

EPPING SCHOOL BOARD MINUTES
EPPING TOWN HALL
September 17, 2009
7:00 PM

I. CALL TO ORDER

Chairman Greg Dodge called the meeting of September 17, 2009 to order at 7:00 pm with the Pledge of Allegiance. In attendance were: School Board members Greg Dodge, Susan Kimball, Shawn Patton and Dave Mylott and Superintendent Barbara Munsey.

II. APPROVAL OF MINUTES

A. PUBLIC MINUTES FOR JUNE 18, 2009

Susan Kimball made a motion to table the public minutes of June 18, 2009. Dave Mylott seconded the motion. Motion passed 4:0.

B. PUBLIC MINUTES FOR AUGUST 20, 2009

Dave Mylott made a motion to approve the public minutes for August 20, 2009 as amended. Shawn Patton seconded the motion. Motion passed 4:0.

III. MANIFEST

Shawn Patton made a motion to approve the Accounts Payable Manifest P-5, dated September 3, 2009, which had already been signed, in the amount of \$292,835.78. Susan Kimball seconded the motion. Motion passed 4:0.

Shawn Patton made a motion to approve Payroll Manifest, which had already been signed, in the amount of \$19,563.41. Susan Kimball seconded the motion. Motion passed 4:0.

Susan Kimball made a motion to approve Payroll Manifest #P-6, dated September 18, 2009, in the amount of \$373,778.10. Shawn Patton seconded the motion. Motion passed 4:0.

Greg Dodge made a motion to amend the previous motion of Accounts Payable Manifest P-5 dated September 3, 2009 to read \$343,570.98. Shawn Patton seconded the motion. Motion passed 4:0.

Mr. Dodge noted that there was a check cut for Eckert and Johnson for HVAC maintenance that seemed high and he asked if it would be more cost-effective to have a service contract for maintenance. Ms. Munsey said she could look into that.

Mr. Dodge said that there was a question about a long-distance phone call to California but said that it was justified. Ms. Munsey said that it pertained to a webinar in support of Epping's submission of an ARRA stimulus grant.

Mr. Dodge asked if there was a line item for Steve Gerrity for a speaker fee/assembly and was curious as to the topic. Ms. Munsey said that the schools have paid for speakers in the past.

Mr. Dodge questioned the practice of school employees purchasing personal computers through the District and paying for them via payroll deduction. Ms. Munsey said that it was in the handbooks and that the School Board had approved of the practice. Mr. Dodge noted that other districts do this as well but he thought it sounded odd.

Susan Kimball made a motion to approve Accounts Payable Manifest # 6 dated September 17, 2009 in the amount of \$299,035.80. Shawn Patton seconded the motion. Motion passed 4:0.

IV. ADMINISTRATOR REPORTS

A. DIXIE TREMBLAY: HIGH SCHOOL (SEE WRITTEN REPORT)

Ms. Tremblay reviewed her report.

Ms. Tremblay noted that the following information about summer school was not available in time to include in her written report. There were 8 non-EHS students enrolled for a total of 6 possible credits. Students could choose to do half a credit or a full credit over the summer. 12 EHS students were enrolled for a total of 8.5 credits. 5 out of 6 credits were awarded to non-EHS students and 6.5 out of 7.5 credits were awarded to EHS students.

Mr. Mylott asked what type of instructional support (in addition to online work) the students get when using NovaNet. Ms. Tremblay responded that there is a certified teacher or adult to provide assistance. Ms. Tremblay said that the content of the modules is self-contained and the program offers tutorials, if necessary, to students.

Ms. Kimball asked if every course is available via NovaNet and Ms. Tremblay replied that most are covered but that staff are looking for a writing component to supplement the program. Teachers can tailor the course work as well.

Ms. Kimball asked if NovaNet offered a test site where people could log on to see a sample of the program. Ms. Tremblay said that any interested student can talk to Mr. Altbergs to find out more, but she noted that it is a remedial program. Ms. Tremblay said they are looking into options for students who would like to move beyond what is offered at EHS (such as VLAC online charter school out of Exeter that is free to all NH students).

Mr. Mylott noted that some of the events from Ms. Tremblay's report were not posted on the website. Ms. Tremblay replied that they are in transition between the old and new websites and information is not as up-to-date as it should be. Ms. Munsey said that the site should be ready by October 1.

Ms. Tremblay talked about the professional development work being done on lesson planning and shared some actual plans. Mr. Dodge asked about the frequency of the work being done on lesson plans and Ms. Tremblay said that they are reviewed in an ongoing fashion throughout the school year.

