

APPROVED MEETING MINUTES

Thursday August 5, 2021

EPPING SCHOOL BOARD -Epping Town Hall/ Epping TV Channel 22/Zoom

7:00 pm

CALL TO ORDER

Chair Deborah Brooks called the meeting to order at 7:02 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, and Business Administrator Christine Vayda.

SCHEDULED GUESTS

a. Literacy Presentation - Heather Cantagallo, Krista Gulick

Principal Cantagallo went over the mid-year (Winter 2021) and end of year F&P data for K-5 students. The data shows the percentage of students above, at, or below level. She showed the span of availability for the different grade levels. This data includes almost every student. Next, they discussed the SAS Interim Fall 2020 ELA Data. This was measured in highly proficient, proficient, approaching, and below levels. They showed the SAS reading breakdown data. Heather asked what percentages they expect to see. They will get the Statewide averages this fall. Their findings were “the higher the grade level, the greater the ability and performance span”. They went over the steps they’ve taken this year such as literacy resources and classroom library expansions. They discussed their areas of focus for the 21-22 school year which include professional development, data informed decision making, assessment calibration, among others. They went into more detail on their professional development plans; teachers will be attending Heinemann workshops, and they’ll utilize a staff Google classroom. They discussed scheduling. They will also focus on best practices in literacy instruction. They discussed interventions. They will be reviewing entry and exit criteria for Title 1 and make sure students with greatest needs are being served. They mentioned that family and community support will be beneficial to the students. David is concerned about the F&P data percentages. There was a discussion about this. They will look at individual needs and assign them to certain FlexBlock sessions. This goes for all skill levels. Parent Amy Hodgdon applauded and commended their effort and plan for

literacy. Parent Michelle Mylott brought up middle school students and their literacy. Krista has a plan in place for the middle and high school grade levels as well. They have plans in place for this coming school year. The first couple of weeks of school will be an adjustment and screening period. Heather asked if there will be additional support for fourth and fifth grade students this year who were below average last year. They will utilize the resources they have to help as many students as possible. Principal Cantagallo is waiting to see if volunteers will be allowed in order to help with literacy.

b. 21-22 Substitute Handbook - Cathy Zylinski

The returning substitute training is coming up. There were 32 returning substitute teachers that were invited. Anyone in the public that is interested in becoming a substitute teacher can reach out to Ellen Needham.

Vice Chair David Mylott made a motion to approve the 21-22 Substitute Handbook. Seconded by Member Ben Leavitt. VOTE: 5-0. Motion carries.

c. 21-22 Staff Handbook - Bill Furbush

Superintendent Furbush said that they updated the calendar, policies, schedules, etc. Superintendent Goals will be added to the handbook once they are finalized.

Vice Chair David Mylott made a motion to approve the 21-22 Staff Handbook. Seconded by Member Heather Clark. VOTE: 5-0. Motion carries.

d. EES, EMHS Handbooks – Principals

Principal Cantagallo discussed the EES Handbook. The school day start and end times were adjusted for the elementary school. They updated the immunization information. They have a new procedure for drop off and pick up which should help to alleviate traffic on Main St. There was a discussion about the flow of traffic and this new procedure. Ben would like the link to the school calendar in the document. He pointed out a typo. He also asked how they will prevent people from taking the incorrect traffic route. The district will be getting signage. Principal Cantagallo will change the pickup time for elementary parents.

Parent Amy Hodgdon said that she is happy that they're prioritizing students taking the bus kids. She thinks that the pickup time for when elementary parents can line up should be even later.

Principal Ernest discussed the EMHS Handbook. Ben pointed out a couple school name typos in the handbook. Heather would like the school dates included in the handbook with a disclaimer to check the website to confirm the dates in case they were updated. Heather had additional corrections and questions that she pointed out and asked; she'll be sending her comments over to Principal Ernest and his team so they can address them. Heather and Deborah asked about the salutatorian and valedictorian versus Latin Honors situation. There was a short discussion about this. Robin reminded Susan about her Nature's Classroom donation. Additionally, she wants the School Board meeting dates to be included in the handbooks.

Member Heather Clark made a motion to approve the EMHS Handbook with changes. Seconded by Member Ben Leavitt. VOTE: 5-0. Motion carries.

e. Principal Updates

Principal Ernest gave an update on the projects that were done at the Middle High School this summer. Some of the staff offices have been moved around. They're working on transitioning into one joint school. They'll be updating the phone numbers, extensions, letterheads, etc. The staff will be attending Pinnacle for a staff retreat and team building exercises. He mentioned some of their new hires. He said that several students finished a math course this summer.

David asked what the next steps are for the transition in terms of communication. They will send out weekly communications. They're also working on school goals. They'll be rebranding and updating signage. Culture and Climate are their most important goal. PowerSchool will be open for parents and then for students by the end of next week. They will send out information via School Messenger.

Heather said that the Elementary School is working on literacy, social emotional learning, climate and culture, and developing their school goals. The Title 1 summer program ended, and there are still a couple days left of the Special Ed summer program.

