

# Epping School District 2004 Annual Report



Ben  
Keeler  
2004

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# Epping School District Officers

## 2004–2005

### School Board

Susan Kimball, Chairman..... Term Expires 2007  
Scott Booth, Vice Chairman..... Term Expires 2007  
Pamela Tibbetts..... Term Expires 2006  
Marci Morris..... Term Expires 2005  
Jeff Nollet..... Term Expires 2005

Barbara D. Munsey, *Superintendent of Schools*

Victor Petzy, *Assistant Superintendent of Schools*

Martha Williamson, *Business Administrator*

Cathy Zylinski, *Special Services Administrator*

Gary Tirone, *Director of Curriculum & Instruction*

### Building Administrators

Mark Vallone, *Principal, Grades 1–5*  
Jerry Gregoire, *Assistant Principal*

Mike Sanz, *Principal, Grades 6–12*  
P.J. Collins, *Assistant Principal*

### School District Officers

Renee Pettis, *School District Treasurer*

Robin O’Day, *School District Clerk*

Harold K. LaPierre, *School District Moderator*

# Letters to the Community

## School Board

I'd like to start by giving my heartfelt thanks to you, the voters of Epping, for your support of our warrant articles last year. Because of your support, the Epping School District has experienced some very positive changes.

The most obvious improvement is the expansion of the middle-high school cafeteria. It gives me great pleasure to report that every student in our middle-high school can now eat lunch at a table rather than sitting on the floor. Members of the Facilities Committee, Building Committee, and the Epping School Board all had input into this project and we are pleased that so many of the students, parents, staff, and citizens of this town have expressed their overwhelming approval of the final outcome. Thanks to all involved for a job well done!

I am also pleased to report that the very outdated telephone systems in both the elementary and middle-high schools have been upgraded. We now have the capability of leaving voice mail messages for specific staff members via individual extensions, generating system messages and announcements, and contacting whomever we're trying to reach on the first attempt, eliminating the need to make multiple calls.

Your support of our budget allowed us to continue to offer programs and curriculum that benefit all students. And, although we were relieved to receive voter approval to appropriate \$60,000 for unanticipated Special Education costs, we were equally relieved at the end of the year to have a fund balance of nearly \$58,000 which we were able to return to the Town's General Fund.

The monies appropriated for the reaccreditation of Epping Middle-High School by the New England Association of Schools and Colleges (NEASC) are being well spent towards that goal.

Much preparation is underway to be ready for that process in the fall of this year. Maintaining the accreditation of our middle-high school is vitally important for the success of our students post graduation. Students who graduate from an accredited high school have many more opportunities than students who graduate from a non-accredited facility. Keeping our accreditation is also important for property owners in this town, as schools with this affiliation contribute to increased property values.

The subject of NEASC and accreditation brings me to one of the warrant articles you will see on the ballot this year. As a solution to the ever-growing problem of lack of space in both of our schools and the impact it has at all three levels (elementary, middle, and high school) we are proposing a middle school addition, new high school gymnasium, and upgrades to our high school science rooms. As I thumbed through my collection of past Annual Reports, I came across an article in the 1998 edition submitted by the Long-Range Planning Committee. Their report stated the following:

*"In March of 1996, the Epping School Board presented a Warrant Article to the Town, requesting authority to establish a Long-Range Planning Committee (LRPC). This request was made due to overcrowding that was beginning to become problematic in both of our schools."*

That was 1996...it is now 2005! In the nine years since the School Board first identified that overcrowding was *beginning* to become problematic, it has escalated to the point where it now threatens our accreditation. In those nine years, the school board has brought forth several different proposals to the voters and all have failed at the polls. These proposals included two

Cooperative agreements with Fremont which included building a new high school in our own town, a large part of which would have been funded by Fremont and 40% State aid. It is important to note that we qualified for 40% State aid only because the proposals were for a Cooperative plan. Both required a "super majority" of the vote to pass, but were narrowly defeated. The year following the defeat of the Co-op proposals, the school board brought forth an "Epping-only" new high school on a different parcel of land which included a long-term tuition agreement with Fremont. This plan met with much opposition and was soundly defeated when it failed to earn even a simple majority of the vote. This year, we have worked diligently to bring forth a cost-effective alternative at a time when this "Epping-only" plan is eligible for 40% State aid rather than the 30% that we have qualified for in the past. In addition, we will be able to further reduce our future tax impact and decrease debt payment by applying \$90,000 per year from impact fees that are collected from developers.

If approved, the middle school addition will not only give the students in grades 6-8 their own identity as prescribed by NELMS (New England League of Middle Schools) but it will also allow us to give their needs the same priority as those of our high school students. It will open up space in the high school, elementary school, and the old Central School which currently houses our SAU office, along with our preschool and Head Start programs. The impact will be extremely positive throughout the entire Epping School District.

Also on the ballot this year is a warrant article for the purchase of 5.9 acres of land abutting our existing property next to the existing soccer/football field. This purchase can be obtained at a zero tax impact through

the use of impact fees collected to date. The acquisition of this parcel will provide us with ample space for a parking lot for approximately 180 vehicles along with another access to Prescott Road which will greatly decrease bus and traffic congestion.

We ask for your support of the three-year paraprofessional contract and the warrant article for general maintenance items which would include repair and paving of parking lots, replacement of hall lockers, and the installation of air conditioning in the gymnasium/multi-purpose room of the elementary school.

As always, your affirmative vote on the school budget is vitally important. This appropriation is the money needed to effectively run our schools on a day-to-day basis.

As always, we thank our adminis-

trators, teachers, and staff for their continued dedication to our students and the voters of Epping who support the education of our young citizens.

Lastly, it is with deep regret but profound gratitude that we bid farewell to our outgoing Board members Marci Morris and Jeff Nollet. Marci has been on the Board for the past six years and is considered the “historian” of our group. Jeff joined us three years ago after serving on the Site Search Committee for land on which to build some of our previous building proposals. Both have given unselfishly of their time and have been tremendous assets to our Board. They will be greatly missed.

*Respectfully submitted,  
Susan H. Kimball, Chair  
Epping School Board*

encing difficulties in settling a teachers’ contract and in dealing with increasing student enrollment evidenced by the approval of a cooperative planning committee at the annual meeting.

**1994:** The NEASC self-study was completed, the NEASC team completed their evaluation visit, and the accreditation process moved forward with the issuance of a final report. Epping Middle/High School was awarded accreditation with a list of commendations and recommendations. It was made clear that the school’s continued accreditation was based on its progress in addressing the visiting committee’s recommendations. While there were commendations and recommendations in other areas, the most significant area was school facilities as shown by the following excerpts:

*“Epping Middle/High School is located on Prospect Street, about one-half mile from the center of town. The building has a capacity of 500 students. Current enrollment totals 465 pupils. Construction of the facility occurred in three stages. The original Carrie Odiorne Junior High School was built in 1965. In 1967, four classrooms and a gym were added. In 1980, rooms 101 to 108, rooms 201 to 213, a media center, a cafeteria, a kitchen, and a music room were added to the structure. The building has two distinct levels. Currently the second floor is not handicapped accessible due to an inoperative chair lift.”*

*“The building is structurally sound, but it is not adequately maintained. Moreover, it lacks the structural flexibility in size and type of instructional areas necessary to support curriculum revisions planned for the future. In particular, science labs are in need of updating and classrooms need additional electrical outlets. Heavy demands placed on the gymnasium and poor acoustics compromise programs in drama, music and athletics. The seating capacity of the cafeteria is not ad-*

**Enrollment**  
**As of 10/1/2004**

Grade	Elementary School
1	85
2	83
3	74
4	70
5	77
	Middle/High School
6	82
7	97
8	85
9	140
10	91
11	110
12	97
<b>Total Enrollment for Grades 1-12:</b>	<b>1,091</b>
<b>Kindergarten Enrollment:</b>	<b>56</b>

**Superintendent of Schools**

History. I have to admit that as a young student I didn’t have a true appreciation for the subject, but through experience I have realized its importance in making decisions for the future. History reminds us where we came from, fosters insight and understanding, teaches us to respect the journey in making history, and in some cases reminds us of the struggle and sacrifice required to right a wrong or just make life better. Everyone and everything including the Epping School District has an associated history.

**1992:** The Epping School District began its most recent historical journey with a self-study to receive secondary school accreditation for Epping Middle/High School. In the final report of the New England Association of Schools and Colleges (NEASC) the school and community were commended for undertaking the accreditation process. This was especially true as the town had been dealing with significant fiscal difficulties while the school was experi-

*equate for students assigned to the high school lunch period and necessitates the use of hallways and lobby areas where no seating is available. Storage facilities are limited in all areas; consequently some bathrooms have been converted to storage areas."*

*"In most classrooms, a lack of consistent temperature control contributes to occupant discomfort and interferes with learning. Furthermore, a lack of caulking and weather stripping as well as damaged windows and doors contribute to significant heat loss. Ventilation is a problem particularly in the interior rooms adjacent to the media center."*

*"At present, no long-range plan is in place for substantial maintenance. Financial resources must be prioritized in order to ensure adequate funding for general maintenance and repairs, minor renovations, and the purchase or lease of capital equipment."*

The voters at the annual meeting approved a demographic study to plan for future student enrollment.

**1995:** Funding was dedicated to install sinks in the science labs, repair heating units, and install electrical outlets.

**1996:** Two years had passed since accreditation and the school district had to make an official report to NEASC regarding the school's status in addressing the accreditation recommendations. The second floor accessibility issue was being addressed with the establishment of an elevator capital reserve fund. The district also approved another cooperative planning committee to investigate a long-term solution for student growth.

**1997:** Funding was allocated to address the air ventilation and heating issues in the middle/high school. The school principal reported that during the 1997–1998 school year space became a major problem in meeting the needs

of students attending Epping Middle/High School.

**1998:** The district continued to work on improving air ventilation/heating, contributing to the elevator fund, and providing funding for facility planning. The school principal continued to report space as a major problem.

