

## **APPROVED MEETING MINUTES**

**Thursday, January 6, 2022**

**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 7:00 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, Business Administrator Christine Vayda, Student Emily Kelly, and Student Nathan McTague.

### **SCHEDULED TOPICS**

a. Instructional Updates - Krista Gulick and Sarah Cantrell

#### *Instructional Practices with Ted Hall*

Krista and Sarah have worked with a consultant, Ted Hall, for the past several years now to improve their competency implementation and supervision and evaluation process. Krista said that Ted presented on the elements of effective instruction to the teachers. The teachers then had the opportunity to complete a survey to gauge their effectiveness, and this helped to identify areas for future professional development opportunities. She went through the different broad categories and the results from the survey. Overall, the teachers thought their learning environment domain was a strength, and they thought that they could improve on providing students with opportunities to set goals and reflect on their learning.

#### *Literacy*

Sarah discussed their work with literacy. They used a new universal screener, NWEA. Screening happened in September for grades 1-8. Kindergarten students took a dyslexia screener this fall, and any flagged students were reassessed in November. They also used an F&P Benchmark Assessment to determine students' independent and instructional level. Additionally, they took a deeper look at the data to help inform instruction, form smaller groups, and determine Title 1 eligibility. They adjusted the Title 1 referral process in order to reach the

students who need it the most. She went through some of their literacy best practices. She discussed the professional development that the teachers are receiving regarding literacy. They had a December Book Walk, and they are planning a school-wide literacy event for Read Across America Month. Looking ahead, they want to prioritize independent reading, guided reading, and small group literacy instruction.

Krista took a deeper dive into the data they received from the NWEA screener. All the grades were above average compared to the national average for their scores. She went through the fall 2021-2022 independent F&P reading levels for each grade level. Krista's big takeaway is that there was improvement to these scores compared to those at the end of last year. There has been good progress. David said that these still aren't good numbers. There was a conversation about these numbers. Heather is concerned that most grade levels have at least half of the students below average. There is a District Literacy Committee to address the fact that this isn't just an elementary school issue. Krista is trying to make sure teachers across all grade levels are involved. The students in ninth grade this year who scored below average in eighth grade are still being tracked and given additional assistance as needed. There is a system in place in order to support students and to determine when to reach out to families about the issue. Robin is concerned about the students who are three grade levels behind in literacy and how this affects their comprehension of other subjects. Krista addressed this concern. Krista and Sarah observe classes and offer suggestions for better instruction. Parent Amy Hodgdon suggested changing the grade level to expected graduation year in the data tables, so it's easier to interpret. She also asked what they're doing to challenge students who are above average. The students' independent reading is targeted to their skill level. They will consider it a success when 80% are at or above average. She thinks it will take a couple of years to accomplish this. They need a little more time in order to track trends. Heather discussed her concern for high school students that are struggling. When it comes to remediation, it's best to work in small groups, a max of four students. Superintendent Furbush said that this data is concerning to everyone. He is impressed with how they're approaching the issue. They are tracking each individual child's growth.

### *Universal Design for Learning*

Krista gave an update on their Universal Design for Learning. This is a professional development series. This is their second year participating in this series. There are 30 staff members on two teams. They are a Learning Hub. She discussed some of the highlights of UDL. It helps lower barriers to learning and gives students opportunities to access and express their learning. Pick and choose homework packets are an example of universal design. Ben asked about teacher knowledge regarding literacy. There are tons of programs out there. There are some teachers who have more experience. These teachers haven't been contacted yet to see if they're being utilized. They did a small learning walk where teachers were able to observe classroom sessions and learn from other teachers. Ben would like to see a comparison from this

year's data to the national average from this year when it's available. David complemented Sarah for her professionalism and passion for this topic. Heather thinks they're making great strides and thinks they have a great plan in place.

