

APPROVED MEETING MINUTES
Thursday, August 3, 2023, 7:00 PM
EPPING SCHOOL BOARD
Epping Town Hall/Epping TV Channel 22/Zoom

CALL TO ORDER

Chair Heather Clark called the meeting to order at 7:00 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. Maelie McAniff - EMHS Student - Wins National Essay

Maelie shared a speech that she presented at the National Educators Rising Conference. The speech focused on her career goals and the impact that Ryan O'Day and the SST program had on her aspirations. The Board shared their pride and commented on how well-written and heartwarming the speech was. Jen asked Maelie to walk them through the process of how she was selected as the national winner. She explained that there was a five day conference with people from across the country, and on the last day, there was an awards ceremony. There was a discussion about the conference and the importance of sending a message to educators about how inspiring they can be.

b. Substitute Handbook - Cathy Zylinski

Cathy gave an overview of the few changes that were made to the handbook. She spoke in more detail about the proposed increase to substitute teacher and office staff pay. The new rate would be \$115 per day for substitute teachers and \$100 per day for substitute office staff. Superintendent Furbush noted that current daily pay rates are \$110 for substitute teachers and \$95 for substitute office staff. Heather asked about the rates of other nearby districts. Cathy listed some other rates and noted that by offering more than surrounding districts they hope to attract more substitutes. Heather mentioned that substituting is a great way for parents to get involved and see how the schools operate. Jen also added that it is also a great opportunity for college students to get involved as well. Heather asked if payment by paper checks was still allowed or if direct deposit was required. Christine said that they encourage direct deposit but can't make it a requirement. Heather also asked Cathy to double check that the email address listed in the handbook for the Substitute Coordinator is correct.

Member Robin O’Day made a motion to accept the pay rate of \$115 for substitute teachers and \$100 for substitute office staff. Seconded by Vice Chair Ben Leavitt. VOTE: 5-0. Motion carries.

Member Julie Knight made a motion to accept the Substitute Staff District Handbook for the 2023-2024 year with the changes as noted. Seconded by Vice Chair Ben Leavitt. VOTE: 5-0. Motion carries.

c. Raymond/Sanborn/Epping Ice Hockey

Superintendent Furbush explained the request from Raymond to become a part of the current Sanborn-Epping ice hockey team. He mentioned that the program has had low numbers, and all of the athletic directors are excited for the opportunity. Heather asked if this would impact what is currently being paid. Superintendent Furbush explained that the cost is associated with the number of students participating and school size so as long as Epping does not see a large rise in student participation the cost will remain about the same.

Member Robin O’Day made a motion to accept Raymond’s request to join the Sanborn-Epping-Raymond Boys Cooperative Ice Hockey team. Seconded by Vice Chair Ben Leavitt. VOTE: 5-0. Motion carries.

Heather noted that any girls wishing to play on this team are also allowed to do so.

POLICY

a. Policy EFAA - School Lunch Program Meal Charges - 1st Read

Superintendent Furbush explained that this is a new policy, and its purpose is to update the way that student meal accounts are managed. It provides details for how situations will be handled including low balances, negative balances, etc. Superintendent Furbush explained that when there are negative balances, they will continue to work with the families to help them and also resolve the debt. Ben suggested including an application for free and reduced lunch and an explanation of the new income levels that qualify for the program with the notices that are sent home when a student meal account reaches a negative balance of \$20. There was a discussion regarding the eligibility requirements for a family to qualify for free and reduced lunch and the different options for distributing an application form. Ben also asked if the current practice was to send home a physical notice. Moss said that the current practice is to send a paper notice, and he also has the email addresses and phone numbers of the parents. Heather asked if there is any scenario where a student would not be allowed to purchase a meal. Moss said that a meal will always be provided, and the exclusions talked about in the policy are for the extra food items not included with a meal. There was a discussion about grammar and the wording of the policy. Julie asked if a student would be allowed to buy milk if they had a negative balance and brought lunch from home. Moss said that since the milk is being purchased separately from the meal they

would not be allowed to buy it. Julie stated that she feels students should be allowed to purchase milk under any circumstances. Superintendent Furbush spoke about how the negative lunch balance is usually around \$8,000 at the end of the year. He cautioned that making exceptions and allowing certain items to be purchased when balances are negative may make this balance larger. There was further discussion about the policy and different scenarios that may happen. This policy was moved to a 2nd/3rd read.

