

APPROVED MEETING MINUTES
Thursday, June 15, 2023, 7:00 PM
EPPING SCHOOL BOARD
Epping Town Hall/Epping TV Channel 22/Zoom

PUBLIC HEARING

Heather gave details about two donations for food services unpaid lunch balances and USDA food service revenue for shortage supplies. The amounts are \$9,000 and \$11,013.72, respectively.

Vice Chair Ben Leavitt made a motion to accept the anonymous donations for food services unpaid lunch balances and USDA food service revenue for shortage supplies totaling \$20,013.72. Seconded by Member Jen Jacoby. VOTE: 5-0. Motion carries.

Superintendent Furbush commented that this is the second time they have received such a generous donation in the past two years. He said he is always moved by the generosity and support of the community.

CALL TO ORDER

Chair Heather Clark called the meeting to order at 7:02 pm with the pledge of allegiance.

In attendance: Chair Heather Clark, Vice Chair Ben Leavitt, Member Julie Knight, Member Jen Jacoby, Member Robin O'Day, Superintendent Furbush, and Business Administrator Christine Vayda.

PUBLIC COMMENTS

None

SCHEDULED TOPICS

a. Spring Sports Review and Upcoming Projects for 23-24 SY, Athletic Director Ben Bourgoin

Ben gave an overview of spring sports participation. He mentioned that five student-athletes were recognized for on-field performance. He noted that there were three concussions treated over the course of the spring season, one long term injury, and no injuries requiring emergency care. Ben also mentioned that there were no ejections of players, fans, or coaches during the spring. He noted that for the fall/winter, the school ranked 15th out of 27 schools in terms of sportsmanship. He spoke about each team and gave some highlights of the season. He gave an overview of the sports teams that will be offered in the fall and also talked about the current openings for coaching positions. Robin asked if there had been a decline in student participation compared to last year. Ben said that at the high school level the numbers were very similar, but that there was a slight decline in middle school participation. Robin also asked how the sign-up process would work with school being out. Ben explained that the new

system is all online and everyone will be notified via ParentSquare when sign-ups are open. The Board thanked Ben for all that he has done for the schools and the students. Superintendent Furbush also thanked Ben for always doing what it took to get things done for the students.

b. Strategic Plan Update, Superintendent Bill Furbush

Superintendent Furbush spoke about the importance of including definitions, explanations, and timelines in the strategic plan. He gave a brief overview of the progress that has been made thus far. He also spoke about how there is now a focus on relating the plan to student achievement, and how the plan will be progressed further during the Board retreat. There was a brief discussion about standardized test scores at the national and local level.

POLICY

a. DAF - Administration of Federal Grant Funds, 3rd/4th Read

Superintendent Furbush noted that the formatting was updated. Robin clarified that the policy was full of errors when it was given to them, and that the grammar and formatting issues were not the fault of any staff members. Jen noted that there were still some minor inconsistencies in the formatting of the headings that need to be fixed.

Member Robin O’Day made a motion to accept Policy DAF - Administration of Federal Grant Funds. Seconded by Vice Chair Ben Leavitt. VOTE: 5-0. Motion carries.

b. DAF-P - Employee Time and Effort Reporting, 3rd/4th Read

Member Robin O’Day made a motion to accept Policy DAF-P - Employee Time and Effort Reporting. Seconded by Vice Chair Ben Leavitt. VOTE: 5-0. Motion carries.

Heather asked if this was a new policy or if it was replacing an old one. Christine confirmed that this is a new policy.

c. ILD - Non-Educational Non-Academic Questionnaires, Surveys, and Research, 2nd/3rd Read

Heather mentioned that since this policy replaces an older one, there needs to be a note referring to the previous policy title.

Member Robin O’Day made a motion to accept Policy ILD - Non-Educational Non-Academic Questionnaires, Surveys, and Research. Seconded by Vice Chair Ben Leavitt. VOTE: 5-0. Motion carries.

- d. ILDA - Student Questionnaires, Surveys, and Research, 2nd/3rd Read
This policy will be replaced by the updated Policy ILD.