**1999:** Facilities became a major focus of the district with the passage of a ten-room addition for the elementary school with the cost being offset with state kindergarten funding and high school tuition revenue. The cooperative planning committee submitted articles of agreement between Epping and Fremont and the Epping-Fremont Cooperative School District was formed with the objective of approving a new high school within two years. The final appropriation for the elevator was approved. With completion of the new elementary addition, 89 grade 6 students were moved to the elementary school as a short-term solution to student crowding at the middle/high school. (It was predicted that the school would be at full capacity again next year.)

**2000 and 2001:** The cooperative committee made two attempts to approve a cooperative high school with both plans receiving majority, but not super majority as required by law. The cooperative dissolved in March 2001 upon the failure to approve a high school within the two-year period. In response to the close vote on the high school an attempt was made in May 2001 to save the cooperative effort by approving the formation of another cooperative planning committee. The Epping voters did not approve. A two classroom modular unit was added in the 2001–2002 school year.

**2002:** Another attempt was made to preserve the Epping-Fremont relationship with a new high school and a long-term tuition agreement. This attempt also failed. Voters approved funding for window replacement, a lighting ret-

rofit, and paving. The school principal continued to report the middle/high school at full capacity; an 8 period day was put in place to partially alleviate the problem.

**2003:** Two modular units were proposed to alleviate some of the stress on the middle/high school. The request was denied. Work continued on the window replacement project. The district also received a federal grant to air condition the media center and interior rooms addressing heating and ventilation problems. Additional property (20 acres) abutting the school site was also acquired providing opportunities for on-site expansion. After four years of intensive effort on building a high school with the Fremont School District, the school board decided it was time to reflect on the past few years. The school board approved a facilities committee with the charter to develop a long-term facilities plan for the Epping School District. (Fremont entered negotiations with the Sanborn Regional School District.)

**2004:** The Facilities Committee completed the Facilities Master Plan for the Epping School District. The plan called for a multi-phase approach to address the anticipated future needs of the school district. Phase 1 consisted of addressing the lack of cafeteria seating identified by NEASC. A cafeteria expansion, lobby renovation, ADA compliant bathrooms, and a conference room were presented to voters, approved, and completed that summer. A fields project was also approved to address the lack of athletic fields. Epping Middle/High School was also up for re-accreditation and the voters approved funding for the two-year process.

**2005:** The school staff members are presently working diligently in completing the self-study process for the NEASC visitation due this October.

Since 1992 the beginning of the first accreditation process, 3 coopera-

tive planning committees, 2 cooperative school district attempts, 1 elementary school addition, 1 high school building proposal, 1 long-term tuition agreement, 727 middle/high students, and almost 13 years have passed. The school district has made great strides to address the identified facility issues with the expanded cafeteria, new windows, air-conditioning, and an elevator. A maintenance plan has also been developed to address regular maintenance of all the district's schools. Per the Budget Committee's recommendation, these routine maintenance items have been included in the 2005–2006 budget. There are bigger issues still outstanding, however. Inadequate instructional space and science labs, excessive demands on the gymnasium, poor acoustics in the music room, and a lack of storage space still remain. These issues need a bigger plan.

There is no question that it has been a struggle with plenty of hard work and disappointment for everyone. Looking back I learned a couple of things sharing this journey with you. The first is that this was a journey that we had to make. The second and most important was the significance of history and tradition — the Epping Community is proud of their schools and wants to retain their uniqueness and small town character.

The District is forging ahead while honoring the Epping tradition and has a plan, Phase 2 based on the 2004 Master Plan's recommendation, providing instructional space, state of the art science labs, an additional gymnasium, and an acoustic music room and stage area for immediate and future student programming using a small school concept. It is important to note that our facility needs were evident back in 1992 long before the Fremont students and will be evident when they are gone. Over these past years the high school has impacted the middle school, the middle school has moved into the elementary school, and the elementary school has displaced the preschool to the Central School. The proposed plan

is a district solution for all our schools — preschool, elementary school, middle school, and high school — incorporating all of the feedback received these past years.

The Epping accreditation history is an interesting one with the Epping Community having much to be proud of. I believe that the new building proposal addresses the accreditation facility issues and the space needs throughout the district while maintaining what is special about Epping.

*Barbara D. Munsey*  
*Superintendent of Schools*

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## Elementary School

Epping Elementary School started the year with another First Day program, inviting parents, guardians and community members to share in the start of the school year. Once again, over 300 adults visited their children's classes, met their teachers and attended an orientation session put on by school and community organizations such as the Title I staff, Epping Police and Fire Departments. Our school welcomed new staff members Liz Horbury (Grade 4), Lisa Rowe (Grade 4), Rachel Pattee (Title I), Danielle Donahue (Speech Pathology), Laura Connelly (Home-School Coordinator), Liz Becker and Deena Jenson (School Psychologist).

### Space Problems Lead to Conditional Approval

Space problems at Epping Elementary have caused our school to lose its "Approved with Distinction" rating. Instead, the school has been "Conditionally Approved" by the New Hampshire Department of Education and given time to address its space problems. Our school has become overcrowded due to a number of factors: First, the Epping Middle School still houses its 6th grade in the Elementary School, occupying four classrooms and a small service room. Second, meeting the requirements of the federal No Child

Left Behind regulations has led to an increase in support services for Title I and Special Education. Third, reflecting a national trend, there has been an increase in the number of students with very complicated special needs that require a space to provide services.

Over the past two years our school has converted storage rooms, moved the preschool program out of the building and into SAU 14 building, and converted one classroom into a multi-purpose room for special services. All this has placed a squeeze on space and reduced our ability to provide timely services to students. For example, moving the preschool program into the SAU 14 building reduces the amount of services our school provides. Now speech and language pathologists lose time serving students since they must travel back and forth between buildings — time that could be spent providing services if all our students were still located in one place.

Epping Elementary School would benefit from the proposed addition to the middle-high school and would likely be able to accommodate the increasingly diverse needs in spaces that are designed for people not books and custodial supplies.

### Literacy Initiative

Epping Elementary has formed a Literacy Task Force made up of teachers, administrators, parents, librarians from our town's Harvey Mitchell Library as well as University of New Hampshire professors to look at ways to improve student achievement in reading and writing. The school hopes to do for Language Arts what has been done for Mathematics, that is, create a plan for improving instruction and improving opportunities for parents and very young children to get access to high quality reading resources in Epping.

The school has already taken some early steps in this process. Last summer, UNH Professor Paula Salvio conducted a five-day workshop for over 25 EES teachers on Balanced Literacy instruction. Teams of teachers are tak-

ing graduate courses at the school in a program called "Learning Through Teaching" in which they observe each other's classrooms and meet after school to discuss these observations. Last summer the school developed and ran its first "Kinder Kamp," a four-day summer orientation to kindergarten to assist children with identified needs for extra help. The school also hired a second Title I reading tutor and is exploring the use of technology to help student reading.

### Other Initiatives

The Wellness Committee and PTO have teamed up for healthy snacks at snack time. Teacher Nancy Bernard obtained a \$1000 grant from the NH Cholesterol Foundation that is being used to subsidize the cost of such items as cheese sticks and yogurt so that the PTO can still sell them at the regular rate of 25 cents a snack. Led by fourth grade classes Epping Elementary teamed up with the NH Geographic Alliance to teach science and ecology through Vermicomposting. Students recycled food waste from the cafeteria and newspapers from the library that were fed to worms who created rich soil to use in our school gardens.

### Technology and Literacy at Epping Elementary School

Epping Elementary is the site of two new programs that use technology to improve reading. This fall Epping Elementary introduced Accelerated Reader, a new reading program that is based on computer technology, to help improve reading in grades two through five. If any of you remember the old SRA reading boxes you will see its similarity to Accelerated Reader. Students read real books and then take brief computerized tests on their comprehension. The results give students instant feedback on how well they are reading and help the librarian identify the type of book and reading level that is appropriate for the students.

Grade 1 is taking part in a national study on the use of technology to

help teach reading that is sponsored by the federal government. The school received 12 computers, software and training to try out a reading software program in two classrooms. The software is used as one part of regular reading instruction in those classes. At the end of the year these students will be tested and the results will be compared to classes where the technology was not used.

### Artist in Residence Program

Once again, Epping students are taking part in the Artist in Residence program. Every K-5 student will have the opportunity to work with ceramic artist Rob Rossel to create tile murals that will complement the four gardens and sets of sculptures created during the last two residencies. The school will hold a "community clay night" in which family and community members will have an opportunity to come in and create a tile to put into the murals, or to take home. The Artist in Residence program is funded by a grant from the NH Council for the Arts, funds from the Epping School District, and money from assorted fund raisers conducted during the year.

### Award Winning Teachers

Several Epping Elementary School teachers have been recognized for their work on behalf of students. Last June, Grade 2 teacher and BSI Committee member, Barbara Demers was recognized as the WalMart Local Teacher of the Year and a check for \$1,000 was

presented to the school in her name. In September, she was chosen WalMart's New Hampshire State Teacher of the Year and this time the school received a \$10,000 check in her name. The money has gone to purchase new technology, support the Artist-in-Residence program and to help train teachers in effective reading and writing techniques. The Rockingham County Woodland Owners Association presented Grade 4 teacher Lisa Madison with their annual Educational Award for her work in environmental education at our school. At the NH Council for the Arts annual conference, art teacher Colleen Schmidt was selected as the Artist-in-Residence Coordinator of the year. Kindergarten teacher Robin Yergeau was recognized for her work in mathematics at the annual conference of Northeast Regional Alliance for Mathematics and Science Education in Newton, Massachusetts.

### Enrichment Courses

After-school programs this year included a Homework Club, Study Buddies, Passport Around the World, Math Recovery, Adventure Club, French and Destination Imagination. Before-school programs include Jump Rope Club, Math Recovery, Friendship Club, Safety Skills and Library.

### Student Service Projects

Epping students conducted a number of service projects. Mrs. Harris's grade 4 class worked after school and made crafts to raise money for the SPCA. The

## Statistical Data: School Year 2003-2004

	Average Daily Membership	Average Daily Attendance	Percent of Attendance
Elementary	388.5	373.5	96.2
Middle School	266.6	254.9	95.6
High School	408.1	386.0	94.6
Kindergarten	31.5	29.7	94.1

Student Council, under the direction of Mrs. Keeler and volunteer Elaine Lamothé, organized a variety show for the tsunami victims of southern Asia. They also sent letters, pictures and Christmas cards to our troops in Iraq, conducted a food drive at Thanksgiving, collected tab tops for the Shriners, and box tops for school supplies, as well as conducted a brief fundraiser for the Exeter Area Chamber of Commerce Children's Fund. Kindergarten classes joined in and did chores to donate to the Student Council effort.