b. Policy EF - Food Service Management - 1st Read

Superintendent Furbush explained this is not a new policy and outlined the few changes made to it. There was a discussion about the wording used and inconsistencies between Policies EFAA and EF. This policy was moved to a 2nd/3rd read.

c. Policy EFE - Vending Machines - 1st Read

Superintendent Furbush explained that this policy clears up who is responsible for each vending machine and outlines the rules for operating them. There was a discussion about when vending machines can be used during the school day and who owns the machines. Jen asked if the Food & Nutrition Services machines are able to be used during lunch. Moss said they are operational during lunch. Jen also asked if sports teams are able to use vending machines after school hours. Moss said yes there are vending machines that are operational for a period of time after school hours. This policy was moved to a 2nd/3rd read.

d. Policy JLCF - Wellness - 1st Read

Superintendent Furbush explained that the majority of the changes were to update the policy. He clarified that in the fundraising section, the policy mentions a limit of nine events per site during school hours; however, this limit only applies to fundraising related events. Events such as ice cream parties at the end of the year would not count as part of these nine events. He mentioned the idea of having one event a month to celebrate all of the birthdays in that month in an effort to limit the amount of unhealthy snacks and disruptions. Heather would prefer not to limit celebrations to one day. Julie said she would like whatever is decided to be consistent across all grade levels. Ben would like to limit them in order to cut down on disruptions. Jen said that she would like every student to be recognized on their birthday and suggested singing happy birthday or allowing the student to wear a pin on their special day but to celebrate with food every month or every six weeks to still cut down on distractions. Heather thinks that this should be decided by the Administrative team and the Parent Advisory Group. She loved Jen's idea and said that the most important part is to make sure the student is recognized and celebrated on their birthday. Superintendent Furbush will continue this conversation with the team. Ben asked about the food purchasing for the PTO and if it will be impacted by these changes. It is a cooperative program, so it shouldn't be impacted. Christine mentioned that EES qualified for the fresh fruits and veggies program. Moss explained they will receive approximately \$23,000 from the State to be used to serve fruits and vegetables as snacks during the day.

PERSONNEL

a. Nomination of EMHS Athletic Director, Chris Goldsack

b. Nomination of EMHS Special Education Teacher, Elyse Nyhan

Robin asked if Chris Goldsack is the current boys basketball coach and if that would continue. Superintendent Furbush said that he is, and they have not discussed if he will continue coaching yet.

Member Jen Jacoby made a motion to accept the above nominations. Seconded by Vice Chair Ben Leavitt. VOTE: 5-0. Motion carries.

c. Resignation of EMHS ELA Teacher Daphne Chevalier

Chair Heather Clark made a motion to accept the resignation of EMHS ELA Teacher Daphne Chevalier with regret. Seconded by Member Jen Jacoby. VOTE: 5-0. Motion carries.

d. Retirement of EMHS Tech Ed Teacher Scott Lister 23/24

e. Retirement of EMSH Language Arts Teacher Pat Weisberg 23/24

Member Robin O'Day made a motion to accept the above planned retirements. Seconded by Vice Chair Ben Leavitt. VOTE: 5-0. Motion carries.

REPORTS

a. Student Reports

None

b. Principal Reports

None

c. Superintendent Reports

Superintendent Furbush gave an update regarding Fremont. He said they had very few clarifying questions about the proposal submitted by Epping. They are in the process of reviewing all of the proposals and will be doing a site visit in September. Heather clarified that the intent is for Fremont to have a decision by the end of the year so that this could be put on the ballot and voted on. He also noted that they have been interviewing for the Technology Director position but unfortunately did not find a good fit. He mentioned the possibility of outsourcing the position to a company that can handle things remotely. He listed some pros of outsourcing including advanced cybersecurity and hardware/network support. If they are unable to find

suitable candidates during the next round of interviews, this may be the best option. Heather asked what the length of the contract would be for outsourcing. Superintendent Furbush said it would be a five year contract. Heather would like to also look at other companies who offer similar services. She asked if this switch would overload the rest of the team who has to handle the physical work. Superintendent Furbush said that would need to be discussed more with the current team. There was a discussion about the different pros and cons of the option. There was also a discussion about other open positions and the potential use of contracted services.

