

**MEETING MINUTES**  
**EPPING SCHOOL BOARD**  
**October 4th, 2018 – Town Hall**  
**7:00 pm**

**PUBLIC MEETING**

Chairperson Dave Mylott explained to the public to adhere RSA 198:20-b and District Policy KCD, that all donations more than five thousand dollars would require a public hearing. Dave read the hearing notice and the donation letter from Elaine Gatchell and the Leddy Center for the Performing Arts Board of Directors. The donation of Ten Thousand Dollars is for awarding a one-thousand-dollar annual scholarship for the next ten years to students pursuing a career in performing arts, music, dance, or acting.

Appreciative comments from the Board were that it is a very generous donation that will help many students.

Dave Mylott closed public meeting at 7:07 pm.

**CALL TO ORDER**

Chairperson Dave Mylott called the school board meeting to order at 7:08 pm with the Pledge of Allegiance.

**Member Deb Brooks made a motion to accept the Ten Thousand Dollar Scholarship to give to an individual student for the next ten years who is planning to further their education in the Performing Arts. Seconded by Heather Clark. VOTE: 5-0. Motion carries.**

In attendance: Chairman Dave Mylott, Vice-Chair Deborah Brooks, Members Ben Leavitt, Nicole Carleton, and Heather Clark. Superintendent Valerie McKenney. Business Administrator Bonnie Sandstrom was absent.

**SCHEDULED GUESTS**

- a. Brian Ernest presented Epping High School goals. Mr. Ernest presentation started with discussion of what is new this year, the high school goals which he highlighted three main areas: Wellness, Curriculum Instruction and Assessment and what the next steps would be which were the Collaborative Leadership Model; Implementation of Competency Based Education Model; New Grading and Reporting System; Curriculum Instruction and Assessment Version 2.0; Implementation of Work Study Practices; High Quality Professional Development; Increased Extended Learning Opportunities (ELO); Technology Resources and Equipment; Facilities and Equipment Maintenance and Upgrades.

Mr. Ernest then showed a video clip of students and staff speaking about what has been going on in the high school with competency learning. Students have a clearer understanding of their expectations. Teachers feel more empowered to move their students forward when they are ready and make sure that they get the support they need to achieve competency. Mr. Ernest followed up the video stating that students are getting timely feedback on what areas they need to address, and they know what the expectations are. Mr. Ernest said that the teachers are understanding that their perspective on their instruction is more targeted and intentional and that it is better for kids and for teachers.

Deb said that she knows that Tyler and others have done so much with the website and technology and wanted to express how impressed she is with Media Specialist Thelma Thompson and the work she has done for the high school. Deb said that Thelma pushes to get the students what they need to succeed and that a few years back when the school was opened to the public, Thelma volunteered her time to teach a course on how to use the 3D imaging machines. Deb also commented on extended learning opportunities. She said to watch closely to see if the State will give out ELO grants and found them very prevalent. She said that there really needs to be a dedicated person to find these types of grants and opportunities. Val said that larger districts have dedicated staff to do this type of work and agrees with Deb. Heather said that it was great to see everyone's excitement and teachers are supportive and proud. Heather stated how this benefits our kids and they can take it to that next level and that the possibilities are endless. Students have an opportunity to have more of a voice in their learning. Ben Leavitt said that it's great to see that kids realize that they don't have boundaries and that they can keep going and that there are going to be more challenges. He also commented that he was interested to hear what the result of the pilot program and how students can see what they are learning will be used in the real world. Heather followed with comment about two Chamber of Commerce's in Epping and that many companies are members which give more opportunities to have kids branch out of the local area. Val wanted the community to understand that Epping is a leader amongst leaders even in the State of New Hampshire and she noted that she has been told that although Epping is small, it is a powerhouse.

Heather asked to mention that there is a parent education session on competencies and a forum with various college admission personnel attending. This will be on Oct. 17<sup>th</sup> at 6:30 in the cafeteria. This is an opportunity for parents and students to get answers about how competency learning applies to college admissions. Mr. Ernest said that this a wonderful opportunity and he wanted to thank Julie Moran for helping him to set this up.