POLICY

Superintendent Furbush thanked the community for their help and guidance with this policy. He went over some of the changes that were made. He specifically noted changes made to Section 4 Number 10. He clarified the district's goal. He also noted that the district recognizes that different circumstances will arise, so they wanted to provide flexibility in this policy. He thanked Robin and Cathy Zylinski for their work on this policy. David said that this is a decent policy that has everyone's best interests in mind. Heather agreed with David. There will definitely be training for staff this school year. The discussion about training will happen at the next Board meeting.

Parent Amy Hodgdon brought up locker rooms and wants to make sure that all students have private places to change if they're uncomfortable. Superintendent Furbush said that they will work with any student that has any concerns.

a. JBAB - Transgender and Gender Non-Conforming Students - 4th Read

Vice Chair David Mylott made a motion to approve Policy JBAB - Transgender and Gender Non-Conforming Students as written. Seconded by Member Heather Clark. VOTE: 5-0. Motion carries.

b. JBAB-R - Transgender and Gender Non-Conforming Procedures - 4th Read

Vice Chair David Mylott made a motion to approve Policy JBAB-R - Transgender and Gender Non-Conforming Procedures as written. Seconded by Member Heather Clark. VOTE: 5-0. Motion carries.

PERSONNEL

a. Resignation of Katie Closs

David doesn't want to accept the resignation since they don't have a replacement for her yet. Heather respectfully disagreed and said that Katie was offered the Assistant Principal position at Nashua North which is a great opportunity for her career.

Member Heather Clark made a motion to accept the resignation of Katie Closs with regret. Seconded by Member Robin O'Day. VOTE: 3-2. Motion carries.

SCHOOL ADMINISTRATOR REPORTS

a. Superintendent's Report

Superintendent Furbush mentioned the names of their new hires and said they have more interviews coming up. They finished interviewing for the assistant principal position. He said that the District Leadership Team Retreat (DLTR) was successful. He also said he enjoyed the Board retreat today as well. He is excited about the start of school coming up. The district will be sending out a letter soon with important information about the start of the school year. Heather thought the retreat was very useful. Deborah gave a big thank you to Moss for their lunch today.

FINANCIAL BUSINESS & DISTRICT SERVICES

a. Financial Report

Christine said that the DLTR and the Board Retreat were awesome.

She is still working on the year-end report. She is working with Bonnie and the auditors. She is also starting to think about the new budget process.

APPROVAL OF MINUTES

a. Public Minutes for July 15, 2021

Member Heather Clark made a motion to approve the Public Minutes from the July 15, 2021 meeting as written. Seconded by Member Ben Leavitt. VOTE: 4-0. Motion carries. Member Robin O'Day abstained.

b. Non-Public Minutes for July 15, 2021

Member Heather Clark made a motion to approve the Non-Public Minutes from the July 15, 2021 meeting as written. Seconded by Member Ben Leavitt. VOTE: 4-0. Motion carries. Member Robin O'Day abstained.

MANIFEST

a. Account Payable Manifest #2

Vice Chair David Mylott made a motion to approve Accounts Payable Manifest #2 dated 7/16/21 in the amount of \$384,444.26. Seconded by Member Heather Clark.

VOTE: 5-0. Motion carries.

b. Payroll Manifest #2

Member Heather Clark made a motion to approve Payroll Manifest #2 dated 7/23/21 in the amount of \$102,796.27. Seconded by Vice Chair David Mylott. VOTE:

5-0. Motion carries.

PUBLIC COMMENTS

John Scully asked if the Board cited any law that allowed them to require students and staff to wear masks. At the time that masks were required, the State was under an emergency order which gave them the power to do so. He asked about masks on the bus. Students will be required to wear masks while on the bus, and if they don't follow the rules, they risk losing their privilege to ride the bus. He also heard that Deerfield was interested in sending students to Epping. Deerfield is no longer considering Epping for this.

Parent Michelle Mylott asked if the school photographer will be going out to public bid after this contract is over. Superintendent Furbush thinks that they're already under contract for this year. She suggested going with local talent for next year, and she would like it addressed as many parents aren't happy with their children's pictures.

COMMENTS/OTHER

David thanked Superintendent Furbush and the Board for the retreat today. He thought it was a benefit. He wants to make sure that there is a strong communication plan in place for this school year with the school's transition.

Heather is looking forward to their field trip at their next meeting and a great in-person year.

Ben thanked Superintendent Furbush and other leadership staff for the retreat. He thanked everyone for coming out and voicing their opinions on the JBAB policy.

Deborah said that the elementary school is extremely clean and looks great.

Robin said that she has an SST meeting coming up and will get to tour the building.

NEXT MEETING TO BE SCHEDULED

a. August 26, 2021 - Regular School Board Meeting

NONPUBLIC SESSION: RSA 91-A:3, II

A Non-Public Meeting **is not scheduled** for August 5, 2021 following the public meeting.

ADJOURNMENT

**Vice Chair David Mylott made a motion to adjourn the meeting at 10:08 pm.
Seconded by Member Heather Clark. VOTE: 5-0. Motion carries.**

Respectfully submitted,

Dagny Wilkins

School Board Secretary