

Epping Minutes Non Public
December 21, 2017

In attendance: Dave Mylott, Deborah Brooks, Nicole Carleton, Dan Haugh, Heather Clark, Valerie McKenney, Bonnie Sandstrom

The meeting was called to order at 6:40 PM under RSA 91-A;3, II* a,b,c,d,e.

There were two employee issues addressed.

Para contract was reviewed to prepare for a vote

Board reviewed policy BEDH

Dave motioned to adjourn the meeting. Heather seconded.

The meeting was adjourned at 6:55 PM.

Respectfully,

Valerie McKenney
Superintendent

**MEETING MINUTES
EPPING SCHOOL BOARD
December 21, 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 Heather Clark, Member Nicole Carleton, Member Dan Haugh, Superintendent Valerie McKenney, Business Administrator Bonnie Sandstrom, Student Member Rebecca Milbury

SCHEDULED GUESTS

- a. Technology Update/Dan Murphy and Technology Coaches

Dan Murphy presented a technology update with Deb Dyer and Tyler Nekton. Deb Jankowsky was not present.

Ms. Dyer reviewed their goals and gave an update on their progress.

Tyler Nekton spoke about the Google Expedition kits and indicated about 25 teachers have been trained to use them in the classrooms. Superintendent McKenney indicated that the district received a grant last year for this which included training for the teachers. These learning tools did not come out of the budget or from Epping dollars.

Mr. Nekton said that students participated in online coding courses. He said they attended the Christa McAuliffe Tech Conference and reviewed the sessions they attended.

Mr. Nekton explained the coaches are piloting the Dyknow Cloud project which is a company that runs Chromebook management software. He explained this is a tool for the teachers and the cost would be \$5,000-\$6,000 for this and would be used in Grades 5 through 12. A recurring annual cost would be \$3,500-\$4,000 after the first year.

Ms. Dyer explained the benefits of Teachpoint which is online software to track teacher development and professional development.

Ms. Dyer and Mr. Nekton talked about the digital citizenship initiative.

Mr. Nekton described Clever Badges for the students in which a QR code is used to unlock their Chromebooks which makes sign-in a lot easier.

Mr. Nekton discussed some current and future goals.

Ms. Dyer talked about making sure the district is using PowerSchool to its fullest potential. Four Epping professional educators will be attending a comprehensive training session, Powerschool University, in February.

Mr. Murphy gave an update on the technology assistant, software audit and evaluation process. He updated the Board on their current list of technology projects and goals.

Mr. Murphy informed the Board that Robert Morales will be the new technology assistant and will start on January 2, 2018.

Mr. Murphy described their goals and future projects.

b. Student Report

Ms. Millbury announced the upcoming games for winter sports. The band and chorus concerts were held along with the senior citizen concert. All events were well attended.

Mr. Murphy described the Expedition Goggles and gave a demonstration for the School Board members on how they work.

FINANCIAL BUSINESS & DISTRICT SERVICES

a. There was continued discussion regarding HVAC, roof; possible Warrant Article for March 2018

Mr. George Kimball and Steve Caulfield from Turner addressed the School Board.

Member Deborah Brooks questioned the annual maintenance variable of \$15,000 between the two HVAC options. Mr. Caulfield explained the Variable option is more expensive because there is more distributed equipment but the cost is offset by the energy savings. The savings will be roughly \$5,000 per year compared to what we are using now for electricity.

Member Deborah Brooks clarified it is Mr. Caulfield's professional opinion that he would choose the Variable system versus the Conventional system based on the savings of money. He said that was correct and the longevity of equipment is about the same for both.

Member Deborah Brooks asked what the larger differences are in the two systems for repairs. Mr. Caulfield said there is not much difference at all.

Ben Leavitt shared that at the last meeting, the School Board members wanted to know what the difference in cost of oil would be to run the new system that is being proposed compared to what we are using now.

Mr. Caulfield said there shouldn't really be a difference in the use of oil. The heating would virtually be the same as it is now. The advantage of the Variable system is if the price of oil increases, the Variable system will give a heating option that could be cheaper by using electricity. The fuel oil is about the same as it is now but with the new system, there would be better controls that would reduce the amount of oil used.

Chairperson David Mylott referred to the lifecycle cost analysis on Page 11 of the Turner report.

Member Heather Clark referred to the window air conditioners and asked if they would go away with the new system. Mr. Kimball said they would go away as they would not be needed.

Mr. Caulfield explained the \$5,000 savings he referred to earlier was from removing the window air conditioners. He explained some other benefits to not having air conditioners in the windows.