Member Robin O’Day made a motion to withdraw Policy ILDA - Student Questionnaires, Surveys, and Research. Seconded by Vice Chair Ben Leavitt. VOTE: 5-0. Motion carries.

PERSONNEL

- a. Resignation of EES Grade 3 Teacher Samantha Welch
Superintendent Furbush wished Samantha all the best going forward.

Vice Chair Ben Leavitt made a motion to accept the resignation of EES Grade 3 Teacher Samantha Welch with regret. Seconded by Member Robin O’Day. VOTE: 5-0. Motion carries.

Julie asked if the timelines for resignation outlined in the contract were being followed. Superintendent Furbush said that the timelines are being followed. There was further discussion about the resignation timelines.

- b. Resignation of EES Grade 2 Teacher Rebekah Hicks
Superintendent Furbush wished Ms. Hicks the best in all her future endeavors.

Member Robin O’Day made a motion to accept the resignation of EES Grade 2 Teacher Rebekah Hicks with regret. Seconded by Vice Chair Ben Leavitt. VOTE: 5-0. Motion carries.

- c. Resignation of EMHS Social Studies Teacher Mark MacDonald
Superintendent Furbush wished Mr. MacDonald the best in all his future endeavors.

Vice Chair Ben Leavitt made a motion to accept the resignation of EMHS Social Studies Teacher Mark MacDonald with regret. Seconded by Member Robin O’Day. VOTE: 5-0. Motion carries.

d. Resignation of EMHS Athletic Director Ben Bourgoin

Superintendent Furbush spoke about Mr. Bourgoin's dedication and willingness to do anything for the students. He wished him the best going forward.

Vice Chair Ben Leavitt made a motion to accept the resignation of EMHS Athletic Director Ben Bourgoin with extreme regret. Seconded by Member Robin O'Day. VOTE: 5-0. Motion carries.

Jen asked if the resignation letters should have the date they were received printed on them. Superintendent Furbush said that they will be added if they are currently missing. There was a discussion about what would happen if the Board were to not pass a resignation.

REPORTS

a. Student Reports

None

b. Principal Reports

None

c. Superintendent Reports

Superintendent Furbush spoke about the positive energy surrounding the end-of-year activities. He also said great things are happening by growing the relationships with multiple community groups. He reflected on how amazing the year has been and how impactful those relationships continue to be.

FINANCIAL BUSINESS & DISTRICT SERVICES

a. Facilities Plan 2022-23 Approval

Heather asked if this item should have been discussed earlier in the year since we are now near the end of fiscal year 2022. Christine explained that this plan is a new requirement and coincides with the recently submitted 2022-2023 survey. The 2023-2024 plan should be reviewed sometime around October.

Member Robin O'Day made a motion to approve the Facilities Plan for Fiscal Year 2022-2023. Seconded by Vice Chair Ben Leavitt. VOTE: 5-0. Motion carries.

b. Removal of Oil from EES

Christine reminded everyone about the removal of the current oil tank at the elementary school. She explained the different difficulties presented by the possibilities for using the

remaining oil. She explained that they went through the Request-For-Quote process and the one oil company, Calkins, who responded offered to buy back the oil for a price of \$1.00 per gallon.

Vice Chair Ben Leavitt made a motion to accept the proposal from Calkins to remove and clean up the remaining oil in the EES tank. Seconded by Member Robin O'Day. VOTE: 5-0. Motion carries.

c. Oil and Propane Rates for 2023-24

Christine explained the current contract and prices. Currently, propane is \$1.399 and oil is \$3.94. She discussed the proposals received for a new contract. The proposal from Palmer has costs of \$1.699 for propane and \$3.09 for oil. The proposal from Dead River has costs of \$1.45 for propane and \$2.795 for oil. Both proposals will lock-in these rates for one year. Christine explained that since the boilers will be switched to propane, she believes the lesser propane cost will be more beneficial.

There was a discussion about the two proposals and the amount of propane and oil that is typically used.

Vice Chair Ben Leavitt made a motion to accept the propane rate of \$1.45 and the oil rate of \$2.795 from Dead River for the 2023-2024 fiscal year. Seconded by Member Jen Jacoby. VOTE: 5-0. Motion carries.