- a. **Capital Improvement Plan** – Val said she and Don Nichols had met and concluded that Don needed guidance from the Board on what direction to take on the CIP. Val talked about the current plan that is in effect until the end of June 2019. She noted Kindergarten enrollment is holding strong and said that currently 16% of students have disabilities and are identified; 8% have a 504 plan and 44% qualify for free and reduced lunches. She said the district has accomplished a lot in the past few years, and that some things were put on hold which are the elementary gym, the fields, HVAC at the high school and the parking lots which is budgeted for annually but often gets cut. Val's question to the board was if there anything that the board wants to bring forward prior to the presentation scheduled at the next school board meeting. Heather had questions about the enrollment projection numbers in the report. Val said that will ask Bonnie to speak about the numbers at the next meeting. Heather also commented changes that should be made regarding kindergarten now being full time and the storage space in the elementary school. Deb Brooks stated that the CIP was last updated November 2017 and she was looking for clarification on what needed to be done. Val said that the CIP was created in 2003 and approved in 2013 and is up for a revisit. The board needs to review the CIP and decide if items should be prioritized. Ben Leavitt said that in general, Don Nichols has far more insight in what replacements or repairs need to be done and if there are any pressing issues, Don needs to let the board know. The board discussed various projects that have been done and the amount of funds for the cost of projects on the CIP such as the space

study, parking lots, repair of floors. Dave said that the board should not spend too much time updating the cost of projects until they are close enough to act on them and that a lot of work goes into obtaining bids.

Val said that the board had some great questions and she would need to know what direction the board wanted to go and to get back to her by the Monday prior to the October 18<sup>th</sup> meeting.

### **STUDENT REPORTS**

- a. Student representatives Faith Williamson and Rachel Martin updated the board on the upcoming events for students which included: PSAT's for Juniors on October 24<sup>th</sup> and that only 25 students will be taking them. The Vaping Forum that was presented by a woman from the Northern New England Poison Center and how she spoke to high and middle school parents and students about the dangers of using vaping and electronic cigarettes. She had very good information and it went very well. Faith said homecoming weekend was great and that each grade; sophomore, junior and seniors were able to raise five hundred dollars from the game and activities that they had.

### **PUBLIC COMMENTS:**

- a. None.

### **POLICY:**

- a. Policy KEE – Website Accessibility and Grievance Policy-Second/Third Read
- b. Policy KEE-R – Website Accessibility Complaint/Request Form-Second/Third Read

Deb stated that New Hampshire School Board does not have this policy yet and that Epping is the first district in the state. This policy is motivated by Tyler Nekton and Campus Suite, our website provider. Deb is requesting that the Board accept this policy and if the NHSBA comes up with a better policy then we will certainly bring it back.

Heather questioned if any policy forms are Google docs and is anyone able to be filled out online. Val stated that we could look into the possibility of on-line forms in the future.

**Member Heather Clark made a motion to accept both Policy KEE and KEE-R the Website Accessibility and Complaint Form as proposed. Seconded by Deb Brooks. VOTE: 5-0. Motion carries.**

- c. Policy IKF – High School Graduation Policy-Second/Third Read  
Val addressed Heather's previous questions about this policy and spoke to Julie from Guidance. She stated that some changes have been made. Nicole asked about economics and Val explained that the four year math requirement is three year math and one non-math in which math is embedded like a business or accounting course. Val handed out the technical advisory saying and that the board will review the RSA. Dave and Heather said to look further into this and to have a third reading at the next school board meeting.

## **PERSONNEL**

None

## **SCHOOL ADMINISTRATOR REPORTS**

- a. Superintendent's Report – Superintendent McKenney said that she had two out of four student competency meetings at the high school level. She said a survey was sent out to students and she took the questions and exported them to a Google Excel spreadsheet in real time to so that everyone could see the questions and answers. The senior's questions were related to college acceptance. The juniors wanted to know why the district couldn't have waited until they were seniors. She said she explained to them that PowerSchool cannot run two separate grading systems and at some point, the school needed to make the change. She said that she will be meeting with sophomores tomorrow and freshmen next week. Heather asked about the dates for parent meetings. Val said that they are Oct, 29<sup>th</sup> for the elementary school, Oct. 16<sup>th</sup> for middle school and Oct. 17<sup>th</sup> is the high school.

