

***Greg Dodge made a motion to exit non-public session; seconded by Dave Mylott.  
Motion carried 5:0:0. Roll call vote: Reed, Mylott, Dodge, Kimball, and Harris all voted Aye.***

***Jeff Harris made a motion to adjourn, seconded by Sue Kimball. Motion carried 5:0:0.***

The meeting adjourned at 7:52 p.m.

The Board transitioned into their work session.

Respectfully submitted,

Susan H. Kimball  
Vice Chair/Secretary  
Epping School Board

**EPPING SCHOOL BOARD  
WORK SESSION MINUTES  
NOVEMBER 17, 2011**

The work session was called to order at 7:55 p.m., immediately following the non-public portion of the meeting, in the Epping Town Hall. In attendance were School Board Members Gregory Dodge, Susan Kimball, David Mylott, Jeffrey Harris and Brian Reed, Superintendent Barbara Munsey, and Business Administrator Martha Williamson,

Business Administrator Williamson distributed and reviewed a summary of changes that were made to the 2012-2013 budget since the last meeting.

The Board did a thorough review of budget lines. They examined expenses and revenues, personnel, and space issues and class sizes at the elementary school.

***Greg Dodge motioned to approve the bottom line budget of \$16,630,940 and to bring it forward to the Budget Committee; seconded by Dave Mylott. Motion carried 5:0:0.***

***Greg Dodge motioned to adjourn; seconded by Dave Mylott. Motion carried 5:0:0.***

The meeting adjourned at 9:20 p.m.

Respectfully submitted,

Susan H. Kimball  
Vice Chair/Secretary  
Epping School Board