b. Epping Royals Cheer - Jodi Williamson

There are eleven girls on the Epping Royals Cheer team this winter season. Nine of the girls are from Epping. They are a non-profit group. They are looking for a fee waiver for their use of the facilities and a fee waiver for custodial services. They will need the space during the weekends when the custodial staff isn't there, so they were wondering if they could get a key in order to get in the building. They would clean up after themselves. The age range of the team is 10 through 14. They are a rec league. There is a fee to join the team that covers their uniform cost, competition costs, and insurance. They practice three times per week. They are currently practicing in Raymond. They currently practice on Saturdays for four hours, and around competitions, they practice up to six hours. In the fall, they would like to grow their program and include students K-8. They don't have a preference for which gym they practice in. Ben, Athletic Director, suggested the high school gym. It typically costs \$200 to use the facilities on a weekend day, and the custodial services price is \$25 per hour of cleaning. They would use the school's cheer mats. Raymond is not currently charging them for use of their facilities. There is a middle school cheer team this year. There is a policy that states if 80% of the organization are Epping students and if the organization is a non-profit then the fee can be waived if the Board wishes. Superintendent Furbush recommended having a custodian there for the last hour to check out the facility and make sure the area is properly cleaned. He isn't against giving out a key to them, but he doesn't think it's a sustainable option as more organizations may want one in the future. Emily suggested a security deposit model as an insurance policy. The team could give the school the \$25 custodial fee ahead of time and then if it's not needed, they could be refunded. The district should be able to find a custodian who would be able to unlock and lock the facilities for the team. David is concerned about wear and tear costs. Robin is concerned about security, and she would like the facilities to be supervised while they're there. Jodi said there are seven coaches for 11 girls, and siblings and parents aren't allowed at practices. They have used the facilities in the past and have a great track record.

**Member Heather Clark made a motion to waive the fee for the Epping Royals Cheer team with a stipulation for Jodi or another coach to meet with Joe Parzych to see what is needed in order to keep the facilities clean. If the custodial staff isn't satisfied with their cleaning, Epping Royals Cheer will be required to have supervision and pay the custodial fee. Seconded by Vice Chair David Mylott. VOTE: 5-0. Motion carries.**

Superintendent Furbush read the policy regarding outside organizations using the facilities. The Board discussed other outside organizations and their usage of custodial staff.

## POLICY

a. JICH - Drug Free Zone - Student Drug and Alcohol Use Prohibited - 2nd Read

**Vice Chair David Mylott made a motion to approve Policy JICH - Drug Free Zone - Student Drug and Alcohol Use Prohibited as presented. Seconded by Member Heather Clark. VOTE: 5-0. Motion carries.**

## PERSONNEL

a. Scott Lister - Retirement Letter

He is a month or two late submitting this intent to retire, based on the current contract, in terms of his eligibility to receive a stipend. David and Robin don't support this since it affects the budget. If the new contract passes and if he's denied tonight, he'll be able to resubmit his intent to retire and will receive the stipend. There was a conversation about this topic. If they deny the motion, he can still retire. Nathan thinks they should support Scott's decision since he has been a great teacher at the district for so long.

**Member Heather Clark made a motion to regretfully accept Scott Lister's intent to retire after the 2022-2023 school year without the \$10,000 retirement stipend. Seconded by Vice Chair David Mylott. VOTE: 5-0. Motion carries.**

There was a discussion about this motion and whether they should accept it or not.

b. Pat Weisberg - Retirement Letter

They will have a conversation with her about the stipend depending on whether the new proposed contract is accepted or rejected in March.

**Member Heather Clark made a motion to accept Pat Weisberg's intent to retire effective June 30, 2023 without the \$10,000 retirement stipend. Seconded by Member Ben Leavitt. VOTE: 5-0. Motion carries.**

c. Nomination of Sarah Campbell - Interim Digital Technology Specialist

There was a discussion about this position. It is a full-time position at the elementary school.

**Member Heather Clark made a motion to accept the nomination of Sarah Campbell as the Interim Digital Technology Specialist. Seconded by Vice Chair David Mylott. VOTE: 5-0. Motion carries.**

d. Nomination of Joy Page - Interim EES Assistant Principal

Joy doesn't have elementary school experience, but she is certified. Deborah was surprised that the Interim EES Principal didn't sit down and have a conversation with Joy. Deborah wishes that Joy had elementary school experience. There was a conversation about this and Joy's qualifications. A middle school parent is concerned that there will now be two long term substitute positions in 7<sup>th</sup> grade, but they fully support this opportunity for Joy. David also wishes that the Interim EES Principal sat down and met with Joy.

**Member Heather Clark made a motion to accept the nomination of Joy Page as the Interim EES Assistant Principal for the 2021-2022 school year. Seconded by Member Ben Leavitt. VOTE: 4-1. Motion carries.**

## **REPORTS**

a. Student Reports

Emily and Nathan went through what the different classes are working on. Auditions for Beauty and the Beast Junior are coming up for students in sixth through twelfth grade. This will be a musical. Students in sixth through eighth grade participated in a winter carnival before break. Mr. Nekton is looking for students to go on a skiing/snowboarding field trip. The Unified Basketball team won their game tonight. Students are working with the administrative team to find a new bell system that isn't as loud. They're going to perform a test for the bell options and have the students vote on which one is their favorite. Students are also struggling with staffing issues. A lot of staff members are out with COVID, and it's starting to affect students' learning. Some students aren't properly wearing their mask even after being disciplined. Students may receive detention or lose their phone if they don't properly wear their masks. When teachers are out, they receive videos to watch or worksheets to complete. David thanked them for their thorough reports and for being active members of the meeting. Ben asked about the Blueprint. It is still around and has recently gotten a facelift. The link to it will be added to the end of the principal report and will be sent to the Board.