### Continuous Teacher Training

Epping Elementary teachers take their training very seriously and participate in a wide variety of training directly geared to improving student learning. Twenty-five teachers studied Balanced Literacy instruction over the summer. Eight teachers are working with a science consultant from the Northeast Regional Alliance to implement new units of science instruction. Thirteen more are participating in the Learning Through Teaching program mentioned earlier. Others have studied new assessment techniques in mathematics and science.

### Volunteers

For the second year in a row Epping Elementary was recognized as a Blue Ribbon School for the many, many volunteers who help out at our school. Thanks to parent volunteer Abby Constantineau and Guidance Counselor Toni Brown who recruited and trained new volunteers and managed the schedules of the many veteran volunteers.

### Epping PTO

The PTO has been and continues to be a major supporter of Epping Elementary. Last year's PTO fundraisers helped pay the cost of bus transportation for field trips, sponsor performances by a storyteller and evening lectures for parents. The PTO purchased and installed a new piece of playground equipment that includes a slide and miniature rock-climbing board. PTO volunteers

operate a daily snack program, put on ice cream socials and occasional school dances. Thank you, PTO.

Many thanks to the dedicated people — parents, teachers, custodians, aides, food service workers, office staff, and volunteers — who dedicate their work for the benefit of our students and who make this school a wonderful place to learn and grow. If you would like to see this dedicated staff working with great kids, please feel free to call our school at 679-8018 to arrange a visit.

*Mark Vallone*

*Epping Elementary School Principal*

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## Middle/High School

Epping Middle High School opened the 2004–2005 school year with 702 middle and high school students. 430 students were enrolled in grades 9–12 and 272 students made up our 6th, 7th and 8th grade. This is the last year that we will be bringing in students from the Fremont school system; however, we won't see a significant decline for at least two more years. Our projected enrollment for next year is approximately 690 students. Post-secondary attendance was at 65% for the class of 2004 and we continue to strive towards our vision of a post-secondary attendance rate of 90% by 2007.

Epping Middle High School opened its doors in the fall of 2004 with a new polish and the focus on a much needed overhaul. We completed phase I of our five-year master plan which included the expansion and renovation of the cafeteria, renovation of the entrance foyer to the gymnasium, and construction of handicap accessible restroom facilities. We are in the midst of phase II and III for presentation to the town voters for approval on March 8, 2005. I am very excited about this project because it will meet the educational needs of our children, open up needed space in the elementary school, and provide a truly enhanced sense of pride among the

kids, staff and members of the Epping community. The project includes providing the following improvements and upgrades:

### A middle school annex to accommodate the 6th, 7th and 8th graders

- This will provide us with a legitimate middle school model allowing us to present a "Best Practice" model of education.
- We will be able to meet middle school state standards in all areas including technology education, Family & Consumer Science and Health. Presently we do not have the facilities to provide these programs to middle school students.
- Move the 6th graders together with the 7th and 8th graders to provide a true middle school model.

### Completion of new high school gymnasium facility

- This will allow us to offer more physical education opportunities for all our students.
- It will allow us to have adequate practice facilities so that our students are not practicing until 9:00 PM on school nights. This time should be spent on academics and family time.
- The gym will be large enough to accommodate all visitors for basketball games and other events. We have outgrown our present facility.
- This facility will be utilized by the community for a myriad of events including other basketball leagues, voting, town gatherings and cultural presentations.
- It will be a state of the art facility that will be designed with an important message; probably the primary facility that invites people from outside our community is the gymnasium during high school basketball games. The message will be clear: "We are proud of our kids, we are proud

of our town and welcome to Epping!”

### Design of a state of the art science wing for the high school

- This will include the addition of two new laboratory classrooms and a renovation of two other rooms.
- This will allow us to provide a science program that will allow our students to compete equally with students of other New Hampshire high schools so that they will have the same post-secondary opportunities.
- The new and renovated rooms will also meet all state and national codes in terms of ventilation, safety resources and supporting resources including gas, electricity and water.

As I reach the mid-point of my third year of principal at Epping Middle High School I remain excited and energized with the focus and resolve to attain the vision of delivering to the Epping community a “World Class School”. We have wonderful students, an outstanding and dedicated staff and thoughtful and caring parents. There are several programs and initiatives in place to support our goals for academic success, enhancing the morale of students and staff and providing a safe environment for all members of the EMHS community. We are in the midst of our NEASC (New England Association of Schools and Colleges) reaccreditation process. This is an intense two-year process that requires a tremendous contribution of time and energy from our faculty and culminates with an evaluation visitation in October of 2005. The process is tedious, meticulous and demanding but will be worth it with a result of a ten year reaccreditation after the fall visit. This fall we asked the NELMS (New

England League of Middle Schools) organization to come in and evaluate our middle school. The result of that visit was a recommendation that we provide our students with a middle school facility physically designed and curriculum based for a “Best Practices”



*Fourth-grade students learn about recycling and ecology through their vermicomposting project with the NH Geographic Alliance. Photo by L. Madison.*

model. Focusing on morale we continue to promote our Student/Teacher Friendly Competitions, dances, assemblies and pep rallies. This year we had our first official “Homecoming Weekend” which included a bonfire, games and competitions, a Dunk Tank, home games for volleyball, soccer and football and great food!! The middle and high school student councils have become re-energized and are providing the students with many opportunities to enjoy and celebrate their school experience.

Co-curricular activities are an essential piece in completing a student’s school experience. Our students have been very active and have represented Epping with grace and class. We had a very successful fall season in athletics highlighted by our girls’ soccer team

finishing the season ranked third in the state. The boy’s soccer and girls’ volleyball team also qualified for the post-season tournament. This was the first season that our football program participated at the NHIAA varsity level and they had an exiting and encour-

aging season. Several students from all four teams were chosen to all-state and all-area teams. The basketball teams are in full swing with the girls’ team presently ranked fourth in the state and the boys’ team working very aggressively towards a post-season spot. The Spirit team continues to improve dramatically every year and is expected to do very well in state competition in mid-February. We have several clubs that are very active allowing our students to participate in and network with many other students throughout the state. Active organizations include the Chess Club, Golf Club, Destination Imagination, Improv Club, Granite State Challenge, Outing Club, French Club, Art Club and Youth & Government.

Our students are also making wonderful contributions to the com-

munity and excelling in the arts. Several student-driven community service projects have been very successful including National Honor Society service projects, the Locks of Love Program, Friends Helping Friends, Toys for Tots, Make-A-Wish Foundation, Denim Days, Big Brother/Big Sister Bowlathon and the Tsunami Relief Efforts. We have had students make significant contributions to the New Hampshire music scene being selected to the All-State Classical Music Ensemble, Jazz Team, and Chorale Festival. Our top musicians have also represented Epping at the All New-England Jazz Festival. Many of our students have actively participated in our theatre productions. Presently, the middle school students are preparing for a production of “Bye-Bye Birdie” in March.

Curriculum improvements and enhancements continue to be a central focus as we strive towards that goal of being a “World Class School”. An important component has been the enhancement of our AP program. This year we are offering AP Statistics and Ancient Civilizations. For the 2005–2006 school-year we will be adding AP U.S History and Calculus and the plan is to add AP Biology, Art and English in 2006–2007. Our Curriculum Coordinator is working with middle school and high school faculty members to develop a clear, cohesive, user friendly curriculum that permeates across the K–12 spectrum. All new faculty have been integrated into an effective mentoring program that will create a wonderful support base for these teachers. One of our greatest concerns is that we have a plan to keep top-notch new teachers to create a nice balance with our excellent veteran staff. Last year we also initiated an Advisor/Advisee program for 6th and 7th graders and this year expanded this plan to the 8th grade. Our goal is to incorporate this program throughout the high school by the fall of 2007.

As I complete my third year as principal at Epping Middle High School, I would like to express my thanks and

gratitude to all the community members in Epping who have been so helpful and supportive in our quest to promote success for all our kids. We have an outstanding group of kids, a gifted and dedicated staff and caring and loving parents. I am proud to travel around the state letting the people of New Hampshire know that I am a member of the Epping school community. I come to school every morning energized and excited about working with and supporting your kids. I firmly believe that every one of our kids can be successful and look forward to providing them with those opportunities for years to come.

*Respectfully Submitted,  
Michael L. Sanz  
Epping Middle/High School Principal*

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## Director of Curriculum & Instruction

The Epping School District continues to progress in the areas of curriculum and instruction with the continuation and evaluation of previous programs reported to the community over the last two years as well as with the introduction of new initiatives during the 2004–05 school year. This annual report highlights several of the areas that best represent our efforts.

### Ongoing Initiatives

As reported last year, several departments at Epping Middle High School as well as the Grade 2 teaching team piloted **curriculum mapping**. The results of that effort are a consensus math map for the second grade that coordinates math instruction between teachers and classroom that will best ensure students are receiving a similar experience. Middle school science staff presented their maps to the School Board and demonstrated the features of the web-based mapping program to inform instruction, and to more effectively coordinate science between

grade levels. Ultimately, mapping will be the instrument for articulating and coordinating our curriculum PreK–12 as an ongoing process.

This year, all grade level teams at the Elementary School are working on their consensus math maps, which will be available for the public to view on the school’s website by the end of this year. Epping Middle High School has been working on a form of mapping for the past three years in preparation for the NEASC accreditation visit during the 2005–06 school year. Maps for all subject areas, grades 6–12, will be posted on EMHS’ website as of the end of this school year. The advantages of mapping are many, but the more immediate benefits include better communication regarding curriculum between teachers, as well as between educators, parents, and the community at-large. Mapping also eliminates the notion that curriculum is static and only updated periodically. Additionally, mapping will provide opportunities to better personalize and address curriculum needs for groups or cohorts of students as they progress through the Epping School District.