APPROVAL OF MINUTES

a. Non-Public Meeting Minutes June 1, 2023

Member Julie Knight made a motion to approve the Non-Public Minutes of the June 1, 2023 meeting as presented. Seconded by Vice Chair Ben Leavitt. VOTE: 5-0. Motion carries.

b. Public Meeting Minutes June 1, 2023

Member Julie Knight made a motion to approve the Public Minutes of the June 1, 2023 meeting. Seconded by Vice Chair Ben Leavitt. VOTE: 5-0. Motion carries.

MANIFEST

Heather asked if there was a typo on the first one or if the date was actually supposed to be January. Christine explained the process with approving manifests and said the January date is correct.

a. Accounts Payable deposited on January 27th, 2023

Member Robin O'Day made a motion to accept Accounts Payable deposited on January 27, 2023 in the amount of \$12,999.31 . Seconded by Vice Chair Ben Leavitt. VOTE: 5-0. Motion carries.

b. Accounts Payable deposited on May 19th, 2023

Member Robin O'Day made a motion to accept Accounts Payable deposited on May 19, 2023 in the amount of \$227,637.14 . Seconded by Vice Chair Ben Leavitt. VOTE: 5-0. Motion carries.

c. Payroll deposited on April 7th, 2023

Member Robin O'Day made a motion to accept Payroll deposited on April 7, 2023 in the amount of \$526,092.35. Seconded by Vice Chair Ben Leavitt. VOTE: 5-0. Motion carries.

d. Payroll deposited on April 28th, 2023

Member Robin O'Day made a motion to accept Payroll deposited on April 28, 2023 in the amount of \$236.83. Seconded by Vice Chair Ben Leavitt. VOTE: 5-0. Motion carries.

e. Payroll deposited on May 12th, 2023

Member Robin O'Day made a motion to accept Payroll deposited on May 12, 2023 in the amount of \$573,703.96. Seconded by Vice Chair Ben Leavitt. VOTE: 5-0. Motion carries.

f. Payroll deposited on May 26th, 2023.

Member Robin O'Day made a motion to accept Payroll deposited May 26, 2023 in the amount of \$376,592.77. Seconded by Vice Chair Ben Leavitt. VOTE: 5-0. Motion carries.

Heather asked if there was a way to change the process so that way there are no manifests missed. Christine said they are usually checked to make sure they've been signed by everyone and reminders should be getting sent as needed.

BOARD COMMENTS/OTHER

Jen said she thought graduation was very nice, and it was nice to see everyone there. She asked if there was any update on the work being done for grading and reporting. Superintendent Furbush said that work is ongoing, and a presentation can be scheduled at a future meeting for the team to provide more details.

Ben congratulated the PTO for a successful Ice Cream Social. He said there was a good turnout despite the bad weather. He also agreed that graduation was a wonderful event.

Robin wished everyone a great summer. She also said that graduation was great. She also said her husband wanted to thank everyone for welcoming him as a new substitute this year and for treating him with kindness and respect.

Julie said the end of the year has been a whirlwind for parents with all of the different events. She said both graduation and the eighth grade celebration were wonderful events, and she was pleased to see so many teachers in attendance.

Superintendent Furbush reminded everyone of the end-of-year cookout and gave some schedule updates. He also mentioned that Mr. Mazzone was duct taped to the wall today as a fun end-of-year event.

Christine said that graduation was great, and it was nice to see some teachers who no longer work in Epping in attendance for their former students.

Heather said Project Grad was a lot of fun, and there were tons of great activities. There were raffles, a trip to Hampton Beach, a trip to Hilltop Fun Center, and more. The students in attendance were escorted through town on a bus led by police cars and fire trucks. Heather also said that graduation was great, and she hopes everyone has a wonderful summer.

NEXT MEETING TO BE SCHEDULED

a. July 6, 2023 manifest only meeting

NONPUBLIC SESSION: RSA 91-A:3, II Non-Public Meeting **is scheduled** for June 15, 2023 after the public meeting.

ADJOURNMENT

A motion was made to enter a non-public meeting and to adjourn thereafter at 8:24 pm. VOTE: 5-0. Motion carries.

Respectfully submitted,

Dagny Wilkins

School Board Secretary