

APPROVED MEETING MINUTES
Thursday, January 5, 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 Robin O'Day, Member Julie Knight, Member Jen Jacoby, Superintendent Furbush, Business Administrator Christine Vayda, Student Carly Sanborn, and Student Jacob Twombly.

PUBLIC COMMENTS

None

SCHEDULED TOPICS

a. Copier BID Results Tom Rup and Christine Vayda

Tom and Christine spoke about the current 3-year contract and how it is expiring this year. The decision was made to go through the bidding process to evaluate other options. A total of five bids were submitted. The two companies that came out of the process are PIF Technologies and Connected Office Technologies. Both bids came back at \$36,000/year and included unlimited print and copy. The major difference between the two is the inclusion of a one-year, one-time \$20,000 grant in the Connected Office Technologies bid. There was some discussion about talking to other departments (Fire Dept, Police Dept, etc.) to see if their contracts were expiring and if they wanted to join in this new contract. There was some general discussion about the pros and cons of each proposal.

Vice Chair Ben Leavitt made a motion to approve the contract with PIF Technologies/Ricoh for five years. Seconded by Member Julie Knight. VOTE: 5-0. Motion carries.

b. Facilities Boiler Updates (Tom and Joe from EMC) and Joe Parzych

Tom and Joe spoke about the existing conditions for the facilities' boilers and also the scope of the project. They went over the two options, a full conversion to propane boilers or repurposing the current oil fired boiler and installing new propane boilers. Bids for the complete conversion to propane ranged from approximately \$286,000 to \$436,000. Bids for the repurposing option ranged from approximately \$278,000 to \$435,000. The project would take approximately one month to complete, and the payback for the project would take approximately 7 years. This project combined with the lighting project will generate about \$100,000 in energy savings per year. The full conversion to propane is the preferred option. There was some general discussion about the logistics of the conversion and about the efficiency of the new boilers.

Member Robin O'Day made a motion to accept the bid from MB Mechanical in the amount of \$286,750.00 for the LP conversion only project. The project will be funded by the Capital Reserve account. If additional funding is not approved, the payment method will be revisited. Seconded by Member Jen Jacoby. VOTE: 5-0. Motion carries.

POLICY

a. IHBG - Home Education Instruction - 2nd/3rd Read

Vice Chair Ben Leavitt made a motion to accept Policy IHBG - Home Education Instruction as presented. Seconded by Member Robin O'Day. VOTE: 5-0. Motion carries.

b. DFA - Investment - 2nd/3rd Read

Vice Chair Ben Leavitt made a motion to approve Policy DFA - Investment as presented. Seconded by Member Julie Knight. VOTE: 5-0. Motion carries.

c. JCA - Change of Class or School Assignment Best Interest and Manifest Hardship - 1st Read
Superintendent Furbush explained that policy JCA would replace current policy JEC; the purpose of this policy is to help clarify the distinction of a "best interest" versus "hardship" scenario. The policy also outlines the responsibilities of the District in each case. One of the major changes to the policy is the ability for the Superintendent to determine what is considered a "best interest" scenario. There was some concern that the policy language was confusing and did not reflect what choices are actually available in the District. This policy was moved to a second/third read.

PERSONNEL

a. Resignation of EES Digital Learning Specialist - David Palange

b. Nomination of EMHS Library Media Specialist - David Palange

Member Robin O'Day made a motion to accept the resignation of David Palange as EES Digital Learning Specialist and the nomination of David Palange as EMHS Library Media Specialist. Seconded by Vice Chair Ben Leavitt. VOTE: 5-0. Motion carries.

REPORTS

a. Student Reports

Carly and Jacob discussed what the different classes have been working on. Both the Boys and Girls JV and Varsity Basketball teams have had games recently. Some Student Leadership Council (SLC) members went to Newmarket to develop a plan for "Rivalry Week". The Girls Varsity game will be on January 24th at home, and the Boys Varsity game will be on January 25th in Newmarket. This will give both schools the ability to have Spirit Week before

the games. Indoor Track had a meet at the UNH Field House. The Sanborn-Epping Hockey team recently had a game. Unified Basketball recently played their first game of the season.