Mr. Vallone and the Elementary staff have completed the process for implementing **Everyday Math** into the school’s curriculum and we are monitoring its use and effectiveness through the mapping process, and local and state assessments. To provide continuity and pursue best math practices, we’ve adopted **Mathscape** as a standards based math curriculum for grades 6–8. The Mathscape decision was based on our middle and high school math teachers investigating the program through workshop presentations at UNH and visits to other school districts using the curriculum. Training for our teachers was provided last spring and summer, and there have been ongoing, collaborative training opportunities throughout the school year with other school districts.

### New Initiatives

This past summer, the Elementary staff

participated in a **Balanced Literacy** Institute conducted by Dr. Paula Salvio, Director of the Literacy and Schooling program at the University of New Hampshire. That effort was followed up with Mr. Vallone and his staff forming a Literacy Task Force to best address the school's needs, and implement best practices for literacy by using a similar process for adopting Everyday Math. The task force has met several times; and has conducted a staff survey to assess literacy instruction and activities being done at the Elementary School as well as identify specific staff training needs to achieve a balanced literacy model in all classrooms. Teachers have continued to work with Dr. Salvio as well as with other UNH instructors through the Learning Through Teaching program, which closely examines and supports teachers' classroom literacy practices with students.

### **Teacher and Administrative Professional Development and Assessment**

The District continues to offer on site professional development to support both the curriculum mapping process and literacy, including areas like reading/writing workshop, writing across the curriculum, differentiated instruction, and portfolios and assessment. Over the past two years, there have been over 40 teachers taking UNH courses on site. These courses are tailored to and directly support classroom instruction; and have had teacher representation from the elementary, middle, and high school staffs. Subject areas have included: English and language arts, foreign language, art, science, math, social studies, music, special education, and virtually all elementary grade levels.

This year administrators from the central office and both schools are taking a **Portfolios and Assessment** course, where they are immersed in various aspects of literacy that will help them support teachers and students in this area. The course will also inform them of the use of portfolios

as an assessment tool for teaching and learning. Administrators and teachers, who have previously taken the portfolio course, will join together to create a collaborative use of portfolios that will eventually connect adult and student learning in our schools.

Finally, the District has participated in a grant funded **Teacher Mentoring Program** this year that has replaced our own in-district program from the previous two years. The Seacoast Professional Development Center applied for and received a 3-year grant that supports training for our mentoring teachers over the summer and throughout the school year. As an administrative team, we have identified that reducing the staff turnover is a critical component to any school improvement efforts. This current mentoring program provides a level of training that should help in the effort to retain newly hired staff.

I would like to thank Superintendent Munsey and the Epping School Board for their continued support, as well as the principals and teachers who put in enormous amounts of time and effort on behalf of students. I would also like to thank Jon Altbergs who served as Curriculum Coordinator at EMHS this year in my absence. Mr. Altbergs has done an excellent job with facilitating our curriculum writing and mapping efforts, and has worked with a variety of departments to review curriculum and assessment issues that are linked to student achievement.

*Respectfully Submitted,*  
*Gary Tirone*  
*Director of Curriculum & Instruction*

### **Director of Special Services**

The Epping Special Education department opened the school year working on literacy initiatives to increase student learning and achievement for students with disabilities in compliance with No

Child Left Behind (NCLB), N.H. Rules for the Education of Children with Disabilities and the Individuals with Disabilities Act (IDEA).

The Special Education staff continues to move forward with their collaborative curriculum efforts currently being developed and mapped in both schools. Additionally the staff continues to work on programs that support school-to-work options, minimizing school drop out rates, and increased participation in post-secondary options for students with disabilities. The staff is to be commended for their creative approach to finding effective ways to deal with space constraints as they provide high quality instruction in both buildings.

As of December 31, 2004, 184 Epping students with disabilities were being provided special services. At the Elementary school level 15% of the Epping Students were identified as having an educational disability. In the Middle High School, 15% of Epping students are identified.

The Epping School Special Education Department provides in-house services such as speech and language therapy, occupational therapy, behavioral consultation with our in-school psychologist, support services from our adjustment counselor and adventure-based counselor. We continue to provide high quality evaluations within the district with limited outside contracts. We provide services for physical therapy through a certified contracted employee. Itinerant teachers such as teachers for the hearing impaired or visually impaired are contracted as needed.

I would like to thank the parents, staff, superintendent, and school board for the enormous amount of time and effort given on behalf of all Epping students. It is a pleasure to serve a town that continuously supports its educational community.

*Respectfully submitted,*  
*Catherine Zylinski*  
*Director of Special Services*

# Facilities Master Plan Report

March 2004

## Overview

In March of 2003, the Epping School Board was in receipt of a February 28, 2003 letter from the New England Association of Schools & Colleges, Commission on Public Secondary Schools (attachment 1) that placed the Epping Middle-High School on warning for concerns regarding its adherence to Commission standards. Several areas highlighted in the letter dealt with facility issues. In the summer of 2003 an ad hoc group consisting of two school board members, the Epping Schools facility manager and two community members met to discuss the findings in the letter and how best to address the issues. From that ad hoc group a recommendation was made to the School Board to establish a Facilities Committee to create an Epping School Facilities Master Plan for the community. On August 14, 2003, the School Board formally organized the School Facilities Committee with the following charter:

*"To recommend a long-term facilities plan for additional instructional and recreational space using a multiple phase approach per Epping School District Three-Year Plan"*

Through recruitment via local media channels, community members volunteered their time and effort towards making the charter a reality. From September 2003 to March 2004 they created the Epping School Facilities Master Plan that is presented to the Epping School Board and the Epping Community on the following pages. The members of the Committee were:

*Mrs. Colleen Schmidt  
Mrs. Teresa Kucera  
Mrs. Cathy Tucker  
Mr. George Kimball  
Mr. Gary MacLeay  
Mr. Scott Booth  
Mr. Jeff Nollet*

*Mr. Joe Foley  
Mr. Bob Lonek  
(Mrs. Robin O'Day, Mr. Mike Sanz and Mr. Mike Brazil also contributed their time at meetings.)*

The committee would like to thank the community of Epping for their input during the process and is pleased to present a blueprint for future growth of our Epping School Facilities in this document.

*"The ox plows slowly, but the earth is patient."— Unknown*

## History of Existing School Facilities

The Epping School District currently consists of three buildings (Attachment 2). The first building is currently occupied by the SAU #14 administrative staff and also houses the Head-Start program. This building was previously used as an Elementary School before it no longer became a viable facility for that use.

The second building is the current Middle/High School complex. It was originally built in 1964 and was called the Carrie Odiorne Junior School and housed grades 7 and 8. The cost to construct the building was \$170,000. In 1968 a gymnasium/classroom addition was built onto the existing school at a cost of \$150,000. In 1979 the final addition to the existing school was added at a cost of \$1,700,000. The school at that time housed grades 5 through 12 with a student population of 487 and a capacity of 550. In 2001 a two-classroom portable unit was added.

The third building is the current Elementary School, which was built in 1988. When completed the 5th grade was moved from the Middle/High School to the new Elementary School. In 1999 an addition was added to the school at a cost of \$900,000 and 6th grade students were moved into the Elementary School because of space

problems at the Middle/High School. Capacity for the Elementary School is 500 students.

In addition to the buildings the Epping School District has one softball field, one baseball field and one multi-purpose field behind the existing Elementary and Middle/High Schools and one multi-purpose field behind the SAU building for use by the various school and community athletic programs.

In 1998 the School Board contracted out a feasibility and cost study for Elementary and Middle/High School additions. The voters of Epping approved the Elementary additions and improvements at a cost of \$900,000. The Middle/High School additions and improvements were estimated at \$8,000,000 (renovate existing, additions, gym/café, science classroom upgrades, auditorium and kitchen equipment).

In 1999 the voters agreed to form a Cooperative agreement with the neighboring town of Fremont to explore a Cooperative High School building to benefit both communities. The Cooperative School Board retained Berard Masse to conduct an educational and facilities needs analysis in order to develop a program of spaces for the proposed Cooperative High School. With the firm of Keyes Associates and Hutter Construction, the Site Review Committee and Building Committee developed proposals for both the site and buildings for the two communities to approve.

In March of 2000 the first vote for this Cooperative High School received a majority vote but failed to receive the necessary 2/3rds vote to pass. On September 28, 2000 the firm of Keyes Associates provided the School Board with a Feasibility Study of the Middle/High School facilities. In that study the deteriorating condition of many areas of the school were highlighted.

In 2001 the final year of the Cooperative agreement, the Cooperative

High School failed to meet the 2/3rds requirement by 5 votes. On December 17, 2001, Yeadon Associates supplied the School Board with recommendations to improve the existing heating, ventilating and air conditioning systems in both schools and reviewed the mechanical plans. In June 2001 a special district meeting was held to vote on whether to purchase the Williams property. This vote failed.

In 2002, the School Board put before the voters a new High School building that would be just for Epping students as the Cooperative agreement had expired. This warrant article was soundly defeated. Additionally, two warrant articles were put before the voters to expend funds for renovations to the HVAC system and replace windows. Both of these warrant articles passed. In May of 2002 Berard Masse was again hired by the School Board to update the 4 year-old educational program and facility needs for the Middle/High School.

In 2003 a warrant article was proposed to fund the continued replacement of windows in the Middle/High School, which again was voted on favorably by the community. Also in 2003 Epping voters agreed to purchase 20 additional acres of land for future use. This brought the total acreage at the Elementary and Middle/High School complex to roughly 49 acres. In February of 2003, the New England Association of Schools and Colleges Commission on Public Secondary and Schools placed the Middle/High School on warning for concerns regarding its adherence to the commission standards (attachment 1). The commission highlighted many facility shortfalls within the school. The New Hampshire Department of Public Schools of the Department of Education (DOE) notified the Epping School District that they were in jeopardy of losing their approval and funding unless the district took immediate steps to correct deficiencies (attachment 2). The DOE holds each district accountable to a set of minimum standards covering all facets of education such

as programs, facilities, class size staffing and other categories that impact the quality of a student's education in New Hampshire. In September of 2003 the School Board retained David L. Vincent, a land surveyor to survey the existing school property and provide an existing conditions survey, which was used by the Facilities Committee to plot out present and future locations of buildings on the site.

