

EPHING SCHOOL BOARD MINUTES
EPHING TOWN HALL
JUNE 16, 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), Martha Williamson (Business Administrator), Kyle Repucci (Middle School and High School Principal), and Mark Vallone (Elementary School Principal). George Kimball (Facilities Director) came later.

In the audience were the scheduled guests.

II. SCHEDULED GUESTS

WORLD LANGUAGE TRIP 2011 – RAYMOND CARRIER, CHARLEY FARIA & STUDENTS

A slideshow of the France and Spain trip was presented and the students (Lauren Haley and Paul Holmes) provided highlights of the trip. Plans for the World Language Trip 2012 were also discussed.

III. APPROVAL OF MINUTES

A. PUBLIC MINUTES FOR MAY 19, 2011

Dave Mylott made a motion to approve the public minutes of May 19, 2011; seconded by Brian Reed. Motion carried 5:0:0.

B. NON-PUBLIC MINUTES FOR MAY 19, 2011

Dave Mylott made a motion to approve the non-public minutes of May 19, 2011; seconded by Brian Reed. Motion carried 5:0:0.

C. SPECIAL MEETING MINUTES FOR MAY 26, 2011

Dave Mylott made a motion to approve the special meeting minutes of May 26, 2011; seconded by Brian Reed. Motion carried 5:0:0.

D. PUBLIC MINUTES FOR JUNE 2, 2011

Dave Mylott made a motion to approve the public minutes of June 2, 2011; seconded by Brian Reed. Motion carried 4:0:1 with Greg Dodge abstaining.

E. NON-PUBLIC MINUTES FOR JUNE 2, 2011

Dave Mylott made a motion to approve the non-public minutes of June 2, 2011; seconded by Brian Reed. Motion carried 4:0:1 with Greg Dodge abstaining.

IV. MANIFEST

A. PAYROLL

Sue Kimball made a motion to approve Payroll Manifest #P-25 dated June 10, 2011 in the amount of \$1,130,423.13; seconded by Dave Mylott. Motion carried 5:0:0.

Martha Williamson confirmed that the reason the payroll number is high is because it includes summer pay for teachers.

B. ACCOUNTS PAYABLE

Sue Kimball made a motion to approve Accounts Payable Manifest #23 dated June 16, 2011 in the amount of \$220,181.68; seconded by Dave Mylott. Motion carried 5:0:0.

V. ADMINISTRATOR REPORTS

A. MARK VALLONE – ELEMENTARY SCHOOL

Mr. Vallone reviewed and explained the items in his written report (SEE ATTACHED).

B. KYLE REPUCCI – MIDDLE AND HIGH SCHOOLS

Mr. Repucci reviewed and explained the items in his written report (SEE ATTACHED).

Superintendent Munsey reviewed and explained the Competencies for 21st Century Content and Skills document.

Dave Mylott made a motion to approve and move forward on the Competencies for 21st Century Content and Skills; seconded by Jeff Harris. Motion carried 5:0:0.

C. MARTHA WILIAMSON – BUSINESS ADMINISTRATOR

Throughout the course of the agenda, Martha reviewed and explained the items in her written report (SEE ATTACHED).

- Fuel Oil: Requesting Board approval to negotiate a lock-in rate if the price drops below \$3.00/gallon between meetings.

Jeff Harris made a motion to allow Martha to lock-in to purchase oil when the rate comes to \$3.00/gallon or less; seconded by Sue Kimball. Motion carried 5:0:0.

- Fee Waiver for Recreation: Requesting fee waiver subject to usual conditions for approved use of middle school gym on Tuesdays and Thursdays in July from 7:00-9:00 p.m. for adult men's basketball.

Going forward, the Board also granted, by consensus, an automatic waiver of fees for the Recreation Department, as long as they leave the facility in a clean condition. If this condition is not met, or if the key card that was issued to them is shared inappropriately, it will negate all privileges.

Brian Reed made a motion to waive the maintenance/custodial fee so Recreation can use the gym on Tuesdays and Thursdays from 7:00-9:00 over the summer; seconded by Dave Mylott. Motion carried 5:0:0.

- **Retirement Reform SB-3**: If this bill passes, it will redefine full-time employment from 35 to 32 hours/week and will have a large impact on support staff, paraprofessionals, and the District. Dave Mylott suggested that the District look at all options to consider what can be done and the impact of each option.

- **PTO Donation**: The EES PTO has donated \$4,500 for the purchase of a mobile ENO (“Smart”) Board for the elementary school.

Sue Kimball made a motion to accept the generous donation of a mobile ENO Smart Board to the elementary school from the PTO; seconded by Dave Mylott. Motion carried 5:0:0 with thanks to the members of the PTO.