Chairperson David Mylott stated that most of the members agree this is what we need to do. The warrant article would be for \$1.3 million. He said we have to be able to say to the community what this will do for us and what the benefits are. There needs to be a dollar amount attached to that savings and we are looking for information to support this.

Member Heather Clark explained we have a thirty year old system and whatever we put in there will be more efficient.

Facilities Director George Kimball said it is hard to quantify the importance of this work until we actually do it.

Mr. Caulfield said the air handlers will need to be replaced regardless, but the savings will not offset the work that needs to be done and there is work that needs to be done. He said what we have now won't keep working indefinitely. He said he can provide what we would need to spend to keep it status quo. Member Deborah Brooks believes that would be very helpful information to have.

Superintendent McKenney stated the School Board needs to make a decision tonight on whether or not to move forward with a warrant article. We need to ensure our kids are having clean, quality airflow to the schools.

Chairperson David Mylott said we need to decide on a warrant article tonight.

Member Deborah Brooks asked Mr. Caulfield if he can get that information regarding the four air handlers so we can use it to present this at the January 10, 2018 Budget Committee meeting.

Mr. Caulfield said he can put it together. There are capital costs either way.

Member Deborah Brooks asked about the percentage of a bond. Ms. Sandstrom said that information has been provided to the School Board under Important Information. We could get a 10 year bond at 2.147% (.22 cents on the tax rate) or a 15 year bond at 2.598% (.17 cents on the tax rate). The current bond will be paid off in 2025. They are paying \$900,000 per year on that bond.

Chairperson David Mylott asked if we are prepared to put a warrant article out. It was the consensus of the School Board to do a warrant article for the Variable system.

Chairperson David Mylott asked if the cost would be approximately \$1.3 million.

Member Heather Clark would like to consider a 15 year bond and do the roof, at a cost of \$800,000, and HVAC at one time.

Chairperson David Mylott said they would be going from \$1.3 million to \$2.1 million if they did both at one time.

Member Heather Clark indicated that the Budget Committee recommended that the School Board don't go to the town Budget committee with both the roof and the HVAC at one time, however, she thinks it makes sense if we ask for both for the bond because we have a good rate.

The School Board discussed the pros and cons of doing both warrants at one time.

Member Deborah Brooks stated that even though our roof is old, it is in very good condition. She would rather hold off on the roof. She is not interested in doing both at the same time.

Member David Haugh thinks they are playing with time with the roof as it is now.

The deflection system for the roof is being installed.

Chairperson David Mylott believes that if they go with both, they will get nothing. He said hopefully, in a couple of years, they will do the roof.

Member Nicole Carleton is concerned about the interest on the \$2 million. She doesn't see people going for it.

Member Heather Clark agrees but believes they need to review everything.

Chairperson David Mylott asked the Board what are their thoughts are for using the Capital Reserve money and what amount should it be. There is \$250,000 in it now.

Member Nicole Carleton said we should use some of it.

Member Heather Clark said we need to decide what to put in for the reserve for our roof. If we put \$200,000 in for the roof, we will need two separate warrants.

Chairperson David Mylott asked if the Board will support a 10 year bond or 15 year bond for the \$1.1 million.

Member Dan Haugh said he is leaning toward a ten year bond. He announced that he needed to leave the meeting; however, he said he would support what the Board decides.

Member Deborah Brooks asked Bonnie Sandstrom what her thoughts are because she knows our District. Ms. Sandstrom believes it makes sense going with a ten year bond because of the interest and knowing the other bond will be gone.

Member Heather Clark mentioned the other warrant articles coming forward from the Town.

Member Deborah Brooks prefers a ten year bond. Member Nicole Carleton prefers a ten year bond.

Member Heather Clark and Chairperson David Mylott believe a fifteen year bond would have a lower impact to their tax rate, but can go either way.

Mr. Kimball thinks overall if they are going to try to sell this to the community, they should go with the smaller amount on the tax bill.

Member Deborah Brooks agreed to go with a fifteen year bond.

Member Heather Clark made a motion for a warrant article in the amount of \$1.3 million for the Variable Refrigerant Flow System and \$200,000 to come from the Capital Reserve account leaving \$1.1 million for a 15 year bond for this year's warrant. Seconded by Member Deborah Brooks. VOTE: 4-0 motion carries

POLICY

- a. EH – Data Management – First Read
- b. IKA – Grading, Reporting and Recognition Systems- First Read

Both policies will go to a Second and Third read.