**Current population demographics and future projections**

As of 2002, the New Hampshire office of State Planning showed a population of 5,786 residents in Epping. As of March 2004, there are 472 students attending Pre K through 5th grade and 553 students in grades 6 through 12 (please note: the Facilities Committee as of this compilation is aware of the successful vote concerning Fremont students and their impending departure to Sanborn High School over the next 3 years. We have not included their student numbers in this report). In the 2002 report by Berard Masse commissioned by the School Board, they predicted the following populations:

School Year	1-Yr Grade Progression	3-Yr Weighted Progression
<b>Grades 1-5*</b>		
2004-5	435	417
2007-8	412	388
2011-12	425	402
<b>Grades 6-8</b>		
2004-5	257	266
2007-8	272	267
2011-12	250	239
<b>Grades 9-12</b>		
2004-5	290	304
2007-8	302	326
2011-12	370	348

*\*Please note this does not include K or Pre-K. In March of 2004 there were 91 students enrolled in K and Pre-K.*

In the 2002 report by Berard Masse they expected total Epping student population in grades 6-12 to fluctuate between 570 and 590 showing a modest increase in 2007-8 to 593 stu-

dents and then tapering off to around 587 students in 2011-12 where they predicted it would remain steady. The Masse group (while excluding K and Pre-K) projected relatively flat growth in the Elementary sector.

The figures estimated by the Mr. Masse in the 2002 report were corroborated in January of 2004 when the School Board commissioned Mr. Peter Francese to speak before the board in regards to future demographics and the Epping School District. Mr. Francese also predicted very little growth in the future population of the Epping Schools. A very modest 1 or 2% growth rate at most is all he recommended to be considered.

Based on the two assessments of independent reports and the current population at each school, the Facility Committee felt comfortable with creating a master plan based on a population figure of 520 students in grades pre-K through 5 and a population figure of 590 students in grades 6-12.

**Data Gathering and Facilities Survey**

In an effort to put together the best possible Master Plan, the committee took advantage of information gained from previous school building proposals, past school reports noted in sections 1 and 2, past Annual Town Reports, site visits to new schools, information requested from the current school principals, the NEASC report and a community survey.

Using information from previous attempts at constructing schools within Epping, the Facilities Committee tried to get some sense of previous voter sentiments in regards to funding building initiatives. Because of the changing nature of the Epping community (rural to middle class) and voting requirements, it was difficult to establish a common ground as to why some building initiatives passed while others failed. Despite having a majority vote for the Cooperative High School on both occasions the necessary 2/3 requirement was not met causing defeat. The community defeated the Epping High School initiative in

2002 overwhelmingly. Additionally, in both facility studies conducted in 2000 and 2002, both organizations (Keyes Associates and Berard Masse) could not come to a conclusive recommendation based on existing conditions as to which were the most prudent course of action to take (renovation or new building). Without clear-cut documentation to support the courses of action chosen by the various School Boards to pursue a new High School by impartial professionals, this too may have created seeds of doubt with the voters.

In preliminary discussions within the Facilities Committee it became evident that with the findings from both the NEASC report, the DOE and from additional input from the School Principals, the number one need for the committee to address was increasing the availability of classrooms at the Middle/High School. Towards meeting this goal two options were discussed: adding on to the existing structure or building a stand-alone classroom addition. The committee was fortunate enough to learn that Souhegan High School in New Hampshire had just completed a new annex/addition to their high school that added space for 500 students. A site visit was arranged and members of the committee were able to tour this \$5.6 million dollar facility. The architectural firm of Lavallee/Brensiger provided the committee with the plans of this facility (attachment 4), which proved to be of great benefit in conceptualizing a potential addition, as well as, the cost for such a facility.

The committee then created an Epping School Facilities Survey (attachment 5) that was sent to each household in Epping, to get community feedback and guidance in regards to the creation of the Master Plan. Overwhelmingly respondents supported the number one priority identified by NEASC, DOE and our Principals; the need for additional classrooms was the top choice by a 4 to 1 margin. Additionally:

- 87% of the respondents said that quality facilities were important in

education

- 92% believed that there was a space crisis in the current MS/HS with almost half stating the reason as being that the problem has been growing.
- Surprisingly, over 53% of the respondents said they would support a renovation project up to \$14 million dollars.
- 65% also stated that they believe the 6th graders should be part of the middle school (grades 6–8), not part of the elementary school.
- 3/4ths of the respondents were also in favor of pursuing various agreements with other towns to help lower the costs of future construction/renovations.

The final factor influencing the Master Plan was the NEASC report (attachment 1) that highlighted the limited space for special education classes; the housing of the sixth graders in the elementary school; inability to expand programs because of lack of space; inadequate cafeteria space; inadequate conference and office space; lack of permanent classrooms for art teachers; lack of appropriate space for many classes including science labs and the deplorable conditions of the girls' and boys' locker rooms off the gymnasium.

#### **Assumptions made in creating the Master Plan**

The committee's main concentration during the creation of this Master Plan was on future buildings and facility needs as they relate to existing conditions and potential growth within the community. We also wanted to ensure that all phases of the Master Plan were cohesive and would not be compromised or made obsolete when future phases were implemented. The committee also recognized the need to continue the upgrades and renovations at the two existing schools. Every effort by the School Board, working closely with their facility manager and past condition reports, should be made to correct

deficiencies and prolong the life of the buildings through periodic renovation projects. In order to do this on a regular basis as required by the DOE and starting in 2005, **the Facilities Committee recommends a 'punch-list' be created to upgrade the current deficiencies at both schools and the costs to correct these items should be budgeted.** A good example of this is the replacement of windows within the high school over the past two years through warrant articles. Some of the known needs within the buildings that the committee and previous reports recommend for continued oversight are: Air conditioning/HVAC improvements; window replacement; boiler replacement; upgrade toilets; replace carpeting; ADA code compliance; roof replacement; science lab upgrades; asbestos floor tile removal and any other necessary upgrades.

Discussions on the future use of the current SAU 14 School Building did occur however, it was determined that the complexity of the issues within that building was beyond the scope of this committee. **The Facilities Committee recommends that the School Board form in the near future a separate committee to study the best possible uses for the SAU 14 building.**

#### **Recommended 2003/4 Facility Improvements**

*Please note: the compilation of this final report for the School Board has taken place after the March 2004 Epping Elections and Warrant Article Vote. The committee is thrilled that both Master Plan items put forth before the voters were overwhelmingly approved. The School Cafeteria Renovation was approved by a 1,241 to 209 vote and the Multi-Purpose Sports Fields and Track Project was approved by a 1,199 to 250 margin.*

As the overall Master Plan was being developed, it became apparent early to the committee that in order to put anything before the voters of Epping for consideration in 2004, that any major project including classroom

additions, would require much more information and detail within a finite period. The committee reluctantly accepted the time constraints as being prohibitive in creating a viable and comprehensive plan for the voters to absorb in such a short period of time. Because we thought classroom additions would be the cornerstone to the Master Plan, we felt it would be wise to err on the side of caution. We prioritized other improvements that would still benefit the Master Plan without compromising future facility improvements and yet could be realistically attainable within the required time frame for submitting warrant articles for consideration by voters in March of 2004.

Our first recommendation for voter approval was to renovate the existing high school cafeteria. The cafeteria was built in 1968 and has been cited in numerous reports and by the Fire Marshall as being inadequate. At present students are being forced to eat in the adjacent hallways because the space cannot hold the number of students who need to eat during the lunch periods. In addition to increasing the size of the cafeteria by expanding into the adjacent hallway and parking lot area, the committee recommended renovating the existing bathrooms, which are outdated and small and do not meet State nor Federal accessibility standards, adding a new handicap accessible front entrance, and adding a small meeting room at the rear of the existing kitchen area (attachment 6). Regardless of future additions, the expansion of the cafeteria is necessary to take care of the current and projected population of the school.

Our second recommendation for voter consideration was to incorporate the multi-purpose sports fields and



*Sculptor Emile Birch helps art teacher Colleen Schmidt and students pour concrete into forms for garden benches as part of the Artist in Residence Program. Photo by L. Madison.*

track project into the Master Plan (attachment 7). This project will help alleviate the overcrowded field situation for the various school athletic teams as well as, community athletic leagues and teams. Additionally, parking that will be adjacent to the fields will be available to help solve the parking shortage in the school complex area.

#### **Recommended 2004/5 Facility Improvements**

**The Facilities Committee would recommend pursuing three facility improvements via warrant article votes in 2005. The first and foremost is the classroom annex/addition to the existing Middle/High School** (attachment 8). We are proposing the site location for this building be where the existing school softball field is located. Because of the survey results in regards to where 6th graders should be located, we believe that this building should become a stand alone Middle School that will house 6th through 8th grade students along with staff offices, administrative offices, meeting spaces

and a small ancillary cafeteria. The classrooms should be designed to high school area standards to provide flexibility of use. In addition we feel it is very important that this facility be designed for community use during evening and summer hours when school is not in session. The Souhegan addition (attachment 4) is a good model from which to base the new addition on. This addition would address the number one need within the school district of additional classrooms, plus enhance curriculum opportunities, meeting space, staff space and the 6th grade-housing dilemma. We are recommending that the new addition be able to accommodate at a minimum 400 students which will allow future growth if needed. The addition will also allow the portable classroom units to be removed realizing a savings of approximately \$20,000 per year. **The committee recommends that a new Middle School Building Committee should be chartered by the school board by the end of April 2004 and consist of at a minimum: a School Board**

**member, school administration, teachers, students and community members.** The goal of this committee should be to formulate a viable Middle School Annex/Addition that should be ready for presentation to the community by October 1, 2004 so that the School Board will have adequate time to publicize and present the proposal to the voters of the community.

**The second warrant article that we recommend pursuing for 2005 is a gymnasium expansion to the existing Middle/High School** (attachment 9). As noted in the NEASC report our locker rooms were categorized as deplorable. In addition because of the physical size of the existing gymnasium, Physical Education classes can only be offered to a small portion of the MS/HS student body at any one time. The expansion would incorporate building two additional courts onto the east side of the existing gymnasium and new locker room facilities. The potential also exists to add a weight room and classroom within the expanded facility. To realize savings we recommend that the firm selected to design the Middle School Annex/Addition also design and provide cost estimates for this expansion project. This will enable the district to construct the gymnasium project in another year if the cost is too prohibitive. Again like the Middle School Annex/Addition, this project will also benefit the many athletic programs within the community and should be created with community use incorporated in the design.

