MEETING MINUTES
EPPING SCHOOL BOARD
October 19, 2017 – Town Hall
7:00 pm

CALL TO ORDER

Chairperson David Mylott called the meeting to order at 7:00 pm with the Pledge of Allegiance.

In attendance were: Chairperson David Mylott, Member Deborah Brooks, Member Nicole Carleton, Member Heather Clark (arrived at 8:10 pm), Superintendent Valerie McKenney, Business Administrator Bonnie Sandstrom, Student Member Katie Pelletier, Student Member Rachel Martin.

Absent: Member Dan Haugh

SCHEDULED GUESTS

a. Dan Murphy, Debbie Jankowsky, and Tyler Nekton – Update/Technology Goals and Progress

Dan Murphy provided an update on the progress the technology staff have made over the summer. They implemented new technologies in the District. He reviewed current technology projects and changes that have been made.

Chairperson David Mylott asked what the percentage of students was who opted out of taking home their Chromebook over the summer.

Mr. Murphy said out of the 500 students, 175 of them took home a Chromebook over the summer. He said he is working with the tech team in a trial run of DYKnow Chromebook monitoring software. By November 1, 2017, deployment of 1:1 Chromebooks for 5th grade students is expected. He reviewed the technology goals and future projects.

Chairperson David Mylott asked about the frequency the carts are used. Mr. Murphy indicated they are used in all subjects and there is a demand for more carts.

Member Nicole Carleton stated Epping Elementary School is doing a great job on getting the kids what they need to use the Chromebooks.

Tyler Nekton and Debbie Jankowsky presented the Instructional Technology Coaches goals. A timeline was reviewed from Fall 2017 through the Spring 2019. They reviewed their five goals which include organizational structures for Google Suite. They have two Google Expedition kits which were obtained through a grant and no taxpayer money was used. These will be used in the classroom and expected to be ready by mid-November.

Ms. Jankowsky presented the third goal which is Google e-Portfolios for K-12.

Mr. Nekton explained Digital Citizenship. The full curriculum for this will be ready in Spring 2018. This is Digital Citizenship Week and he highlighted some student activities that have taken place.

Member Deborah Brooks agrees that children are learning technology at a young age and stated how impressed she is with the work they are doing.

Student Member Rachel Martin commented how having Chromebooks makes it easier for her to do work at home. Student Member Katie Pelletier commented that having Chromebooks allows her to carry less books and mentioned how technologically advanced the schools are becoming.

Chairperson David Mylott likes hearing all the different things we are doing with the technology.

Member Deborah Brooks believes that having a technology person in each of the schools is great and very helpful.

Superintendent McKenney commented on the great team of people we have now who can bounce ideas off each other and is grateful for the support of the School Board and the community.

PUBLIC COMMENTS

Ben Leavitt commented it is nice to hear the School Board appreciate technology in the classroom and home.

POLICY

a. BAAA – School Board Policies and Administrative Procedures/Second & Third Read

Member Deborah Brooks made a motion to accept Policy BAAA School Board Policies and Administrative Procedures. Seconded by Member Nicole Carleton. VOTE: 3-0 Motion Passes

b. GBAA – Sexual Harassment & Sexual Violence/Second & Third Read

Member Deborah Brooks made a motion to accept Policy GBAA Sexual Harassment & Sexual Violence. Seconded by Member Nicole Carleton. VOTE: 3-0 Motion Passes

c. GBEF-R Acceptable Internet Use Procedures-STAFF/First Read

Member Deborah Brooks indicated there are changes made in red on the first and third page. This is the recommendation from the NHSBA. This policy will move to a second and third read.

d. EF – Food Service Management/First Read

Member Deborah Brooks explained this policy has been worked on by Superintendent McKenney, our Cafeteria Supervisor, and Bonnie Sandstrom. This coincides with the NHSBA recommendations they made. This policy will move to a second and third read.

e. JLCF – Wellness Policy/First Read

Member Deborah Brooks explained this policy has been worked on by Superintendent McKenney, Cathy Zylinski, and the Cafeteria Supervisor and it coincides with NHSBA recommendations.