B. MARK VALLONE: ELEMENTARY SCHOOL (SEE WRITTEN REPORT)

Mr. Vallone reviewed his written report. He noted that video of the opening day has been televised on ETV.

An item not in his report included notification of the top readers in the summer reading program which is run in collaboration with the town library: Kindergarteners Ryan MacVicar and Mackenzie McAniff.

Another item was the Team Building Day done by the fifth grade centered on social skills.

Mr. Mylott asked what teachers thought of Study Island as a tool (online NH GLE Mastery and NECAP preparation program). Mr. Vallone explained that it's too soon to get feedback but that second grade teachers like the online program. Mr. Vallone noted there would be upcoming information on another program called Successmaker which is used for remedial skill.

Ms. Kimball asked about the replacement beanbag chairs at school. Mr. Vallone replied that the chairs are not in place yet since Assistant Fire Chief Marc Nickerson said that they had the California-approved number rather than the U.S. Federal Fire Safety code numbers (with regard to chemicals in the beans on the interior). Mr. Vallone said the other items, such as the replacement carpeting, do meet fire code.

Ms. Kimball asked if there was more space for break rooms and Mr. Vallone explained that the loft space was changed to make a break area as it was unsuitable for students.

Mr. Mylott thanked everyone for their work to ensure the schools are compliant with fire safety codes as it is very important.

Mr. Dodge explained that President Obama's speech was not shown live in the schools to avoid any complaints that might have happened after the fact. Mr. Vallone reported that staff were given the opportunity to show a video of the speech in school. He said he reviewed the speech and that it was not political in nature. He said that the Board and Superintendent did communicate via email about the speech to address any concerns. Ms. Munsey said that the administrators talked about it and explained that the agenda for that day was already set (it was the first day of school at Epping) and that there was not adequate notice to reschedule the events planned for the day. Ms. Munsey said that she heard about the speech from a parent even before the Federal and State government notified the schools.

Ms. Kimball asked if the Cool News would be distributed via email and Mr. Vallone replied that it would as soon as teachers get email addresses from people. He also said that, in the past, they have tried to send only one copy home with the oldest child in the family to save on paper. Ms. Kimball said that avoiding multiple copies would be a good idea for any papers being sent home. Ms. Kimball and Mr. Patton said they would like to keep receiving the Cool News and all newsletters via email.

Mr. Mylott expressed interest in visiting the elementary school to see the work done regarding fire-code compliancy. The Board agreed and Mr. Vallone said they could set up something.

C. LYN HEALY: MIDDLE SCHOOL (SEE WRITTEN REPORT)

Ms. Healy was participating in the EMS Open House so she was absent tonight. Ms. Munsey presented a request, based on School Board policy, for the trip to Nature's Classroom in which the

7th grade participates each year.

Shawn Patton made a motion to approve the 2009 Nature's Classroom trip. Susan Kimball seconded the motion. Motion passed 4:0.

V. POLICY

A. APPROVAL: SPECIAL EDUCATION EVALUATION IHBAA & IHBAB

Regarding IHBAB, Mr. Mylott had an issue on the second page of the policy where it states the district may deny a request for an independent educational evaluation at public expense and initiate a due process hearing to demonstrate the district's evaluation was appropriate. He said that parents did have a right and that the Board/District should not inherently prevent that as a general rule. Ms. Munsey said that the operative word in that sentence was "may" and it did not mean that the District would always deny requests. Mr. Mylott said that the belief would be that the district would always have an appropriate evaluation. Ms. Munsey explained that the policy was only for a small portion of parents who could use this to negate the process. Mr. Mylott suggested instead to write that the district "reserves the right" to deny a request. The Superintendent and Board agreed that this change would be appropriate.

Dave Mylott made a motion to approve Policy IHBAB as amended. Susan Kimball seconded the motion. Motion passed 4:0.

8:00 PM: MR. DODGE LEFT THE MEETING. MS. KIMBALL CHAIRED THE MEETING IN HIS ABSENCE.

Ms. Munsey requested the approval of the second special education evaluation policy and the limited English Proficiency policy. Dave Mylott made a motion to approve Policies IHBAA and IHBBA as submitted. Shawn Patton seconded the motion. Motion passed 3:0.

B. APPROVAL: LIMITED ENGLISH PROFICIENCY IHBBA

C. FIRST READING: TERMINATION/RESIGNATION GCQC and GDQ

Mr. Mylott stated that the issue regarding exit interviews had been appropriately reworded. He said he liked that it was worded differently for professional and support staff.