**The third warrant that the committee recommends in 2005 is the purchase of the Allen property (adjacent to the southwest corner of the existing school property).** This property would allow for greater accessibility to the school property as a whole and better traffic flow throughout for normal and emergency traffic. While it is recognized that Prescott Road is heavily traveled, the long frontage of the Allen property allows for

reconfiguration of the entrance for increased safety and traffic flow.

### **Recommended Future Facility Improvements**

**The remaining facility recommendations to the Master Plan would benefit the community at any time upon the decision to go forth with the projects.**

The first facility is an Auditorium located between the existing Elementary School and MS/HS buildings (attachment 10). The auditorium would seat 400–500 students and would be used by both schools for assemblies, concerts and plays. At the rear of the auditorium would be classroom space for the band, choral, art and theater curriculums to be held. The auditorium would also provide the Elementary School with direct access to the proposed Middle/High School Gymnasium. The main entrance to the auditorium would face towards the existing large parking in front of the Elementary School to take advantage of that lot during performances.

The second facility is a small gym addition to the existing Elementary School that would be attached to the current multi-purpose room (attachment 11). This would allow the ES Physical Education program to be conducted throughout the day without having to share with the cafeteria function of the ES in the Multi-purpose room.

The third facility is a new classroom addition that would be built if the student population increases at the Elementary School. This addition (attachment 12) would be built on the existing field adjacent to the Elementary School and would be designed to house the PreK through 2nd grade population. The existing Elementary School would become grades 3 through 5.

The fourth and final facility of the Master Plan is a new 600–900 student stand alone High School or Middle School (attachment 13) to be built on the land adjacent to and north of the

proposed athletic fields. This facility would be built if the student population dramatically increases beyond projections, with the existing High School becoming either a Middle School or remaining as the High School.

### **Conclusion**

As stated in a previous facility report, the current site location is ideal as a central location within our community. With the purchase of 20 additional acres by the community in 2003 and the hoped for purchase of the additional 5 acres in 2005, the Facilities Committee has chosen to continue to use this centrally located site in creating the Epping School District Facilities Master Plan. We are very excited that our recommendations will fit comfortably within the footprint of the existing site, maintaining the 'Community School Complex' atmosphere (attachment 14).

With the overwhelming support for the two facility issues on the 2004 ballot, we are excited that the community was willing to support the first two initiatives in the Master Plan.

The Middle School Annex/Addition is the next major need for our school district and the community. With proper planning and input from design professional, the community, the school staff, and administrators, we hope that the School Board will be able to successfully present this addition to the voters in 2005. Of all the initiatives discussed in this Master Plan, this Annex/Addition is the cornerstone to maintain quality educational facilities within our community now and for the future.

The remaining items on our Master Plan can be addressed as the growth of our community becomes clearer in the future.

The committee will leave you with this 'building' thought...

*"All real education is the architecture of the soul." — William Bennett*

## Attachment 1: NEASC Letter of February 28, 2003



Founded in 1885

### NEW ENGLAND ASSOCIATION OF SCHOOLS & COLLEGES, INC. COMMISSION ON PUBLIC SECONDARY SCHOOLS

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February 28, 2003

Michael Sanz  
Principal  
Epping Middle-High School  
21 Prospect Street  
Epping, NH 03042

Dear Dr. Sanz:

The Commission on Public Secondary Schools, at its January 26-27, 2003 meeting, reviewed the Substantive Change Report of Epping Middle-High School and continued the school's accreditation, but placed the school on warning for concerns regarding its adherence to the Commission's Standards for Accreditation on Curriculum and Community Resources for Learning.

Concerns prompting the warning status include:

- the limited space for special education classes
- the housing of the sixth graders in the elementary school
- the inability to expand any programs due to the lack of space
- the inadequate cafeteria that does not allow all students the opportunity to sit and eat lunch in the cafeteria
- the inadequate conference and office space which lacks sound-proofing
- the inadequate and unsafe means of storing materials
- the lack of cleanliness throughout the building
- the unhealthy conditions of the restrooms that lack locks on stall doors, sanitary napkin dispensers, and, in many cases, hot water
- the availability of only four stalls for all male students
- the lack of appropriate space for many classes including science labs

209 BURLINGTON ROAD, BEDFORD, MASSACHUSETTS 01730-1433 | 781-271-0022 | FAX 781-271-0950  
www.neasc.org

**Attachment 1 (continued)**

Michael Sanz  
 February 28, 2003  
 Page Two

- the lack of permanent classrooms for art teachers and the need for these teachers to store their materials on a push-cart
- the deplorable conditions of the girls' and boys' locker rooms off the gymnasium
- the lack of a seamless curriculum with sending schools to the high school
- the lack of a curriculum cycle and current written curriculum guides for all courses
- the lack of incorporation of the school's academic expectations into the curriculum
- the lack of appropriate class sizes limiting project-based lessons and other alternative instructional techniques

The Commission requests that school officials submit another Special Progress Report by July 1, 2003 describing action taken to complete the highlighted recommendations which are listed below:

- provide an update on the vote in March 2003 for a warrant article to purchase land adjacent to the school
- provide an update on the plan and timeline to address all identified facilities deficiencies
- eliminate the storage of items in passageways on both floors of the building
- document the inspection and approval of the boiler room and electrical outlet room by fire officials
- immediately improve the condition of all bathrooms to guarantee immediate hot water from faucets, locks on all stall doors, and sanitary napkin dispensers in every girls' room
- report steps taken to provide space for administrators, counselors, and teachers to have confidential meetings with parents and/or students
- develop and implement a cleaning and maintenance schedule

In addition, the Special Progress Report should provide information on the following:

- outline the school's plans and a timeline to implement a curriculum cycle
- explain initial work on rewriting departmental curriculum guides, ensuring that they reflect the New Hampshire Frameworks and the academic expectations in the mission, as well as include suggestions for instruction approaches and assessment strategies

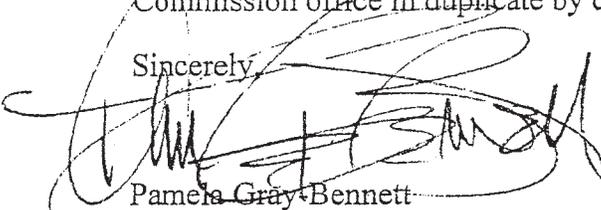
Although the Commission is concerned about some aspects of the school, it does wish to commend the following:

- the attainment of warrant articles to replace some windows, electrical and lighting issues, and repave the parking lot
- the addition of air conditioning to rooms without windows
- the addition of a portable to house two classrooms
- the attempt in March of 2003 to purchase new land adjacent to the school for the possible construction of a new facility
- the newly appointed addition of a Director of Curriculum and Instruction
- the newly written mission statement

Michael Sanz  
February 28, 2003  
Page Three

The school's warning status will be reviewed when the Commission considers the Special Progress Report. Consistent with the Commission's follow-up procedures, the Special Progress Report should be signed by the principal and chair of the Follow-Up Committee and sent to the Commission office in duplicate by certified mail, return receipt requested.

Sincerely,



Pamela Gray Bennett

PGB/rt

cc: Robert F. Bell, Superintendent, SAU 14  
Thomas Carleton, Chair, Epping School Committee  
Edmund C. Higgins, Chair, Commission on Public Secondary Schools

**Attachment 2: NHDOE Letters of January 21, 2004 and January 23, 2003**

Thursday, January 23, 2003

**COMMISSIONER'S CURRENT APPROVAL DESIGNATION**

EPPING MIDDLE SCHOOL  
21 PROSPECT ST.

SAU: 14 District: 165 EPPING

Principal: MICHAEL L. SANZ

EPPING NH 03042-2907

Superintendent: ROBERT F. BELL

School Level: MIDDLE SCHOOL

Estimated Enrollment:

Status

School ID:

26505

02-03 WITH DELAY IN FULL COMPLIANCE

Expires: 6/30/2003

Conditional Approval Year: 1

STANDARDS TO BE MET (if any)

STANDARD CODE

STANDARD DESCRIPTION

DATE TO BE MET

306.06(a)(5)

Ancillary Spaces

6/30/03

*Kathleen M. Moulis*

Kathleen Moulis, Consultant for Public School Approval 603-271-3759

Thursday, January 23, 2003

**COMMISSIONER'S CURRENT APPROVAL DESIGNATION**

EPPING MIDDLE HIGH SCHOOL (H.S.)  
 21 PROSPECT ST.  
 EPPING NH 03042-2907

SAU: 14 District: 165 EPPING  
 Principal: MICHAEL L. SANZ  
 Superintendent: ROBERT F. BELL

School Level: HIGH SCHOOL

Status  
 02-03 WITH DELAY IN FULL COMPLIANCE

Estimated Enrollment:  
 School ID: 20515

Expires: 6/30/2003 Conditional Approval Year: 1

STANDARDS TO BE MET (if any)

<u>STANDARD CODE</u>	<u>STANDARD DESCRIPTION</u>	<u>DATE TO BE MET</u>
306.06(a)(5)	Ancillary Spaces	6/30/03
306.26	Career Education Program, High School	6/30/03

*Kathleen M. Moulis*

Kathleen Moulis, Consultant for Public School Approval 603-271-3759

**Attachment 2: (continued)**



Nicholas C. Donohue  
COMMISSIONER  
Tel. 603-271-3144

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF EDUCATION  
101 Pleasant Street  
Concord, N.H. 03301  
FAX 603-271-1953  
Citizens Services Line 1-800-339-9900

**RECEIVED**

**JAN 29 2004**

**SAU #14**

January 21, 2004

Barbara Munsey  
Superintendent of Schools  
School Administrative Unit #14  
213 Main Street  
Epping NH 03042-2442

Dear Barbara:

At its January 21, 2004 meeting the State Board of Education voted to designate the School Approval status of the Epping Middle School and the Epping Middle High School (High School) as Delay in Full Compliance with the Minimum Standards for Public School Approval.

