

APPROVED MEETING MINUTES

EPPING SCHOOL BOARD

March 5, 2020 - Town Hall

School Board Meeting - 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 Nicole Carleton, Member Ben Leavitt, Superintendent Valerie McKenney, Business Administrator Bonnie Sandstrom, Student Faith Williamson, and Student Taya Morgado.

Chair Deborah Brooks thanked Nicole Carleton for her three years serving on the Board and presented her with a lovely vase.

SCHEDULED GUESTS

a. Trip to Europe

Molly, Jennifer, and Tyler discussed the trip. The tour company still has the trip scheduled and plans to visit Italy. If the company cancels the trip, a refund will be given out. If not, only some money would be refunded to students depending on the insurance plan that they purchased. There are seven students who don't have the full insurance plan. There are 23 students, 2 parents, and 3 school employees going on the trip. The people who have the full insurance, CFAR, have up to 72 hours before the trip to cancel and be refunded 75% of the cost of the trip. Those without CFAR insurance have until 45 days before the trip to cancel and be refunded 50% of the cost of the trip. Every person going on the trip has the most basic insurance. There is nothing in the contract that discusses pandemics, so there wouldn't be a refund given due to the virus. Right now, they're hoping to avoid Italy and simply change the itinerary. If there were changes to the itinerary, it may potentially add costs. If some people cancel, it will not affect the other travelers; the prices for the trip are set. The trip is scheduled for April 24th through May 2nd. They will be flying into Barcelona, Spain.

They are going to look into travel vouchers or rescheduling the trip.

If the trip goes as scheduled, the travelers will have to self-quarantine upon returning. This means that the seniors would have to miss prom.

Parent Nicole H? would like to see the trip postponed for the safety of the children.

Parent Vicky Miller asked what the plan would be if they were quarantined in Italy. That would be covered by either of the insurances. A stipend would be given per each day of quarantine. They are also going to be coming up with a contingency plan ahead of time just in case.

They discussed the 8th DC trip. They are using EF Tours. The trip is scheduled for March 31st through April 3rd. No money would be refunded if the Board cancelled the trip. If EF cancelled, there would be three options: change dates, change itinerary, or receive travel vouchers. They are still going as planned. There are 46 students and 8 teachers going. It cost around \$1,000 per person. There is a parent meeting on 3/12 to discuss the DC trip. No parents have reached out with any concern yet. They are currently following CDC guidelines and will continue to do so.

b. Grade 5 Teacher Teams Report out on progress

ES teachers Kristin True, Stephanie Baker, Samantha Lewis, and Alison Gates gave a Teams Report on the progress at the elementary school. Kristin discussed the transition of 5th grade teachers becoming departmentalized. It has made it easier on the teachers and has allowed them to home in on their specific subjects. There are two teachers responsible for both ELA and social studies, and there are two teachers responsible for both math and science.

Alison said with the current schedule, there is now a homeroom block. This gives students time to finish work and reassess if needed. Also, there is an independent reading block at the end of each day. They have “Fun Fridays” where 30 minutes are dedicated to art or other fun activities. This time can also be used to finish work and allow students to receive more individualized help.

Stephanie discussed standards-based teaching. She said that multiple genres keep kids more interested.

There is less time for ELA now, but they've figured out a good system to balance it out. However, they would still like to add in more vocab and grammar. Every month or two, they receive StoryWorks magazine; it includes different types of writing and comes with skill-based activities.

There is now more time for social studies. Additionally, they purchased a subscription social studies newspaper for the students.

Samantha said that she loves having more time for science. She said that a lot of kids like it as well since it is hands-on. She has been incorporating a lot more labs into the curriculum.

There is more time for math now, and they focus the extra time on reassessments.

They are piloting an independent study; it will be a challenge group for students with consistently good grades.

Teachers now have a common planning time every day.

They are hoping that the students are receiving a more quality education now. They want the students to become more self-directed.

Alison discussed the rubric creation process. They have started creating assessments next to the rubrics, so that they match up better. They want to start looking at the quality of the questions they're asking versus the quantity. They would love to see some professional development involving rubrics. The rubric design team knows what makes a quality and effective rubric. They are training teaching leaders within the three buildings to create and educate others on how to create great rubrics. The ES wants to have a consistent format for rubrics. Their end goal will be curriculum mapping.

The Kindergarten and 2nd grade have not been exposed to performance assessments.

David thanked them for coming in, and Heather said that they did a great job.

Heather asked how much time students spend on the Chromebooks. The students use them for Google Classroom; the social studies newspaper has an online video component; and they are used for editing work.

Deborah asked if they are disappointed that the district is no longer using PACE. Alison was disappointed because the kids used to be really engaged with the hands-on science assignments within PACE. With SAS, it's online now, and communication across NH has decreased. Samantha and Stephanie said that SAS doesn't fit the curriculum very well. Kristin said that some students don't know how to access certain tools on SAS and gives some kids anxiety.

