

**MEETING MINUTES
EPPING SCHOOL BOARD
April 5, 2018 – 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 Ben Leavitt, Superintendent Valerie McKenney, Business Administrator Bonnie Sandstrom, Student Member Katie Pelletier, Student Member Rachel Martin

SCHEDULED GUESTS

a. EES Principal Justin Benna will update the Board on the progress of Epping Elementary School.

Principal Benna provided an update for the Board regarding events at Epping Elementary School. He talked about the musical play being presented by the Elementary School called “Pirates the Musical”. He provided highlights of the efforts and accomplishments of the school and announced upcoming events. Principal Benna described how they want to restructure the kindergarten screening so that children will leave the experience excited and wanting to return. Principal Benna talked about how the kindergarten screening use to be done in the past and why they want to restructure the experience. Kindergarten screening is scheduled for May 11, 2018. They don’t plan to have the current kindergartners attend school that day. He is looking for School Board support. They have 76 incoming kindergarteners.

Superintendent McKenney supports the new restructure of the screening.

(Member Nicole Carleton arrived to the meeting at 7:20)

Member Heather Clark said it sounds much more inviting to students and it is a wonderful introduction to our school system.

Member Deborah Brooks appreciates their taking the time to study this topic prior to making revisions.

Chairperson David Mylott stated that the proposed changes are well thought out.

Member Heather Clark made a motion that we accept the date of May 11, 2018 for the kindergarten screening. The current kindergarten class will not attend school that day. Seconded by Member Deborah Brooks. VOTE: 4-0-1 Motion passes (Carleton abstained)

POLICY

a. Policy EBBF – Slips, Trips and Falls – Second/Third Read

Member Deborah Brooks made a motion to approve Policy EBBF – Slips, Trips and Falls. Seconded by Member Ben Leavitt. VOTE: 5-0 Motion Passes

b. Policy IHBDA – Evaluation Requirements for Children with Developmental Delays – Second/Third Read

Superintendent McKenney stated this is a new policy based upon changes to special education law. She read a response by Student Services Director Cathy Zylinski in response to some questions the Board had at the last meeting.

Member Heather Clark made a motion to accept Policy IHBDA as written. Seconded by Member Ben Leavitt. VOTE: 5-0 Motion passes

c. Policy IHBH – Extended Learning Opportunities – First Read

Member Deborah Brooks explained the changes in this policy reflect language changes. This is because of our different way of looking at student grading.

Chairperson David Mylott stated this policy is more advantageous to the student.

Policy IHBH will go to a Second/Third read.

d. JLF – Child Abuse Reporting Requirements – First Read

Member Deborah Brooks explained the main change is there needs to be a poster displayed that provides information regarding how to report child abuse or neglect. It needs to be publicized well in all schools. Superintendent McKenney said the posters have been ordered.

There was some question about whether or not this is a new policy because there were some different revision dates on the policy. It was agreed to table this policy to the next meeting to have it updated.

SCHOOL ADMINISTRATOR REPORTS

a. Superintendent Report

Superintendent McKenney explained that within the next few weeks they will be convening a HVAC Committee that will work to oversee the implementation of the new HVAC system. There is a hope that a School Board member can be a part of this committee.

Bonnie Sandstrom stated they need to have a Clerk of the Works/Project Manager for this project and she gave an update on the search. Interviews will be held April 13, 2018. She will

have a recommendation for the School Board on April 19, 2018 and they will award the bid on May 8, 2018.

Member Deborah Brooks explained she wants to be sure they are getting quality people and thinks the timeline is a crunch to start on May 31st. She has concerns whether this job can be accomplished. She would feel a lot better if a Board member attended the interview next Friday because she will not be available.

Member Heather Clark stated town meetings are held in March and doesn't find it unusual to have a project in April going out to bid for a summer project.

Chairperson David Mylott believes it can be done this summer. He added that if he is not satisfied and there aren't any good contractors left, he is comfortable holding off and doing the project next year.

Member Deborah Brooks asked for clarification on what the Project Manager will be paid.

The School Board will discuss this topic at their next meeting. Chairperson David Mylott agreed to be in on the interview next Friday. Member Deborah Brooks will still be on the Committee but won't be able to attend the interview next Friday.

Superintendent McKenney gave kudos to the Special Education Department. Indicator #11 is related to the timeliness of Initial Evaluations and for the past three years, Epping has earned 100% for their compliance to this standard.

There will be no school on April 9, 2018. This will be a Professional Development day and a good portion of the day will be devoted to reviewing the Vertical Alignment documents that have been created by teachers.

The Emergency Leadership Team met on March 30, 2018 to review and update all aspects of the Emergency Management Plan.

Upcoming events in the schools were announced.

b. Student Report

Katie Pelletier announced that a Lip Sync contest will be held on April 19, 2018. The National Honor Society Induction Ceremony is scheduled for April 16, 2018. A World Cultures Fair will be held on April 18, 2018. PSAT and SAT exams were given in March.

Rachel Martin announced upcoming softball, baseball, and track events that are scheduled.

Superintendent McKenney indicated the World Cultures Fair is for the students to see other student's work. They unfortunately do not have the supervision to allow a large number of people from the public to attend. Rachel Martin said parents of the students are invited to attend after school.

FINANCIAL BUSINESS/FACILITIES/TECHNOLOGY

a. Website additional information and vote

Superintendent McKenney explained the Tech Team is recommending Campus Suite and they obtained new cost estimates which were provided to the School Board members.

The first year cost for Campus Suite would be \$8,378.84. With a 5-year contract, the cost would be \$5,780.09 for each year after that.

Member Heather Clark said she had done some research and it appears that this is a reasonable proposal. Campus Suite will do what we need it to do and more.