VI. OTHER BUSINESS

A. ATHLETIC FIELDS

Ms. Munsey reported that the fields were sprayed for EEE.

Ms. Munsey said that Seacoast United soccer fields did not meet the 10-foot setback standard due to the location of benches and light poles only 8 feet back from the line. She said the fields would continue to be used but there would be a conversation with the opposing team and officials before the game and if there is an issue, other arrangements could be made. She noted that the NHIAA representative remarked that the Seacoast United facility is one of the best in the state.

Mr. Mylott asked who would be making prior arrangements (contacting the other coaches) and Ms. Munsey said that Athletic Director Larry Averill would be doing that.

B. FUEL BID

Ms. Munsey reported that the District extended the contract with Flynn's Oil to include a pre-buy of \$1.999 with downside protection to \$1.699 and payment of the full amount in advance. The Board has approved this recommendation. Based on last year's use and the same winter conditions, the District may save 50% of the fuel oil budget.

C. H1N1

Ms. Munsey said that a letter was sent home regarding H1N1 telling parents that the primary goal is to keep sick children home until they no longer have a fever. Priority vaccination groups have been identified: pregnant women, caregivers and household contacts for children under 6 months of age, children 6 months to 24 years of age, healthcare workers and first responders, and adults aged 24-65 with chronic medical conditions at risk for influenza complications. She said that some staff and children fit within these categories. It will be important to know what kind of educational program can be provided for students who are told they need to stay home if they get H1N1, how many staff members are in the risk categories, and how school would operate if those teachers had to stay home. Ms. Munsey said that George Kimball was working with the Health Office to get non-alcohol hand sanitizer dispensers placed throughout the schools. Mr. Patton asked where the sanitizers would be placed and Ms. Munsey said they would be put in each classroom, cafeteria, etc. Ms. Munsey said one concern was how to keep keyboards clean so sanitizer would be put in technology labs. Ms. Kimball noted that other susceptible areas for the spreading of germs include doorknobs and railings.

Mr. Mylott asked what is being done about the possibility of absenteeism increasing due to parents keeping sick children home so there would not be a negative impact. Ms. Munsey said that the NH Department of Education has discussed this and, if there is a severe outbreak, schools are being asked not to have perfect attendance awards this year and that high schools be flexible with attendance policies since attendance can influence grades. The goal is to get NECAP testing done before flu season because poor attendance/performance can affect Epping Schools' AYP standing and designations for No Child Left Behind. Ms. Munsey said that people would need to be as accommodating as possible. Epping will participate in voluntarily reporting about the number (no names) of staff and students who are absent each day due to flu symptoms. This will help with tracking the severity of the flu.

Ms. Munsey said that the district has received a lot of information from the Federal and State Governments. Ms. Kimball asked a question about the "toolbox" listed on H1N1 List. Ms. Munsey stated that it was an electronic resource of items such as posters to put up in school, letters that could be sent home to parents, information as to when students could return to school, etc.

D. TRANSPORTATION

Ms. Munsey suggested having a representative from First Student come talk to the School Board about rules and regulations in setting up bus routes and bus stops.

Ms. Munsey said that a parent of a charter school student requested that her child ride the SST bus to/from the charter school in Exeter and ride the afternoon bus home. The student does not attend SST. Board policy does not include transportation to/from public/private schools outside of Epping

unless it is included in a student's IEP. Transportation to/from charter schools is the responsibility of the parent. In discussing this request with district staff, there is a concern regarding liability and precedent leading to special education and transportation. Ms. Munsey requested guidance as this request was not covered in Board policy.

Mr. Mylott asked why there would be an increase in liability since all Epping students are protected on any transportation provided by the District. Ms. Munsey said in this situation, Epping does not have jurisdiction over this particular student. Ms. Munsey said that the District can put regulations in place to deal with the situation but ultimately what is necessary is to address it with a policy.

Ms. Munsey said that the charter school and SST share the same building and transportation is requested to/from SST. Mr. Mylott said it was a matter of allowing one more student to ride the bus that is already paid for to take students to/from SST. Mr. Patton said that it would set a precedent for students at other charter schools. Mr. Mylott understood that argument but he felt that providing the bus service for another Epping resident, when it was no additional cost to taxpayers, would be okay. Ms. Munsey said that 13 students go to GBECS and she couldn't say that there were 13 seats on the SST bus to accommodate other families with similar requests. Mr. Patton felt that it was the family's decision to have their child go to the charter school, therefore they should provide their own transportation. SST is part of the curriculum of Epping High School but a charter school is not.