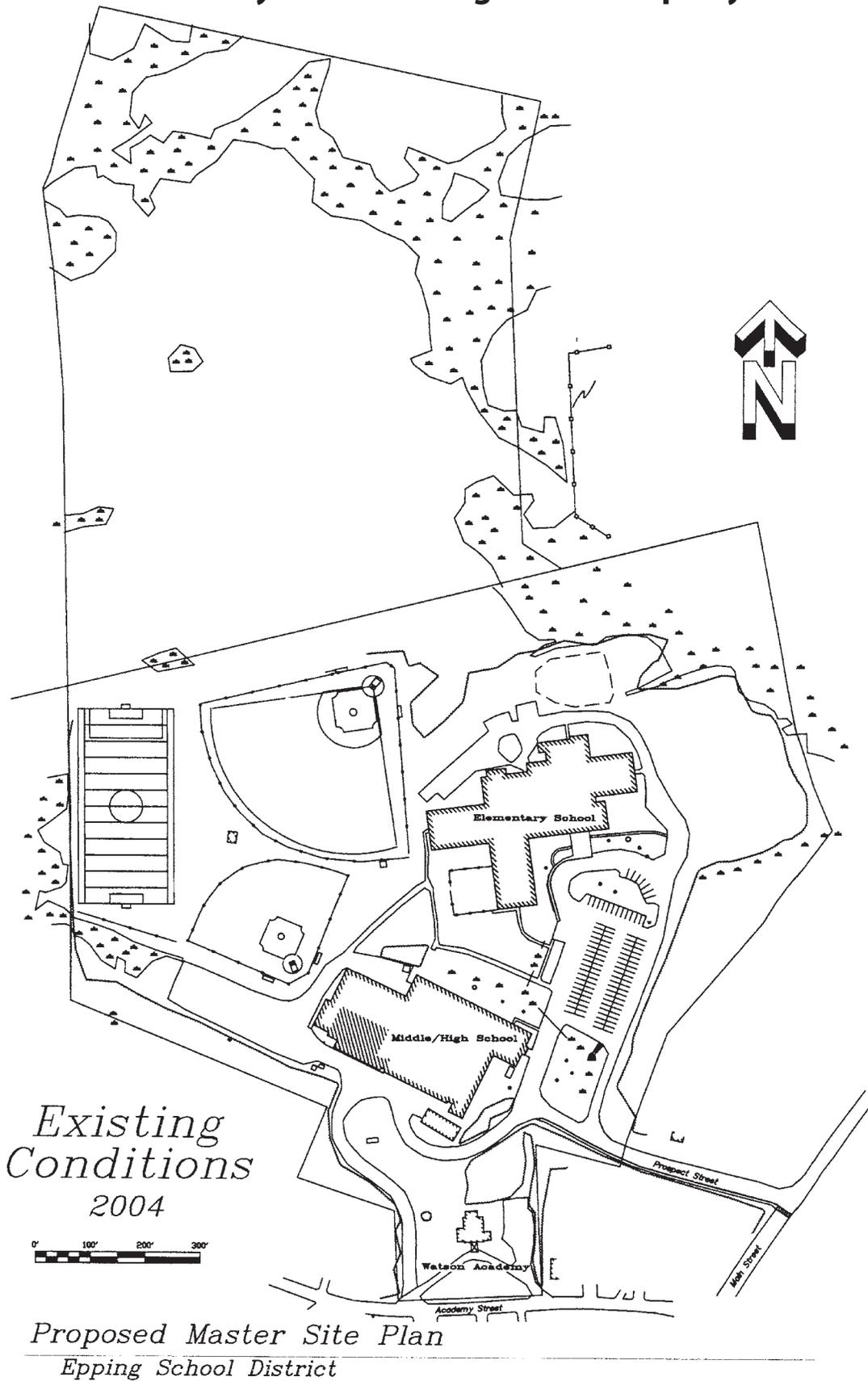
Sincerely,

A handwritten signature in black ink, appearing to read "NCD", written over a horizontal line.

Nicholas C. Donohue  
Commissioner of Education

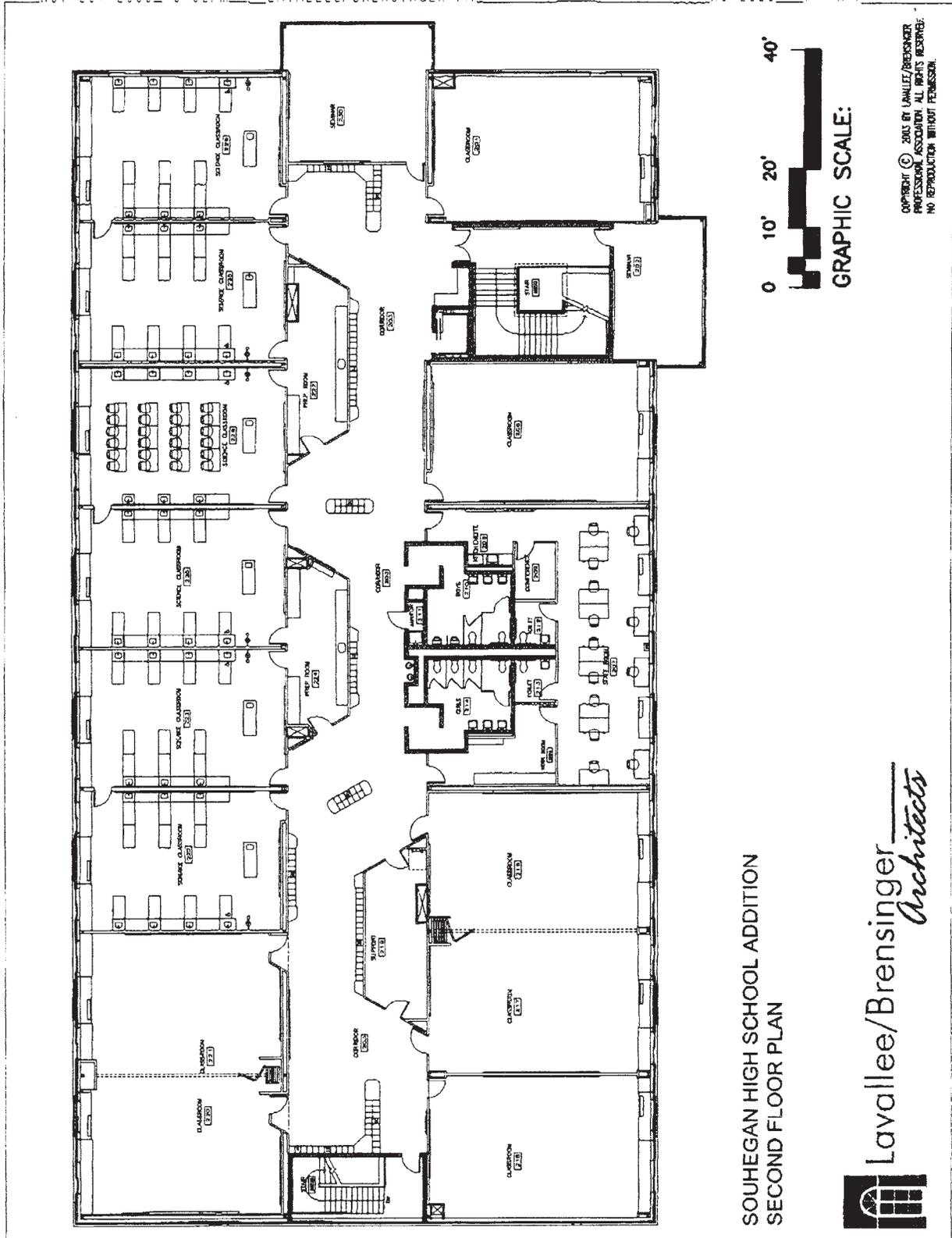
NCD:PB

### Attachment 3: Facilities Layout of Existing School Property



# Attachment 4: Souhegan HS Addition Layout

Nov. 25. 2003 6:02PM LAVALLEE/BRENSINGER PA No. 2026 P. 4/4



SOUHEGAN HIGH SCHOOL ADDITION  
SECOND FLOOR PLAN



# Attachment 5: Community Survey

## 2004 EPPING SCHOOL FACILITIES SURVEY

Please complete the survey by making a  before each item that you support or agree with the most. Please feel free to add notes or elaborate further to any question. After completing, fold along dotted lines, tape closed and put it in a Drop Box at either school, the Town Hall, the Town Library OR mail it to the SAU 14 offices by Jan 30<sup>th</sup>. Thank you for your help.

1. **How long have you lived in Epping?**  
 Less than 5 years                       5 to 10 years                       11 to 15 years  
 16 to 20 years                       More than 20 years
  
2. **Do you have children currently in the Epping Schools?**  
 Yes    If Yes what grades? \_\_\_\_\_  
 No    If No, have you in the past?     Yes     No
  
3. **How important to you are quality school facilities in education?**  
 Not Important                       Somewhat Important  
 Important                       Very Important
  
5. **Do you believe there is a space crisis in the HS?**  
 Yes: caused by:     Fremont students     Building boom in Epping  
 No                       Problem has been growing over the years
  
6. **With both the M/HS and Elementary schools currently over capacity with the 6<sup>th</sup> Grade in the ES, which option would you be most likely to support to alleviate overcrowding? (Please rank top 3)**  
 add portable buildings to existing schools                       renovate the existing M/HS  
 build additions to both existing schools (ie. High School or Middle School classrooms, larger Gym Etc.)  
 build a new Middle School                       build a new High School  
 the facility is adequate as is or with minor repairs.
  