- **SAU Chimneys**: George Kimball explained that the two chimneys at the SAU are in need of repair and Ernie Guimond has offered to do the work while his staging is in place (which would reduce the cost) for the price of materials and labor. If they are found to need only grinding and repointing, the cost will be \$16,000; if they need to be completely taken apart, the price will be \$22,000.

Dave Mylott made a motion to approve the chimney work at the SAU not to exceed \$22,000; seconded by Brian Reed. Motion carried 5:0:0.

- **Encumbrances**: Martha reviewed the list of items that will not be done by the end of June and would therefore need approval to encumber tonight (deadline is June 30th). The list includes \$50,000 for new classroom computers to replace many that were purchased back in 2006. Given the healthy surplus of an estimated \$486,800 in this year’s budget, Martha thought it might be a good idea to get a jump start with the 4-year technology cycle by purchasing some of the computers now.

Although he supports technology, Dave Mylott was not in favor of arbitrarily throwing money into the program without a specific plan. He suggested sticking with the approved Technology Plan.

Greg Dodge made a motion to approve the encumbrances as outlined by Martha, excluding \$50,000 for computers, for a total of \$176,630; seconded for discussion by Dave Mylott.

Further discussion ensued with regard to technology needs for teachers and students at the elementary and high schools, replacement of COWs (computers on wheels) in the middle school and what the \$50,000 would actually purchase.

Chairman Dodge called for a vote. Motion failed 2:3:0 (Nay from Sue Kimball, Dave Mylott, and Brian Reed).

Dave Mylott made a motion to encumber \$226,630 for items on the list including computers; seconded by Sue Kimball. Motion carried 3:2:0 (Nay from Greg Dodge and Jeff Harris).

D. BARBARA MUNSEY – SUPERINTENDENT

Throughout the course of the agenda, Barbara reviewed and explained the items in her written report (SEE ATTACHED).

VI. FACILITIES – None (other than what was previously discussed)**VII. POLICY**

- A. 2ND READING OF INSTRUCTION POLICY “I” SECTION & EBBD–INDOOR AIR QUALITY:
1. IB – ACADEMIC FREEDOM
 2. IF – INSTRUCTIONAL APPROACH AND NEEDS OF STUDENTS WITH DIFFERENT TALENTS
 3. IFA – STUDENT LEARNING PLANS FOR ACADEMIC ACHIEVEMENT, POST-SECONDARY EDUCATIONAL OPPORTUNITIES, AND CAREER DEVELOPMENT
 4. IFB – POST-SECONDARY STUDENT GUIDANCE SERVICES
 5. IHAE – PHYSICAL EDUCATION REQUIREMENT & EXEMPTION
 6. IHAH – WORLD LANGUAGE PROGRAM
 7. IHAL – TEACHING ABOUT RELIGION
 8. IHAM – HEALTH EDUCATION REQUIREMENT AND EXEMPTION
 9. IHBA – PROGRAMS FOR CHILDREN WITH DISABILITIES
 10. IHBH – EXTENDED LEARNING OPPORTUNITIES
 11. IHBI – ALTERNATIVE LEARNING PLANS
 12. IHCA – SUMMER ACTIVITIES
 13. IHCD – ADVANCED COURSE WORK/ADVANCED PLACEMENT COURSES
 14. IIB – CLASS SIZE
 15. IMG – ANIMALS IN SCHOOL AND ON SCHOOL GROUNDS
 16. IMGA – SERVICE ANIMALS
 17. EBBD – INDOOR AIR QUALITY

No revisions were made. These are slated for 3rd Reading/Approval for the next meeting.

B. DISCUSSION OF THE FOLLOWING POLICIES:

1. EF – FOOD SERVICE MANAGEMENT
2. EFC – FREE AND REDUCED PRICE LUNCH

There was lengthy discussion, continued from the June 2, 2011 meeting, regarding how to handle student and adult lunch accounts that are in arrears. Many differing thoughts and ideas pertaining to charging limits and alternative lunches were discussed and debated by everyone at the table in addition to George Kimball and Robin O’Day (she had been watching at home) who went to the podium and shared their opinions. As a former food service worker for the District, Robin felt that communication with parents, both written and verbal, is key in collecting the unpaid debts. She also stated that the school district needs to put the accountability back onto the parents whose responsibility, by law, is to feed, clothe, and shelter their children. In many cases the outstanding debt is an annual pattern that never gets resolved, i.e. the same families neglect to pay for their

children's lunches year after year and the debt is never collected. For other families, a temporary situation may be causing the problem in which case the Guidance Department could/should pursue the matter and offer the free or reduced application if appropriate.