Ms. Kimball had an issue with the fact that students who go to charter schools in other towns would not have the same opportunity because there wouldn't be an established bus route.

Ms. Munsey could see both sides of the situation. She did not want to deny educational opportunities to any of Epping's children but was concerned about setting a precedent.

Mr. Mylott said it is important to ask if families chose to have their children go to other schools because something is lacking at Epping schools. Mr. Patton said it was a matter of choice to go to a private or charter school or a public school and taxpayers should not have to pay for students who go to private schools. Mr. Mylott said that there was a difference between private schools and charter schools.

Ms. Kimball thought that this request to ride the bus to/from the charter school would have been submitted as soon as school year began. Ms. Munsey said that there were special circumstances that pertained to this case.

Ms. Kimball suggested waiting until Mr. Dodge returned later in the meeting to put this request to a vote. The Board agreed.

Ms. Munsey requested to go back to the policy section of the agenda and noted that there was a packet with the agenda of Policy I for a future first reading.

E. DISTRICT SEAL

Ms. Munsey reviewed various logos and the amount of computer storage required for each (see Superintendent Report). She recommended using the Epping School District with Watson Academy logo for the district letterhead for special, but not all, correspondence.

Dave Mylott made a motion to accept the use of the Epping School District Seal with the Watson Academy logo for official District letterhead. Shawn Patton seconded the motion. Motion passed 3:0.

F. NHSBA RESOLUTIONS

Ms. Munsey noted that the submission deadline is October 23, 2009 for NHSBA resolutions. She recommended a resolution on the Board's ability to recommend/non-recommend warrant articles on the warrant and the ballot. It was recommended that this item be placed on the next agenda.

Mr. Mylott noted that Ms. Williamson had asked the Board if they should to go ahead with the Search feature on the Website at a cost of \$275. Ms. Munsey replied that enough School Board members responded so that the Search feature was added. Ms. Munsey said it was cheaper to add it now than ask for it later. Mr. Mylott supported doing that.

Mr. Patton said he filled in for Mr. Booth at the Budget Committee and he had some dates that Ms. Williamson wanted:

Wednesday, November 18, 2009: Deliver the School Budget to the Budget Committee

Saturday, December 5, 2009: Budget Committee review

Wednesday, January 6, 2010: Budget Committee Warrant Article review

The Budget Committee said that they realized that they had to wait for petitioned warrant articles from the public, but any warrant articles from the School District should be sent as soon as possible.

Mr. Patton reported that there was an ETV discussion and some of the items of note included an ending date for anything posted on the bulletin board and email information for posting to etv@townofpepping.com. Mr. Patton thanked everyone for their efforts on improving ETV and said that a lot of progress has been made. He remarked that if someone needs a DVD copy of a Board meeting, a request must be made the night of the meeting. Mr. Mylott said that a person could still get a DVD copy at any time, but a request made after the meeting would cause a delay of 7-10 days.

Mr. Patton asked if it is permissible to wear flip-flops (sandals) at the high school. Ms. Munsey said there has been discussion about that with staff and a decision was made for staff not to wear them (as models for children, they are not professional) but she was not aware of anything in handbooks that pertained to students, but would check on it.

Mr. Patton mentioned about the permission form given out at the beginning of the year that requires parents to approve whether or not to allow the Armed Forces to contact their children. Ms. Munsey said the form is called Objection to Release Directory Information. Parents/Guardians who do not want a military recruiter to contact their children need to mark the form and sign it. If parents/guardians have no objection to a recruiter contacting their children, then no signature is required. Mr. Patton said that he checked the box on his children's forms, but still gets calls from recruiters who say they obtained a list of student names from the school. Ms. Munsey said she would look into that.

8:43 PM: MEETING WAS TURNED BACK OVER TO CHAIRMAN DODGE

Ms. Kimball asked Ms. Munsey to provide the Board with information regarding how in-school suspension is being handled at the middle school and high school. Ms. Munsey responded that she would have it for a future meeting.

Ms. Kimball asked about honors diploma vs. standard diploma. Ms. Munsey said both must meet the criteria stated in the handbook. A standard diploma is 22.5 credits whereas an honors diploma is 25 credits. A student needs 3 years of one world language to receive an honors diploma plus Algebra II and Geometry

and one more math credit. A new provision is that students must take algebra to get a diploma in NH. Electives go from 5.5 to 7. To receive an honors diploma, a student must be enrolled in 2 or more Honors/AP courses any time during high school (not every semester). Accumulated (weighted now) GPA must be 3.2 or better to receive the honors diploma. Ms. Kimball asked if the class of 2013 is the first class eligible for the honors diploma. Ms. Munsey said it was actually in effect last year, so the class of 2012 will be the first one eligible.