- c. BEDB – Agenda Preparation and Dissemination/Second-Third Read
- d. BEDG – Minutes/Second-Third Read
- e. BEDG-R – Access to Minutes and Public Records/Second-Third Read

Member Deborah Brooks made a motion to approve policy BEDB – Agenda Preparation and Dissemination, Policy BEDG – Minutes, and Policy BEDG-R –

**Access to Minutes and Public Records. Seconded by Member Heather Clark.
VOTE: 4-0 Motion passes**

PERSONNEL

a. Resignation

Superintendent McKenney presented a resignation by Heidi Langlais as Special Education teacher at Epping Middle School. She will become the Title 1 Reading instructor at Epping Elementary School.

Member Deborah Brooks made a motion to accept the resignation of Heidi Langlais as Special Education teacher at Epping Middle School. Seconded by Member Heather Clark. VOTE: 4-0 Motion carries

SCHOOL ADMINISTRATOR REPORTS

a. Superintendent Report

Superintendent McKenney said she is anticipating that there will be an early release day tomorrow due to the expected. Superintendent McKenney reminded the Board that starting in January; she will bring forth a discussion on some aspect of competency education.

b. Committee updates and reports

Member Heather Clark attended a Life of a Blue Devil meeting. They discussed their need for a reboot and things that need to be done going forward.

FINANCIAL BUSINESS & DISTRICT SERVICES

a. Warrant Article for March 2018

Chairperson David Mylott said it's their goal to start putting away money for the roof. It has been discussed putting away \$200,000 into the Capital Reserve account. This amount comes out of what we have left over in funds.

Member Deborah Brooks believes it is wise to keep up the buildings we have. It behooves us to put up to \$200,000 into the Capital Reserve account. Member Nicole Carleton is in agreement. Member Heather Clark agrees with the \$200,000 amount.

**Member Heather Clark made a motion to put a warrant article out that says “put up to \$200,000 into our Capital Reserve fund”. Seconded by Member Nicole Carleton.
VOTE: 5-0 Motion carries**

b. December financial report for 2017-2018

Bonnie Sandstrom reviewed her financial report dated December 21, 2017 with the School Board.

c. Paraprofessional Agreement for 2018-2021

Member Heather Clark reviewed the language changes and adjustments to the contract with regards to insurance, sick time, retirement, and cost of living increases.

Member Heather Clark made a motion to accept the Paraprofessional Agreement as written. Seconded by Member Nicole Carleton. VOTE: 5-0 Motion passes

APPROVAL OF MINUTES

a. Public Minutes for December 7, 2017

Member Nicole Carleton made a motion to approve the public minutes as written. Seconded by Member Deborah Brooks. VOTE: 5-0 Motion passes

MANIFESTS

a. Payroll Manifest

Member Heather Clark made a motion to approve Payroll manifest #12 in the amount of \$348,628.03. Seconded by Member Deborah Brooks. VOTE: 5-0 Motion passes

b. Accounts Payable

Member Heather Clark made a motion to approve Accounts Payable manifest #13 in the amount of \$154,994.34. Seconded by Member Deborah Brooks.

Member Deborah Brooks questioned the cost of sending staff to the PowerSchool training. Superintendent McKenney informed her that this cost comes out of Professional Development. She added that we don't have enough people with enough expertise to run PowerSchool the way it should be run and that she didn't anticipate this issue prior to the change in district leadership. She has tried to make sure there is one person from each of the three schools and one more additional person for this training. The School Board was in support of this use of money for PowerSchool.

VOTE: 4-0 Motion passes

COMMENTS/OTHER

a. School Board

Member Deborah Brooks wished everyone a Merry Christmas and a wonderful holiday. The Lions Club has provided extra funds to 15 families in our school district.

Member Nicole Carleton said she was very impressed with the concerts and the principal at the concert. He is a wonderful addition to our community.

Member Heather Clark referred to the surprise teacher meeting at both the high school and middle school and the teachers raved about how wonderful it was. She gave kudos to the fabulous concerts and said they are televised on ETV. She mentioned the Deliberative Session is in February and asked if we are having it here instead of in the school. It was the consensus of the School Board to have it in the Town Hall.

Chairperson David Mylott said the concerts were great and wishes everyone a safe holiday.

b. Administration

Superintendent McKenney thanked the staff for their hard work and wishes everyone a wonderful vacation.

NEXT MEETINGS TO BE SCHEDULED

It was noted there will be a discussion about addressing the Superintendent's evaluation.

- a. January 3, 2018 – Budget Committee meeting at 7:00 pm.
- b. January 4, 2018 – Regular Meeting

ADJOURNMENT

Member Heather Clark made a motion to adjourn the meeting. Seconded by Member Nicole Carleton. VOTE: 5-0 Motion passes

The meeting adjourned at 9:50 pm.

Minutes submitted by,

Linda Mahoney