PUBLIC COMMENTS

None

POLICY

a. Policy DAF- Administration of Federal Grant Funds- Second/Third Read

The New Hampshire School Board made recommendations and removed items that didn't pertain to the Epping District.

This was moved to a third read for the next meeting.

b. Policy EHB- Data/Records Retention- Second/Third Read

Member Nicole Carleton made a motion to accept policy EHB- Data/Records Retention. Seconded by Vice Chair David Mylott. VOTE: 5-0. Motion carries.

Member Nicole Carleton withdrew her motion.

It will be reviewed at the next meeting as well.

c. Policy EHB-R Local Records Retention Schedule- Second/Third Read

There was a general discussion about the similarities between this policy and Policy EHB. Superintendent McKenney explained that “-R” signifies that it is a procedural form and contains additional specifics about the original policy.

This was moved to a third read for the next meeting.

PERSONNEL

a. None

SCHOOL ADMINISTRATOR REPORTS

a. Student Reports

The Wall of Fame for seniors is filling up. On 3/25, there is the PSAT and SAT.

There is a game night next Friday, and a stay at the school event from 6pm-6 am. There will be movies and games. After 12 am, students are required to stay at the school.

In March, eight members from SLC are going to a student leadership conference.

There is going to be a spirit week starting on March 30th.

On April 3rd, there is a competition assembly and lip sync competition.

b. Superintendent's Report

During vacation last week, Superintendent McKenney wrote a letter to the teachers and parents about the coronavirus. The NH DOE has given some instruction regarding the virus, but information is changing daily. Extra cleaning procedures have been implemented, and extra hand sanitizer is available. It's very important to wash your hands regularly.

Next Tuesday is a professional development day for the staff.

On 3/12, progress reports will be sent out for middle school students, and there is a mandatory parent meeting for the 8th grade DC trip.

Vice President David wants to know why "America Day" was cancelled during spirit week, and Superintendent McKenney is going to find out for him.

FINANCIAL BUSINESS & DISTRICT SERVICES

a. None

APPROVAL OF MINUTES

a. January 16, 2020 Non-Public Minutes

Vice Chair David Mylott made a motion to accept the Non-Public minutes from January 16, 2020 as written. Seconded by Member Heather Clark. VOTE: 5-0. Motion carries.

b. February 20, 2020 Minutes

Vice Chair David Mylott made a motion to accept the public minutes from February 20, 2020 as written. Seconded by Member Heather Clark. VOTE: 4-0. Motion carries. Member Ben Leavitt abstained.

c. February 20, 2020 Non-Public Minutes

Vice Chair David Mylott made a motion to accept the Non-Public minutes from February 20, 2020 as amended. Seconded by Member Heather Clark. VOTE: 4-0. Motion carries. Member Ben Leavitt abstained.

MANIFEST

a. Payroll

Member Heather Clark made a motion to approve payroll manifest #18 dated 3/6/2020 in the amount of \$343,845.39. Seconded by Ben Leavitt. VOTE: 5-0. Motion carries.

b. Accounts Payable

Member Heather Clark made a motion to approve accounts payable manifest #18 dated 2/27/2020 in the amount of \$467,289.57. Seconded by Member Ben Leavitt. VOTE: 5-0. Motion carries.

COMMENTS/OTHER

Nicole thanked everyone on the Board for being so kind. She also thanked the community for giving her the opportunity to serve on the Board and be a voice for the community.

David thanked Nicole for her time and said that although she's quiet, she had very meaningful comments when she did speak.

Heather thanked Nicole for being a valuable member and said that she appreciated working with her. She also let people know that there is a MS PTO donation drop tomorrow. Next Tuesday, there is a vote on town and school issues in the middle school gym from 8am-7pm. There will be an information session coming up about the town warrant regarding the water and sewage expansion.

Ben said that it has been a pleasure to work with Nicole and said that she puts a great perspective on things. He also said that the ES PTO is hosting an Easter Bunny Breakfast on 4/4. He mentioned that committee meetings are coming up. He hopes everyone enjoyed their vacations, and he welcomed them back.

Deborah gave an update about classroom sizes. Heather would like to know how many students are in each study hall. Superintendent McKenney will find out for her. Deborah thanked Nicole for serving on the Board and told Nicole to have her husband keep the vase full for her.

The Lions Club will be testing ES students' eyes next Thursday.

NEXT MEETING TO BE SCHEDULED

a. March 19, 2020 - Regular School Board Meeting

NONPUBLIC SESSION: RSA 91-A:3, II*

(*a. personnel, b. hiring, c. adverse reputation, d. property, e. legal, g. security functions,

i. emergency functions)

ADJOURNMENT

**Chair Deborah Brooks made a motion to go into Non-Public session at 9:26 pm. VOTE:
5-0. Motion carries.**

Minutes submitted by,

Dagny Wilkins

School Board Secretary