Member Nicole Carleton asked why it doesn't include a section on student mental or social/emotional wellness.

Member Deborah Brooks stated this policy is more directed toward physical health. She thought maybe we should look into writing a policy on mental health.

Superintendent McKenney will call the NHSBA and look into that. This policy will move to a second and third read.

PERSONNEL

a. Retirement

A letter of intent to retire has been submitted by Barbara Demers. She is a second grade teacher at Epping Elementary School and has been in the school district for 23 years.

Member Deborah Brooks made a motion to accept the resignation with regret. Seconded by Member Nicole Carleton. VOTE: 3-0 Motion Passes

SCHOOL ADMINISTRATOR REPORTS

a. Student Report

Student Member Rachel Martin stated PSAT's were given last week. For extracurricular there are more volunteer opportunities. The Girls' Volleyball and Soccer games are next week. The school play, "Midnight Summer" will be performed in November. A blood drive is scheduled for next Thursday. She indicated that $600 was raised for each high school grade from Homecoming.
Arm bands will be available in support of mental health for grades 8 through 11. On one side it will say EHS Change Direction and the other side will say Epping Strong. She stated that a lot of students attend the Wellness Committee meetings.

Student Member Katie Pelletier announced upcoming playoff games. Thursday will be a home game.

b. Superintendent's Report

Superintendent McKenney commented on all the wonderful things happening in the entire District. She gave an update on the EES Assistant Principal search. They had a total of 13 applicants of which five were moved forward after the vetting process. She will keep the Board informed as they progress.

(Student Members left the meeting at 7:55 pm)

c. Committee updates and reports

Paraprofessional Negotiations - Member Nicole Carleton stated there have been three meetings on the Paraprofessional negotiations. Another meeting is scheduled for next week.

Wellness Committee - Member Nicole Carleton attended the first Wellness Committee meeting and provided highlights of what was discussed and what is being planned. They will meet again in January.

Communication Team - Superintendent McKenney spoke about the Communication Team. Competency information will be on the website. They need to advocate for the website and decide what to do with that. She said it would be more effective if we had someone updating it daily or weekly. It will be discussed at the next meeting as part of the budget process.

Emergency Management Team - Chairperson David Mylott attended an Emergency Management Team meeting today. Overall it went well. Superintendent McKenney said the Memorandum of Understanding was signed by the Chief today. Chairperson David Mylott commented on what a great team we have in place.

Professional Development Team – Member Deborah Brooks commented she has not been notified of any meetings yet. Superintendent McKenney explained this Team updates the professional development plan. This is done every five years.

Technology Committee - Chairperson David Mylott attended a Technology Committee meeting a few weeks ago. This is a very active committee. The last meeting was the first time they had community members there contributing to the conversations. A sub-committee will start working on the 5-year Plan.

(Member Heather Clark arrived at 8:10 pm)

SST - Member Deborah Brooks attended a Seacoast School of Technology meeting on Monday. The enrollment to date is 683 which is down from last year. Epping has 36 students attend in the morning and 17 students attend in the afternoon for a total of 53 students. Because of the enrollment projections, per student tuition went from $1,900 to $2,145. They provided their school calendar and she hopes we will try to coincide our calendar with theirs. They begin school before Labor Day and everyone around us starts before Labor Day.

Budget Committee - Member Heather Clark will be attending a Budget Committee meeting next week. She said they will be reviewing the final school budget and proposed town budgets.

Life of a Blue Devil - Member Heather Clark stated the first meeting of Life of a Blue Devil is tomorrow morning.

Roof Committee - Ben Leavitt is a member of the Roof Committee and provided an update to the Board. They met last Thursday and discussed goals. The next scheduled meeting is November 2, 2017.

Chairperson David Mylott asked whether the Committee intends to come before the Board with proposals for the budget after the November 2, 2017 meeting. Mr. Leavitt explained their final recommendations will be presented at the latest by December 7, 2017. They might be able to come before the Board with their recommendations sooner than that.