b. Principal Reports

*Middle High School*

Principal Adams said that they will get some middle school students who will be Junior Student Representatives to report on what is going on in the middle school. Principal Gualtieri discussed the Winter Carnival and said it was a great event. She discussed some of the activities that they did. Next year, they will do it for all grades 6-12. The EMS Student Government was involved with 68 Hours of Hunger and Toys for Tots fundraising. They collected and donated over 500 food items and over 50 toys. Principal Adams and Ben Bourgoin nominated two

students, Jade Gagnon and Mikey Picard, for the William Loeb Athlete Scholar Award. The Loving Family donated gingerbread cookies for the sophomore and senior classes to decorate. The chorus students caroled throughout the middle and high school, and they also made a stop at the elementary school. Principal Gualtieri said that Ms. Ross is doing a great job with the chorus students. They also gave a shout-out to the school nurses for their hard work.

### *Elementary School*

Principal Murphy thanked everyone for supporting her in her new position. They are working on welcoming students back from break and reminding them of the rules. She is looking forward to this year.

### c. Superintendent's Report

Superintendent Furbush said that they will be advertising the principal positions soon. There will be committees for both positions. They would like to have nominees for these positions by March. There will not be remote days for every snow day. Superintendent Furbush discussed the potential snow day that may happen tomorrow. The snow is coming between 7-10 am which puts him in a difficult spot for deciding. He will decide early tomorrow morning. They are not prepared for a remote learning day tomorrow if it is a snow day. They are fine tuning their expectations with remote learning days and want to make sure they have time to communicate them with students, parents, and families. They will be ready for the next storm. Principal Adams briefly discussed the Latin Honors update. Heather thanked Principal Gualtieri for revoking privileges during the ice storm. She said lots of parents were really happy about it.

## **FINANCIAL BUSINESS & DISTRICT SERVICES**

### a. Default Budget and Warrant Articles Draft for Approval

The Budget Committee was concerned about the fiscal dates on the CBA. They have been updated to reflect the correct years. The other concern was about Article 2 regarding the operational budget. She discussed this concern. She also discussed stipends and the costs associated with them. Deborah was concerned about all the errors in the CBA. The document with the corrections will be sent over to the Budget Committee again. Christine also included a projection of the tax rate. She went through the numbers.

**Member Heather Clark made a motion to accept the grand total for the warrant at \$21,687,345 and the default budget at \$20,738,664. Seconded by Vice Chair David Mylott. VOTE: 5-0. Motion carries.**

### **APPROVAL OF MINUTES**

a. Public Minutes of December 16, 2021

**Member Heather Clark made a motion to accept the Public Minutes from the December 16, 2021 meeting as written. Seconded by Vice Chair David Mylott. VOTE: 5-0. Motion carries.**

### **MANIFEST**

a. Payroll deposited December 24, 2021

**Member Heather Clark made a motion to accept the Payroll Deposit dated December 24, 2021 in the amount of \$279,040.53. Seconded by Vice Chair David Mylott. VOTE: 5-0. Motion carries.**

b. Accounts Payable deposited December 17, 2021

**Member Heather Clark made a motion to accept the Accounts Payable dated December 17, 2021 in the amount of \$392,376.21. Seconded by Vice Chair David Mylott. VOTE: 5-0. Motion carries.**

### **PUBLIC COMMENTS**

None

### **BOARD COMMENTS/OTHER**

Heather thanked the engineering class for making ornaments for the teachers.

Ben said that the Elementary PTO is looking for more volunteers for the snack cart. He also said that the Budget Committee is excited that the Board approved doing the Advisory Committee. He also said that there are some fundraisers coming up.

**NEXT MEETING TO BE SCHEDULED**

a. January 20, 2022 - Regular School Board Meeting.

**NONPUBLIC SESSION**

RSA 91-A:3, II (a) Non-Public Meeting **is scheduled** for January 6, 2022 following the public meeting.

**ADJOURNMENT**

**A motion was made to enter a Non-Public Meeting and to adjourn the meeting thereafter at 10:51 pm. VOTE: 5-0. Motion carries.**

Respectfully submitted,

Dagny Wilkins

School Board Secretary