Superintendent Munsey stated that there is no easy solution to this issue but the District's rules and guidelines must be made very clear and upheld. She agreed that the onus must be on the parents as the District should not be bearing the burden for unpaid lunch fees.

It was eventually decided that more thought needed to be given to this topic prior to making any decisions.

VIII. COMMENTS/OTHER

A. SCHOOL BOARD

Jeff Harris

Jeff offered congratulations to the graduating class and gratefully acknowledged the many people and groups who awarded scholarships to the senior class on the evening of the Senior Dinner.

Sue Kimball

Sue also congratulated the senior class and is hoping for good weather so graduation can be held outdoors.

Dave Mylott

Dave thanked everyone involved in the planning of the Awards Ceremony and Senior Dinner as both events went well.

Brian Reed

Brian was also impressed with the Awards Ceremony and Senior Dinner and all the planning and organization that went into both. He also congratulated the class of 2011.

Greg Dodge

Greg offered his congratulations to the graduates and thanks for the Senior Dinner.

B. ADMINISTRATION

Barbara Munsey

Barbara reiterated that graduation will take place tomorrow night at 6:00 p.m. The decision as to if it will be held indoors or out will be made at 11:00 a.m. tomorrow in order to provide enough notice for families. If it ends up being inside, it will be simulcast in the cafeteria.

Martha Williamson - None

C. PUBLIC - None

IX. NEXT MEETING TO BE SCHEDULED

July 7, 2011 – Regular Meeting: only for the purpose of signing the manifests. No other business will be conducted. To be held at 4:00 p.m. at the SAU. **NOTE:** The time was changed to 5:00 p.m. after the meeting ended. It will be posted with correct details. Barbara, Greg, and Dave will not be available and ETV will not be needed. Martha, Sue, Jeff, and Brian will be in attendance.

X. PERSONNEL**A. NOMINATIONS (SEE ATTACHED SUPERINTENDENT'S REPORT)**

Superintendent Munsey nominated the following personnel for the 2011-2012 school year:

1. Heather Saluto for EMS Social Studies
2. Emily Tansey for EMS Science
3. Deborah Dyer for EMS Mathematics
4. Clarice Brazas for EMS Language Arts
5. Kathy Stanley-Berting for EES Guidance Counselor
6. Karen Page for EES Reading Specialist

Sue Kimball motioned to accept the above nominations as presented by Barbara; seconded by Jeff Harris. Motion carried 5:0:0.

B. UPDATES

Superintendent Munsey reported that there is a teacher opening in the elementary school due to a full year leave of absence. She also reported Principal Repucci notified her that the student schedule may require an additional 20% Spanish teacher for the next school year.

C. SICK BANK (TABLED FROM LAST MEETING)

Superintendent Munsey recommended that support staff form a committee including at least one district administrator (who would be Martha Williamson). If there is sufficient interest, work would proceed to develop rules governing the sick leave bank. The final rules should be subject to School Board approval.

Greg Dodge made a motion to approve the formation of the above-mentioned committee and process; seconded by Dave Mylott. Motion carried 5:0:0.

XI. OTHER (FROM SUPERINTENDENT'S REPORT)

- **Legislation**: Senator Merrill has contacted Barbara with an offer to meet with the Board once they provide a few possible dates.
- **Default Budget**: A citizens group from Kearsarge, NH has sent an inquiry and requested feedback regarding the definition and calculation of default budgets. Barbara does not advocate for any of the proposals mentioned.
- **District Picnic**: Will be held Monday, June 27th at 11:30 a.m. Board members volunteered to man the grills. It will include recognition for staff who are retiring.

XII. NON-PUBLIC SESSION: RSA 91-A:3, II (a) (e)

Chairman Dodge made a motion to go into non-public session in accordance with RSA 91-A:3 II (a) Personnel and to adjourn immediately thereafter; 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 9:55 P.M.

Respectfully submitted,

Susan H. Kimball
Vice Chair/Secretary
Epping School Board

**EPPING SCHOOL BOARD
NON-PUBLIC MINUTES
JUNE 16, 2011**

The non-public meeting of the Epping School Board was called to order at 10:00 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, and Superintendent Barbara Munsey.

Superintendent Munsey apprised the Board of a request from an administrator.

The Board approved by consensus.

She also proposed an addendum to a contractual issue for another administrator.

The Board disapproved by consensus.

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

Dave Mylott motioned to adjourn; seconded by Jeff Harris. Motion carried 5:0:0.

The meeting adjourned at 10:17 p.m.

Respectfully submitted,

Susan H. Kimball
Vice Chair/Secretary
Epping School Board