FINANCIAL BUSINESS & DISTRICT SERVICES

a. Vote on Fund Balance from 2016-2017

Bonnie Sandstrom provided the School Board with the Surplus Retention form from the NH Dept. of Revenue which she signed. She indicated she has talked to the Town about retaining $200,000 from the fund balance and if, in doing so, it would affect the tax rate. She said she was told it would not affect the tax rate. She explained what the rules are with the State

regarding how this money could be used, and when it could be used. Permission is required from the State before any of that money is spent.

The School Board decided that before they would take a vote on retaining $200,000, Bonnie Sandstrom would find out from the State what happens to this money if it is not spent.

b. October Financial Report for 2017-2018

Bonnie Sandstrom reviewed her report with the School Board. The preliminary expense forecast for 2017-2018 shows a positive balance of $408,951.

Bonnie Sandstrom informed the Board that the Town wants to cut down some trees which are on School District property but the Town owns the building. They want to then pave a sidewalk between the high school and Watson Academy at no expense to the school district. She stated that George Kimball is aware of this and is excited about it because the trees are falling and this should be done.

Bonnie Sandstrom also explained to the Board there is an area at EES where the Town will pay to have an area built and paved around the playground. Superintendent McKenney will have more information on this for the next meeting. Bonnie Sandstrom wants to have George Kimball kept in the loop on this.

Member Deborah Brooks made a motion to approve of the cutting and removal of trees on school district property behind the Watson Academy and have the Town bear that expense and go ahead and pave a sidewalk on school property to Watson Academy paid by the town at no expense to the school district. Seconded by Member Heather Clark. VOTE: 4-0 Motion Passes

Bonnie Sandstrom informed the Board the auditors are still waiting to receive the completed questionnaires from them.

Member Deborah Brooks stated they never got the questionnaire. Bonnie Sandstrom provided the members with the questionnaire and the members will individually complete and mail it directly to the auditors. She indicated the sooner they receive it, the better.

APPROVAL OF MINUTES

a. Public Minutes for October 5, 2017
b. Non-Public Minutes for October 5, 2017

Member Deborah Brooks made a motion to accept the minutes as printed. Seconded by Member Heather Clark. VOTE: 4-0 Motion Passes

MANIFEST

a. Payroll

Member Deborah Brooks made a motion to approve Payroll manifest #8 in the amount of $490,959.79. Seconded by Member Heather Clark. VOTE: 4-0 Motion Passes

b. Accounts Payable

Member Heather Clark made a motion to approve Accounts Payable manifest #8 in the amount of $196,875.61. VOTE: 4-0 Motion Passes

Member Deborah Brooks explained she had a question with regards to a bill and was surprised to learn there are 14 boilers in the three schools.

COMMENTS/OTHER

Benjamin Leavitt referred to the proposed paving around the playground and wanted to know who would pay for that. Superintendent McKenney will get more information on Tuesday and this topic will be included in the next meeting.

Member Deborah Brooks stated she is excited to learn the tax rate will be staying the same and asked that be kept in mind.

Member Nicole Carleton commented on the wonderful Artist-in-Residence program.

Member Heather Clark said the Artist-in-Residence program is great. She attended the 4th and 5th grade performance this evening and they did a fabulous job. The turnout was great. She gave a shout out to the 7th Grade Team for their trip to Nature's Classroom. She gave a shout out to the Project Grad Team for all their work and fundraising events.

Chairperson David Mylott reminded everyone of the Blood Drive on Thursday.

NEXT MEETING TO BE SCHEDULED

a. November 2, 2017 – Regular Meeting

ADJOURNMENT

Member Deborah Brooks made a motion to adjourn the meeting at 8:41 pm. Seconded by Member Heather Clark. VOTE: 4-0 Motion passes

The meeting adjourned at 8:41 pm.

Minutes submitted by,

Linda Mahoney