

EPPING SCHOOL BOARD MEETING
AUGUST 5, 2010

WORK SESSION – The work session was called to order at 6:00 pm in the Epping Town Hall. In attendance were School Board Members Gregory Dodge, Sue Kimball, Dave Mylott, Shawn Patton, and Jeff Harris and District Leadership Team Members Mark Vallone, Kyle Repucci, Cathy Zylinski, Lyn Healy, and Barbara Munsey.

The District Leadership Team presented the Epping School District Reform Model “21st Century Student Outcomes for College and Career Ready Students” and the Action Plan for 2010-2011. Discussion included technology changes impacting our lives as well as the following state, federal, and agency initiatives impacting education.

1. Framework for 21st Century Learning
2. Common Core State Standards
3. New England Association of Schools & Colleges Accreditation Standards

The Student Learning Guide and Professional Learning Guide, which incorporate the reform model and action plan in a condensed format, were presented. These guides will be distributed to teachers. The job description for the Director of Professional Learning was included in the information as well as the primary responsibilities for the various activities outlined in the action plan.

Work session was recessed at 7:00 pm to begin the regular scheduled meeting.

REGULAR MEETING – The regular meeting was called to order at 7:00 pm in the Epping Town Hall. In attendance were School Board Members Gregory Dodge, Sue Kimball, Dave Mylott, Shawn Patton, and Jeff Harris and District Leadership Team Members Mark Vallone, Kyle Repucci, Cathy Zylinski, Lyn Healy, and Barbara Munsey. Reporter Kathy Bailey was also in attendance.

Minutes – Sue Kimball made a motion to approve the June 24, 2010 minutes as amended, seconded by Dave Mylott. The motion passed 5-0. Sue Kimball made a motion to approve the July 15, 2010 minutes as amended, seconded by Dave Mylott. The motion passed 4-0-1 with Gregory Dodge abstaining.

Payroll Manifest – Sue Kimball made a motion to approve Payroll Manifest #2 dated July 23, 2010 in the amount of \$115,976.23, seconded by Dave Mylott. Jeff Harris questioned the practice of issuing payroll before Board approval. It was reported that the auditors had approved this practice. The administration will investigate and report back. The motion passed 5-0. Sue Kimball made a motion to approve Payroll Manifest #3 dated August 6, 2010 in the amount of \$109,685.13, seconded by Dave Mylott. The motion passed 5-0.

Vendor Manifest – Sue Kimball made a motion to approve Vendor Manifest #2 dated August 5, 2010 in the amount of \$327,254.31, seconded by Dave Mylott. The motion passed 5-0.

Business Administrator Report - The Business Administrator submitted a written report highlighting summer projects and technology cost savings. Please reference attached report. Gregory Dodge also reported that the well project came in significantly under budget.

Facilities – Two incidents of vandalism were reported. The EES playground sign was stolen and a manhole cover was removed causing a safety hazard. The EMS and EHS building and fields were also vandalized by paint balls.

Policy – Please reference attached Superintendent Report.

1. GBGD – Shawn Patton made a motion to approve policy GBGD, seconded by Jeff Harris. The motion passed 5-0.
2. JF – Shawn Patton made a motion to approve policy JF, seconded by Jeff Harris. The motion passed 5-0.
3. JHC – Shawn Patton made a motion to approve policy JHC, seconded by Jeff Harris. The motion passed 5-0.
4. JICD – Shawn Patton made a motion to approve policy JICD, seconded by Jeff Harris. The motion passed 5-0.
5. JICJ – Jeff Harris made a motion to approve policy JICJ, seconded by Sue Kimball. Dave Mylott questioned the language regarding use of cell phones in locker rooms, bathrooms, etc. It was recommended that the language be changed to “may not be used.” The motion was amended as recommended and passed 5-0.
6. JLCI – Shawn Patton made a motion to approve policy JLCI, seconded by Jeff Harris. The motion passed 5-0.
7. JHB – A first reading was held on JHB Truancy with no changes.
8. JICK – A first reading was held on JICK Pupil Safety and Violence Prevention (Bullying) with no changes. Dave Mylott emphasized that the significant changes and the length of the policy required careful School Board review. He also asked that he be present for future readings.

Comments – The following School Board comments were made.