She said that she is working on the teachers' contracts and expects to be finished by November 1<sup>st</sup>. Val announced that she has been asked to help pilot a platform for Superintendent work and could involve the School Board which is a one stop platform. It is different than Google on a brand new product that is being developed. The PACE program is well underway and a lot of the Teachers have had to study their practices. Curriculum director Krista Gulick will be presenting within the next six weeks. Ben Leavitt and I had just attended the first parent meeting. Val will be working on a reunification trifold pamphlet with parents input. Ben said that quite a few parents were engaged in discussion about trying to get more information home to them so they would be prepared to speak to their children. Most specifically for high school and middle school students to talk more on what had happened that a school that day. Then there were questions by elementary parents that wanted to talk about differentiation in expectations in behavior between the different buildings.

## **FINANCIAL BUSINESS & DISTRICT SERVICES**

- a. Dave said the School Board annually needs to fill out a form from the auditors on fraud and ethics. Dave said that only one will be needed to be filled out and with no objection, he will complete the form. He said if anyone from the Board wants to give input, they can speak him. Deb Brooks said that both she and Ben Leavitt thoroughly look at the accounts payable and payroll manifest before they sign them, and all their questions are answered quickly and don't feel there is anything fraudulent.

## **APPROVAL OF MINUTES**

Correct the spelling of Nicole Carleton's name and a few grammatical errors to be fixed.

**Member Heather Clark made a motion to accept the minutes with adjustments.  
Seconded by Nicole Carleton. VOTE: 5-0. Motion carries.**

## MANIFESTS

a. Payroll - No discussion.

**Member Heather Clark made a motion to approve payroll #7 in the amount of \$510,851.03. Seconded by member Deb Brooks. VOTE: 5-0 Motion carries.**

b. Accounts Payable - No discussion.

**Member Heather Clark made a motion to approve accounts payable manifest #7 in the amount of \$425,726.79. Seconded by member Ben Leavitt. VOTE: 5-0 Motion carries.**

## COMMENTS/OTHER

Deb had a committee report for the Board. She stated that at the last SST meeting that Epping has a cap of 54 students that can attend SST that she was not aware of. Deb is assuming that this was made by a past Board for budgeting reasons. Deb will be talking to Bonnie about that and it should be done during this budget process since the limit is from Epping and not from SST. This year there are 52 students to attend and Val said she is sure that there are 35 students on a waiting list so what she had done was to increase the number by 10. Epping is the only school who has a limit and that will still have 25 on the waiting list. Val said that SST is strict about letting kids start after the start of the school year and at the halfway point. Dave wants to investigate it before they change the numbers and wanted to know if we have a policy that limits it and if so, we need to address it. Ben Leavitt said it can be due to allowing just so many students in a particular class and if a student just doesn't want to take something else at SST then they could be waiting them.

Nicole – nothing.

Heather – Shout out to Pat Weisberg who took the entire eighth grade class of 80 kids for tours through the UNH campus by three former Epping students. The head of admissions spoke to the students of the importance of education and how students need to take responsibility for their learning. The middle school PTO Savers Drive is in need of used clothing and soft goods and that the towns Selectmen were generous to let them collect at the transfer station from 10 to 2 this Saturday and Sunday. The Booster Club fundraiser for 4<sup>th</sup> – 12<sup>th</sup> grade is selling pies. Pies can be bought and donated to the local food bank.

Ben – The PTO meeting was at the end of the week. Move-A-Thon looking for donation folders. The Monster Mash is schedule for the end of the month.

Deb – Checked into storage policy and called the attorney from the NHSBA about storage space. The lawyer from NHSBA said it should not be a policy and that it should be an administrative protocol.

Dave – Public Hearing of generous gift from Leddy Center – thank you. In line with all the wonderful things the Gatchell's have done.

**NEXT MEETING TO BE SCHEDULED**

a. October 18h, 2018 – 7:00 PM - Regular School Board meeting.

**ADJOURNMENT**

At 8:35 pm the meeting adjourned.

**Member Heather Clark made a motion to adjourn the meeting. Seconded by Deb Brooks.**

**VOTE: 5-0. Motion carries.**

Minutes submitted by,

Christine Cue  
Acting School Board Secretary