Member Deborah Brooks had some concern that no other schools in New Hampshire use it.

Member Ben Leavitt said he is not so concerned about that because it is used in a lot of other places.

Member Deb Brooks was impressed that the price went down. It was explained the reason the price went down was because they are not requesting a mobile app.

Member Nicole Carleton said it is hard to get information off the current Epping website and she would love to see something easier to use and one that works.

Member Heather Clark made a motion to accept the Campus Suite 5-year proposal as proposed. Seconded by Member Ben Leavitt. VOTE: 5-0 Motion passes

PERSONNEL

a. Resignations

Superintendent McKenney brought forward a resignation letter from Hallie Ouellette, a third grade teacher at Epping Elementary School.

Member Heather Clark made a motion to accept the resignation of Hallie Ouellette. Seconded by Member Deborah Brooks. VOTE: 5-0 Motion passes

b. Nominations

Superintendent McKenney nominated Don Nichols for the position of Facilities Director. He would start April 23, 2018. She spoke of his qualifications and experience.

Member Heather Clark made a motion to accept the nomination of Don Nichols for the position of Facilities Director. Seconded by Member Deborah Brooks. VOTE: 5-0 Motion passes

Superintendent McKenney presented the School Board with a list of teachers being nominated for the 2018-2019 school year.

Member Heather Clark made a motion to accept all the teachers nominated on the list for the 18-19 school year. Seconded by Member Ben Leavitt. VOTE: 5-0 Motion passes

APPROVAL OF MINUTES

a. Public Minutes for March 15, 2018

The School Board reviewed the minutes and some changes were made.

Member Ben Leavitt made a motion to approve the minutes for March 25, 2018 as amended. Seconded by Member Heather Clark. VOTE: 5-0 Motion passes

b. Non-Public Minutes for March 15, 2018

Approval of the non-public minutes for March 15, 2018 was tabled to the next meeting.

MANIFEST

a. Payroll

Member Heather Clark made a motion to approve Payroll Manifest #18 in the amount of \$352,868.92. Seconded by Member Nicole Carleton VOTE: 5-0 Motion passes

Member Heather Clark made a motion to approve Payroll Manifest #19 in the amount of \$487,227.79. Seconded by Member Nicole Carleton VOTE: 5-0 Motion passes

Member Heather Clark made a motion to approve Accounts Payable Manifest #20 in the amount of \$349,664.10. Seconded by Member Nicole Carleton VOTE: 5-0 Motion passes

COMMENTS/OTHER

a. School Board

Member Deborah Brooks said an SST meeting will be held next month. SST graduation will be held Thursday, May 31st.

Member Nicole Carleton said she arrived late to the meeting this evening because she attended the opening performance of "Pirates the Musical" put on by the Epping Elementary School.

Member Heather Clark gave a shout out to Virginia Avery who directed the play and several others who were involved and who all did a phenomenal job. She commented on how successful breakfast with the Easter Bunny was and it was a great event. She thanked all who volunteered and helped. They are continuing with donations and fundraisers for t-shirts for the 1st Annual Epping Community Day.

Member Heather Clark discussed the last day of school with the School Board. The last day of school is Monday, June 25th and she has received feedback from parents who want the last day to be Friday, June 22nd. She stated families have planned vacations and many camps start on June 25th and doesn't believe there will be any significant learning going on for Monday, June 25th.

Chairperson David Mylott asked if Friday, June 22nd would be a significant learning day. He added that any last day of school would not be a significant learning day.

Member Deborah Brooks stated we already gave an extra day off on this Monday for a Professional Development day.

Member Ben Leavitt said the calendar went out at the beginning of the year and parents should have planned on that.

Member Nicole Carleton supports stopping on what the calendar states with five snow days built in and that's it. The existing calendar has Monday, June 25th as the last day of school with the five snow days.

After further discussion, the School Board took a vote.

Member Ben Leavitt made a motion to stay with the calendar as presented. Seconded by Chairperson David Mylott. VOTE: 4-1 (Clark opposed) Motion passes

Chairperson David Mylott commented on how the hard Grades 3 through 5 worked on "Pirates the Musical".

b. Administration

Bonnie Sandstrom informed the School Board she applied for a grant from the State of New Hampshire for replacement Walkie Talkies and their grant was approved. It is just waiting for the Governor to sign it. The Epping School District is being awarded \$49,000 toward replacement Walkie Talkies.

NEXT MEETING TO BE SCHEDULED

The next regular School Board meeting will be held on April 19, 2018.

NONPUBLIC SESSION

Chairperson David Mylott made a motion to go into nonpublic session according to RSA 91-A:3 II (a,b,c,d,e,g) and to adjourn immediately thereafter. Seconded by Member Ben Leavitt. Roll Call: Brooks-yes, Carleton-yes, Leavitt-yes, Clark-yes, Mylott-yes 5-0 Motion passes

The School Board went into nonpublic session at 8:40 pm.

Minutes submitted by,

Linda Mahoney

Nonpublic School Board meeting

April 5, 2018

In Attendance:

Dave Mylott, Deborah Brooks, Heather Clark, Nicole Carleton, Ben Leavitt , Valerie McKenney

Following the regular School Board meeting, the Board chose to enter a nonpublic meeting under RSA 91-A:3,II* a, b, c, d, e, g, i.

Heather Clark motioned to support the exploration of a Separation Agreement. Nicole seconded. The Board voted to support a Separation Agreement for an employee. Passed 5-0.

Nicole Carleton motioned to adjourn the meeting. Heather Clark seconded. The meeting was adjourned at 9:02 PM.

Respectfully submitted,

Valerie McKenney

Superintendent