1. Dave Mylott questioned the practice of requiring parents to sign a transportation form for each incident in which parents wished to use personal transportation rather than bus transportation following a game. The practice was too cumbersome. Kyle Repucci reported that the school had looked at this and had added the forms to the website and athletics was making the forms available to coaches for parental access at the games. The intent was to account for all students.
2. Jeff Harris asked how handbooks would be distributed as electronic distribution would save resources and money. It was reported that this year handbooks will be printed as not all parents have email, but it would be explored in the future. There was a thought that perhaps the district handbook could serve as a pilot. Jeff Harris also expressed interest in the district adding a military honor roll to the website. It was suggested that the district look into this. Jeff Harris also recommended purchasing graduation platforms rather than renting.
3. Sue Kimball mentioned summer school and recommended that it be placed on the September agenda. It was reported that the District Leadership Team also had this on their agenda.

There were no comments from the administration or public.

Next Meeting – The Board scheduled a work session on August 12 at 6:00 pm in the SAU Office to prepare for the Budget Committee meeting on August 18. The next regular meeting is scheduled for August 19.

Personnel – The Superintendent reported on a question regarding the hiring for the EMS physical education position. The schedule and the candidates were investigated. The position was posted on June 10th due to a delay with the hiring of the Dean of Students position. The posting closed on June 18th with interviews held from June 18 to 21. The Superintendent interviewed the recommended candidate on June 22 and the candidate was nominated on June 24. The primary criterion was dual certification in health and physical education. Five out of the 30 resumes (22 on time and 8 after the deadline) were dual certified and three out of the five were interviewed based on experience and information in resume.

Nonpublic Session – Gregory Dodge made a motion to enter nonpublic session per RSA 91-A:3, II a (personnel), seconded by Shawn Patton. The Board entered nonpublic session at 8:05 pm with a roll call vote of 5-0. School Board Members and the Superintendent were in attendance.

NONPUBLIC SESSION – The Board discussed a personnel matter. Gregory Dodge made a motion to exit nonpublic session, seconded by Shawn Patton. The motion passed with a roll call vote of 5-0. The Board exited nonpublic session at 8:22 pm. No action was taken.

ADJOURNMENT - Gregory Dodge made a motion to adjourn the meeting and enter the work session, seconded by Shawn Patton. The motion passed 5-0.

WORK SESSION – The Board entered the work session at 8:30 pm. In attendance were School Board Members, School Principals Vallone and Repucci, and Superintendent Munsey.

The Annual Parent Notice of Rights and Policies, Substitute Staff Handbook, Support Staff Handbook, and Professional Staff Handbook were distributed via email and the following comments/recommendations made. Please reference Superintendent's Report for significant changes.

1. Concern was raised about the bullying and truancy policies which are subject to recent change in law, but have not completed the School Board adoption process. It was agreed to publish the policy, but add a notation as to when the law was adopted, that the policy was under review, and may be subject to change. This notation should be added to all handbooks including these two policies.
2. The Music and Communication Device policy included in the handbooks will also need to be revised to the amended version approved at the regular meeting.
3. A consistent notation system highlighting changes was recommended. This may include a notation in the table of contents, highlighting changed text, and/or a summary page to accompany handbook.
4. Staff dress code was recommended as a future action item.

The EES, EMS, and EHS Student Handbooks and EHS Athletic and Coaches Handbooks were distributed via email and the following comments/changes made. Please reference EES report for significant changes.

1. It was recommended that the EHS Handbook use language similar to EMS for drinks.
2. Further clarification was recommended for the EHS section on athletic eligibility. Consequences for tardiness on the day of the game should impact eligibility “that day” while tardiness the day after the game should impact eligibility for the “next game.”
3. It was recommended that all school handbooks be consistent regarding staff contact information. It was recommended that due to frequent staff changes that just school contact information be provided and the email nomenclature ([firstinitiallast name@sau14.org](mailto:firstname.lastname@sau14.org)) be provided for staff.
4. Policy changes for bullying, tardiness, and music and communication devices should be revised to match district handbooks.
5. The school practice for food allergies was also discussed.

By consensus the handbooks were approved as amended.

Gregory Dodge made a motion to adjourn the work session, seconded by Dave Mylott. The work session was adjourned at 9:24 pm.

Respectfully submitted,

Barbara D. Munsey