Carly asked if anything was in place to help the two math teachers at the High School. She noted that with each of them having to pick up extra classes they seem very stressed. Superintendent Furbush stated that they did try to hire a replacement, but it unfortunately did not work out. Principal Mazzone spoke more about this and explained that the load has been spread across four teachers to try to ease the stress. He also noted that the teachers are being compensated for this extra work, and he hopes to find someone qualified to fill the vacant position.

Julie asked about midterms and how much they are worth in class. Carly spoke about how they are worth the same as a summative but typically cover everything that has been taught up to that point. Principal Mazzone agreed with this point, and it was also discussed that midterms and finals help to prepare students for college. Julie asked if it was consistent across all classes to have midterms and finals. Principal Mazzone said that currently it is not consistent and that there is work to do to improve the current practices.

b. Principal Reports

Principal Mazzone spoke briefly about the goals set earlier on in the year; progress is being made on all goals. For the “Portrait of a Graduate” goal, students at EMHS are currently working on reflection pieces of their work-study practices. One thing they were able to add this year is that the work-study practices curriculum is now a requirement to obtain the half credit of career development that is needed to graduate. Each month they work on two specific work-study practices. In December, one of the practices was adaptability. Teachers were asked to pick a student who embodied the practice of adaptability and write a hand-written postcard to that student. For the “Culture and Climate” goal, the faculty has worked really hard to implement the one or two positive action lessons per week. There were some initial challenges, but they were able to work together as a group to resolve them. The Parent Advisory Council took place, and Principal Mazzone said it was well-attended and a great event.

Julie asked about the wording in the meeting minutes for the Parent Advisory Council referring to cell phones being powered down and in the emergency bag. Principal Mazzone spoke about how they are moving toward this practice for lockdown situations. The goal is to eliminate false information from being sent out and also minimize the impacts on potential rescue operations. It will also eliminate the chances of a phone making noise during these situations. This is the direction given by first responders. Julie stated that as a parent this is a very difficult pill to swallow, and she feels many others will have a similar opinion. Julie also asked about the practice of “Avoid, Deny, Defend” and if any information on it was available on the website for parents to review. Principal Mazzone said all teachers will be given a refresher at the upcoming inservice day and will then be re-teaching the students. The direction given is for the students to then go home and talk about it with parents. Following the refresher, communication will be going out to parents to inform them.

Principal Mazzone gave a shout out to Superintendent Furbush and Joe Parzych for all of their work with opening the school up to be a warming center on Christmas Eve.

Julie mentioned that on the EMHS website the schedule shown is from 2021-2022 and the EMHS News on the homepage is from April.

Principal Lizier gave an overview of the EES highlights and reported on their plans for their mid-year goals. The teachers have been reviewing their routines with their students to get them back into the swing of things. She said that morning meetings have been very helpful. She gave a shout out to Allison Edge, Band/Music Teacher, for having some of the fifth graders perform some songs during the most recent morning meeting. Principal Lizier said that she would like to implement more activities similar to this during the morning meetings as well. She thanked the District Administrative team that worked on Christmas Eve. She read the shout outs that Sara Cantrell, Sue Miville, and Elizabeth Koutroubas received recently. Gwen Pham, Karen Mongeon, and Lynn Champney also received shout outs. Daniel Bastien was also recognized for enhancing the students' recess experience. They will be having another Parent Advisory meeting on 1/26, separate from EMHS. This meeting will be recorded and shared. They briefly discussed tutoring as well. During the next Collaborative Team Time, they will use it as an opportunity to have teachers review their goals and district goals. They have their universal screening coming up. She gave a shout out to Gwen for continuously updating the website.

c. Superintendent Reports

The District completed the Homeland Security audits, and he said that they were very thorough. This is completed every couple of years. They will have the results within 30 days.