Ms. Kimball said that the high school guidance counselor she spoke to has a different interpretation of the honors diploma criteria. Ms. Munsey said that she would talk to guidance about that.

Mr. Patton asked permission to look into using part of one of the fields for Project Graduation's "Spooky Walk" fundraiser on October 24th and 25th. Ms. Munsey said that a facilities request form should be submitted and that Mr. Averill would be responsible for approving it. Ms. Kimball said she would ask George Kimball to submit the request on behalf of Project Graduation.

Mr. Dodge noted that there was a thank you note from the Phelps family.

Mr. Dodge noted that the tractor was paid for.

Mr. Dodge asked about the youth risk surveys. Ms. Munsey said that the high school results were not released yet but the middle school's results will be available soon.

Mr. Dodge asked that the bricks be removed from the EES parking lot ASAP.

Mr. Dodge said that Ms. Kimball and he attended the annual staff luncheon on August 31st. He congratulated Diane Thibeault from Food Services who retired and received a plaque from the District. He thanked her for her many years of service to the Epping School District.

VII. NEXT MEETING: OCTOBER 1, 2009

October 15 : Regular meeting

October 29: Budget Workshop, 6 PM at the SAU

November 5: Regular meeting

November 12: Budget Work session, 6 PM at the SAU

November 19: Regular meeting

Mr. Mylott suggested sending a reminder of the 6 PM start before the work session meetings.

9: 04 PM: CONTINUATION OF DISCUSSION ABOUT TRANSPORTATION REQUEST

Ms. Munsey gave a synopsis of the former discussion for Mr. Dodge who was absent during that part of the meeting. Mr. Patton restated his previous argument about setting precedent and liability issues. Mr. Mylott restated his previous argument that there would be no additional cost/burden to taxpayers and then the policy could be amended if need be. Ms. Kimball could see it both ways also and asked what to do with children from Epping who attend other charter schools.

In full disclosure, Ms. Munsey said that her son graduated from GBECS and she is a resident of Exeter and she holds the school to high regard.

Ms. Munsey sensed and confirmed that the Board could not collectively approve of the charter school

student taking the SST bus. Mr. Mylott wanted it noted that he disagreed.

Ms. Munsey said that she received a letter from Seacoast Academy Charter School and that GBECS would also be sending a bill for \$3,000/student. Ms. Munsey talked with their Superintendent saying that even though they sent a bill does not mean Epping will pay it. Mr. Dodge noted that it was not included in the budget and said they would take it as it comes and deal with it.

VIII. PERSONNEL

A. SUPPORT STAFF LIST

Ms. Williamson provided a support staff list as of September 8, 2009 with the agenda.

IX. NON-PUBLIC SESSION: N/A

X. ADJOURNMENT

At 9:13 PM, Shawn Patton made a motion to adjourn. Dave Mylott seconded the motion. Motion passed 4:0. Roll Call.

Respectfully submitted,

Susan Perry,
Epping School Board Secretary

EPPING SCHOOL BOARD NONPUBLIC MINUTES
SEPTEMBER 17, 2009

At 6:30 pm Gregory Dodge made a motion to enter nonpublic session per RSA 91-A:3 II a and e, seconded by Dave Mylott. The Board entered nonpublic session with a 4-0 vote.

In attendance were School Board Members Gregory Dodge, Dave Mylott, Shawn Patton, and Sue Kimball, and Superintendent Barbara Munsey. The meeting was held in the Epping Town Hall. The Board reviewed sealed nonpublic minutes and discussed personnel and legal matters.

Dave Mylott made a motion to unseal the Minutes of August 20, 2009 to review, revise, and approve, seconded by Shawn Patton. The motion passed 4-0. Dave Mylott made a motion to approve the Minutes of August 20, 2009 as amended, seconded by Sue Kimball. Dave Mylott made a motion to seal the Minutes of August 20, 2009, seconded by Shawn Patton. The motion passed 4-0.

Gregory Dodge made a motion to exit nonpublic session, seconded by Dave Mylott. The motion passed 4-0.

By consensus the Board approved sending a letter to the individual requesting an update on an accident occurring on school grounds.

The Board entered the regular meeting scheduled for 7:00 pm.

Respectfully submitted,

Barbara D. Munsey