FINANCIAL BUSINESS & DISTRICT SERVICES

a. Audit Update

Christine gave updates on some of the numbers from the audit. She said food services had an increase in revenue of about \$9,000. She also said there is currently \$105,000 remaining in ESSER funds. Julie asked what the remaining ESSER funds will be used for. Christine said the remaining categories with money left for spending are staff appreciation and professional development. She also mentioned that the fund retainage amount discussed at the last meeting would be approximately \$391,000.

APPROVAL OF MINUTES

a. Public Meeting Minutes July 20, 2023

Vice Chair Ben Leavitt made a motion to approve the Public Minutes of the July 20, 2023 meeting as written. Seconded by Member Julie Knight. VOTE: 4-0-1. Motion carries.

b. Non-Public Meeting Minutes July 20, 2023

Member Julie Knight made a motion to approve the Non-Public Minutes of the July 20, 2023 meeting as written. Seconded by Member Robin O'Day. VOTE: 4-0-1. Motion carries.

MANIFEST

a. Accounts Payable deposited on July 7, 2023

Member Julie Knight made a motion to accept Accounts Payable deposited on July 7, 2023 in the amount of \$1,065,510.59 . Seconded by Vice Chair Ben Leavitt. VOTE: 5-0. Motion carries.

b. Payroll deposited on July 7th, 2023

Member Julie Knight made a motion to accept Payroll deposited on July 7, 2023 in the amount of \$209,155.01. Seconded by Vice Chair Ben Leavitt. VOTE: 5-0. Motion carries.

c. Payroll deposited on July 21st, 2023

Vice Chair Ben Leavitt made a motion to accept Payroll deposited on July 21, 2023 in the amount of \$222,064.04. Seconded by Member Julie Knight. VOTE: 5-0. Motion carries.

BOARD COMMENTS/OTHER

Jen wished Daphne Chevalier the best of luck in her new endeavors and wished her well. She also thanked everyone for the effort put into the School Board retreat. She also mentioned the topic of grading and reporting which she discussed at the retreat and said she expects to be getting some updates soon.

Ben thanked everyone for the effort put into the retreat and felt it was a productive session.

Julie asked if the vestibule project was complete. Christine said that the project has been completed. Julie also asked if anything had happened with the water issues. Christine explained that they are still in the testing phase required by the state. Superintendent Furbush also added that they changed some fixtures which improved the numbers. He also reiterated that the reason for this happening was the standards set have become more stringent. Julie also asked about additional water bottle filling stations. Superintendent Furbush said that due to the narrow halls and need for plumbing access makes finding locations for these stations difficult.

Robin said she also enjoyed the Board retreat and getting to collaborate with the administrators. She also mentioned the upcoming “Hedding Days” event.

Superintendent Furbush said he thought the retreats continue to get better and better, and he thanked Burley Farms for their generosity.

Christine echoed the Boards’ comments regarding the retreat. She also gave a shout out to the Facilities team for their work at the middle school. She also mentioned the boiler project is almost wrapped up. She thanked everyone involved in the project.

Heather thanked everyone who participated in the retreat and hopes in the future they can set the date earlier in order to allow more people to attend. She mentioned school starts on August 29th. The walkthrough will be on August 24th.

Julie asked how a student who has never taken the bus before can get a bus stop at their house. Superintendent Furbush said to contact the bus company, and they can work to add it to their bus route.

NEXT MEETING TO BE SCHEDULED

a. August 17, 2023

NONPUBLIC SESSION: RSA 91-A:3, II Non-Public Meeting **is not scheduled** for August 3, 2023 after the public meeting.

ADJOURNMENT

A motion was made to adjourn at 9:27 pm. VOTE: 5-0. Motion carries.

Respectfully submitted,

Dagny Wilkins

School Board Secretary