- Warming Center

Superintendent Furbush thanked Chief DeAngelis and the Epping Fire Department for working collaboratively and helping them open the Warming Center. Superintendent Frubush will be sitting down with the Chief to debrief and discuss operational expectations for future situations.

- Board Mid-Year Retreat

He said that the Board and the Administrative team both saw a lot of value in the first retreat. Both groups requested a mid-year retreat. The Board discussed the logistics of the retreat. There won't be a Board meeting on February 16th, instead they will meet for their retreat from 4pm to 8pm.

Heather reminded the Board that Superintendent Furbush's mid year evaluation is coming up. On February 2nd, there will be a non-public session to discuss this.

The Board also briefly discussed other upcoming meetings and their dates such as the Public Hearing. Heather and Robin said that there shouldn't be school events scheduled on dates of town wide events to ensure that everyone is able to attend.

FINANCIAL BUSINESS & DISTRICT SERVICES

a. Financial Report - Year to Date Report

For expenditures, they have spent around \$745,602. They are trying to wrap up as much spending as possible. Christine anticipates about \$374,000 more in revenue coming in than expected. Christine explained the Uncommitted Balances to Julie. The Board asked about the vocational deficit. Christine is going to look into this.

b. Warrant Review (revote CBA)

Heather read Warrant Article I aloud.

Vice Chair Ben Leavitt made a motion to approve Article I: Teachers' Association Collective Bargaining. Seconded by Member Robin O'Day. VOTE: 5-0. Motion carries.

c. Review Default Budget and sign

Ben requested that a printed version is brought to the Public Hearing. They will sign this via DocuSign.

APPROVAL OF MINUTES

a. Public Minutes of December 15, 2022

Vice Chair Ben Leavitt made a motion to approve the Public Minutes of the December 15, 2022 meeting as written. Seconded by Member Julie Knight. VOTE: 5-0. Motion carries.

b. Non-Public Minutes of December 15, 2022

Vice Chair Ben Leavitt made a motion to approve the Non-Public Minutes of the December 15, 2022 meeting as written. Seconded by Member Robin O'Day. VOTE: 5-0. Motion carries.

c. Public Minutes of December 22, 2022

Vice Chair Ben Leavitt made a motion to approve the Public Minutes of the December 22, 2022 meeting as written. Seconded by Member Julie Knight. VOTE: 4-0-1. Motion carries. Chair Heather Clark abstained.

MANIFEST

a. Payroll deposited on December 23, 2022

Vice Chair Ben Leavitt made a motion to accept Payroll deposited on December 23, 2022 in the amount of \$536,512.94. Seconded by Member Jen Jacoby. VOTE: 5-0. Motion carries.

b. Accounts Payable deposited on December 30, 2022

Vice Chair Ben Leavitt made a motion to accept Accounts Payable deposited on December 30, 2022 in the amount of \$104,450.43. Seconded by Member Jen Jacoby. VOTE: 5-0. Motion carries.

BOARD COMMENTS/OTHER

Zoom Board meetings were briefly discussed. The Town is proposing only keeping Zoom as an option for Board members in order to encourage in person participation. Zoom attendance has been declining recently.

Ben followed up on his previous request for a parent survey about pickup and dropoff. They will be sending it out shortly. Ben noted that the Board email address currently has non-Board members on the distribution list. Superintendent Furbush said that they will fix this.

Robin mentioned that NHSBA has two upcoming new Board member orientations.

NEXT MEETING TO BE SCHEDULED

a. January 19, 2023 regular meeting

NONPUBLIC SESSION: RSA 91-A:3, II Non-Public Meeting **is not scheduled** for January 5, 2022 after the public meeting.

ADJOURNMENT

Member Robin O'Day made a motion to adjourn the meeting at 10:10 pm. Seconded by Vice Chair Ben Leavitt. VOTE: 5-0. Motion carries.

Respectfully submitted,

Dagny Wilkins

School Board Secretary