7. **If new schools, additions or renovation projects are proposed, what amount would you be willing to support? (Notes: Figures below are based on 2003 data and remember that the State would pay approximately 30% of the cost)**  
 \$2 million renovation projects (Tax cost \$1.4 million = an ave. tax impact of \$ 1.30 per year for 5 years )  
 \$5 million renovation or addition (Tax cost \$3.5 million = an ave. tax impact of \$1.94 per year for 10 years)  
 \$7 million renovation & addition (Tax cost \$4.9 million = an ave tax impact of \$2.72 per year for 10 years)  
 \$11 -14 million new school (Tax cost \$7.4 -9.8 million = an ave. tax impact of \$3.30 - \$4.18 per yr. for 15 year)
  
8. **Would you support a long term school agreement with another town, if it meant Epping would receive for building projects 30% state reimbursement PLUS another 20% shared building cost with the other town? (For example, the 2 million dollar project above - \$600,000 (30%) - \$420,000 from other town = \$980,000)**  
 Yes     No    Yes or No, reason why? \_\_\_\_\_
  
9. **Would you support a cooperative school agreement with another town, if it meant Epping would receive for building projects 40% State reimbursement PLUS another 18% shared building cost with the other town? (For example, the 2 million dollar project above - \$800,000 (40%) - \$340,000 from other town = \$840,000)**  
 Yes     No    Yes or No, reason why? \_\_\_\_\_
  
10. **Would you support a long term tuition OR a cooperative school agreement if the tuition received was high enough to cover all costs an insure a profit that would be used to lower taxes**  
 Yes     No    Yes or No, reason why? \_\_\_\_\_
  
11. **Do you feel the 6<sup>th</sup> graders should be a part of the Elementary School and or the Middle School with grades 7 & 8?**  
 Elem. School     Middle School    Yes or No, Reason why? \_\_\_\_\_
  
12. **If an expansion to the existing M/H School OR the Elementary School were planned, which would you be most likely to support? (pick top 3 with 1 the item you would support the most)**  
 A 300 - 400 seat M/HS & E.S. auditorium                       Classroom additions  
 A New gymnasium addition                       A New library  
 A larger ES multi-purpose room                       More Parking                       Other?
  
13. **How big do you want your schools to be before constructing a building? In essence, what is the maximum number of students in each school before constructing a new facility? (The current Middle High School has a maximum capacity of 550 students and the elementary school is 500 students)**  

<b>High School:</b> <input type="checkbox"/> 501 - 600 <input type="checkbox"/> 601 - 700 <input type="checkbox"/> 701 - 800 <input type="checkbox"/> Other	<b>Middle School:</b> <input type="checkbox"/> 301 - 400 <input type="checkbox"/> 401 - 500 <input type="checkbox"/> 501 - 600 <input type="checkbox"/> Other	<b>Elementary School</b> <input type="checkbox"/> 401 - 500 <input type="checkbox"/> 501 - 600 <input type="checkbox"/> Other
---	---	--
  
14. **Additional Comments:** (We are extremely interested in your feedback and welcome any other solutions you may have. Your thoughts & ideas are the fuel for Epping's FUTURE! More space available on back side)

END OF SURVEY

**Attachment 5** (continued)

2004  
Epping School Facilities Survey

Summary of Responses

For the  
Epping School Board  
SAU 14  
Epping, NH

Date 3-1-04

**Overall Facility Survey Results**  
230 respondents

**Question 1: How long have you lived in Epping?**

52 respondents have lived in Epping less than 5 years  
 52 respondents have lived in Epping 5-10 years  
 27 respondents have lived in Epping 11-15 years  
 31 respondents have lived in Epping 16-20 years  
 73 respondents have lived in Epping more than 20 years

**Question 2: Do you have children currently in Epping Schools? (228 responses)**

46% of respondents said yes  
 54% of respondents said no

**Question 3: Importance of quality facilities? (223 responses)**

66% said quality facilities were very important  
 21% said quality facilities were important  
 9% said quality facilities were somewhat important  
 4% said quality facilities were not important

**Question 4: Do you believe there is a space crisis in the HS? (168 responses)**

92% said yes  
 8% said no

of those 92%, 47% said the reason was the problem had been growing  
 33% said because of the building boom  
 20% said because of Fremont students

**Question 5: Which option would you most likely support to alleviate over crowding?**

(\*\*\*\*please note points were awarded each option selected: 3 pts for 1<sup>st</sup> choice, 2 pts for second choice, 1 pt for third choice.)

Add portable buildings –	<u>33 points</u>
Build additions to both existing schools –	<u>225 points</u>
Build a new Middle School -	<u>169 points</u>
Facility is adequate as is or minor repairs -	<u>40 points</u>
Renovate the existing M/HS -	<u>160 points</u>
Build a new High School -	<u>393 points</u>

(cont.)

**Attachment 5** (continued)**Question 6: What amount would you be willing to support? (206 responses)**

16% would support \$2 million renovation projects  
17% would support \$4 million renovation projects  
14% would support \$7 million renovation projects  
53% would support \$11-14 million renovation projects

**Question 7: Would you support a long term school agreement with another town , if it meant Epping would receive for building projects; 30% state reimbursement plus another 20% shared building cost? (225 responses)**

73% replied yes  
27% replied no

**Question 8: Would you support a cooperative school agreement with another town, if it meant Epping would receive for building projects; 40% state reimbursement Plus another 18% shared building cost with the other town? (194 responses)**

65% replied yes  
35% replied no

**Question 9: Would you support a long-term tuition OR a cooperative school agreement if the tuition received was high enough to cover all costs to insure a profit that would be used to lower taxes? (218 responses)**

76% replied yes  
24% replied no

**Question 10: Do you feel the 6<sup>th</sup> graders should be a part of the Elementary School or the Middle School with grades 7 & 8? (218 responses)**

65% replied in the Middle School  
35% replied in the Elementary School

(cont.)

**Question 11: If an expansion to the existing M/H School or the Elementary School were planned, which would you be most likely to support?**

\*\*\*\*\* please note, points were awarded each option selected: 3 pts for 1<sup>st</sup> choice, 2 pts for 2<sup>nd</sup> choice and 1 pt for 3<sup>rd</sup> choice.

A 300-400 seat M/HS & ES auditorium.....	<u>128 points</u>
A new gymnasium addition.....	<u>134 points</u>
A larger ES multi-purpose room.....	<u>116 points</u>
Classroom Additions.....	<u>503 points</u>
A new library.....	<u>95 points</u>
More Parking.....	<u>47 points</u>
Other.....	<u>15 points</u>

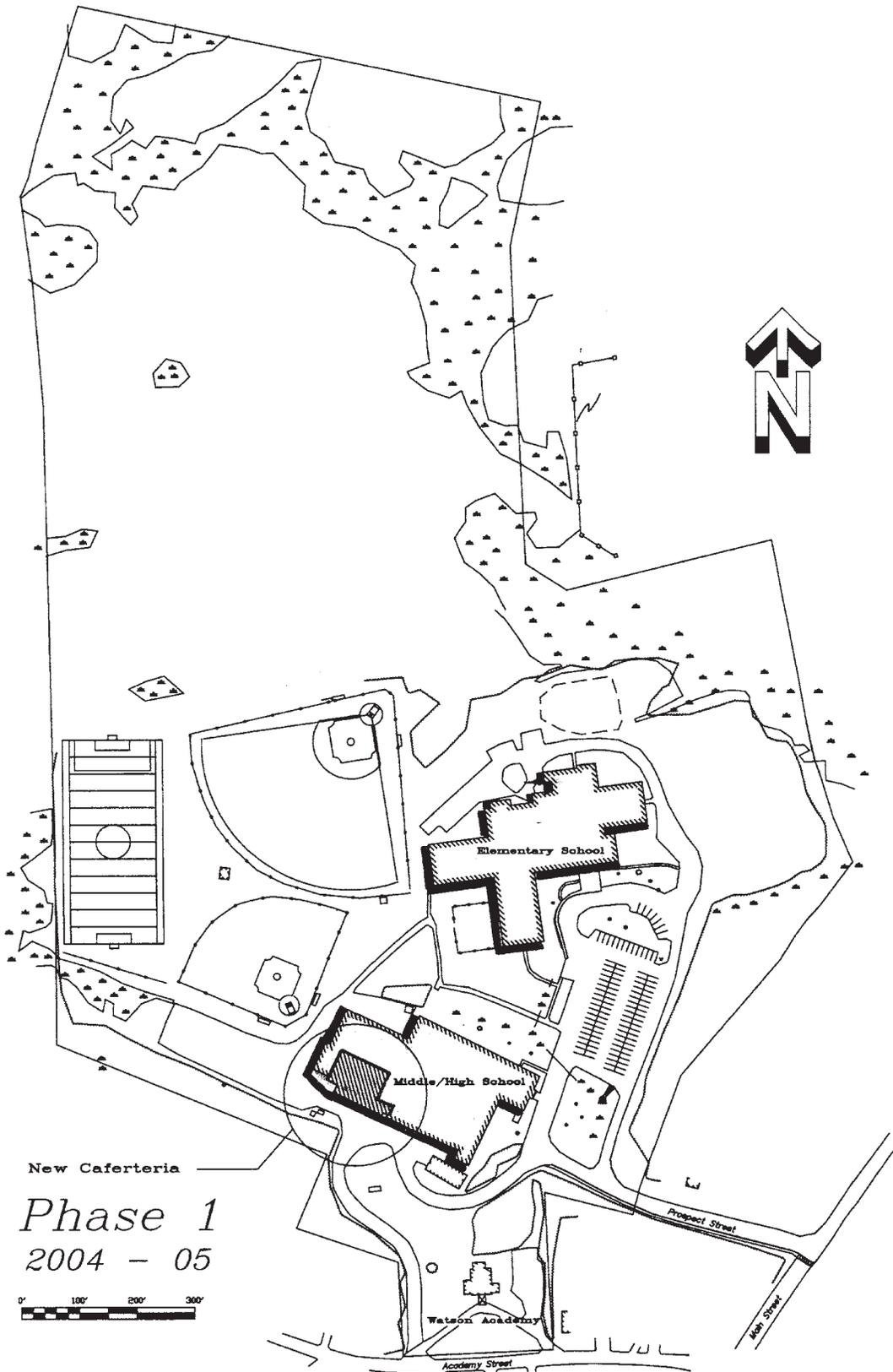
**Question 12: How big do you want your schools to be before constructing a building?**

<u>High School</u>	<u>Middle School</u>	<u>Elementary School</u>
61% 501-600	24% 301-400	41% 401-500
18% 601-700	28% 401-500	46% 501-600
17% 701-800	42% 501-600	13% other
4% other	6% other	

**Question 13: Additional comments?**

Additional comments for this question and any other comments to previous questions are located at the end of each sub-groups survey results.

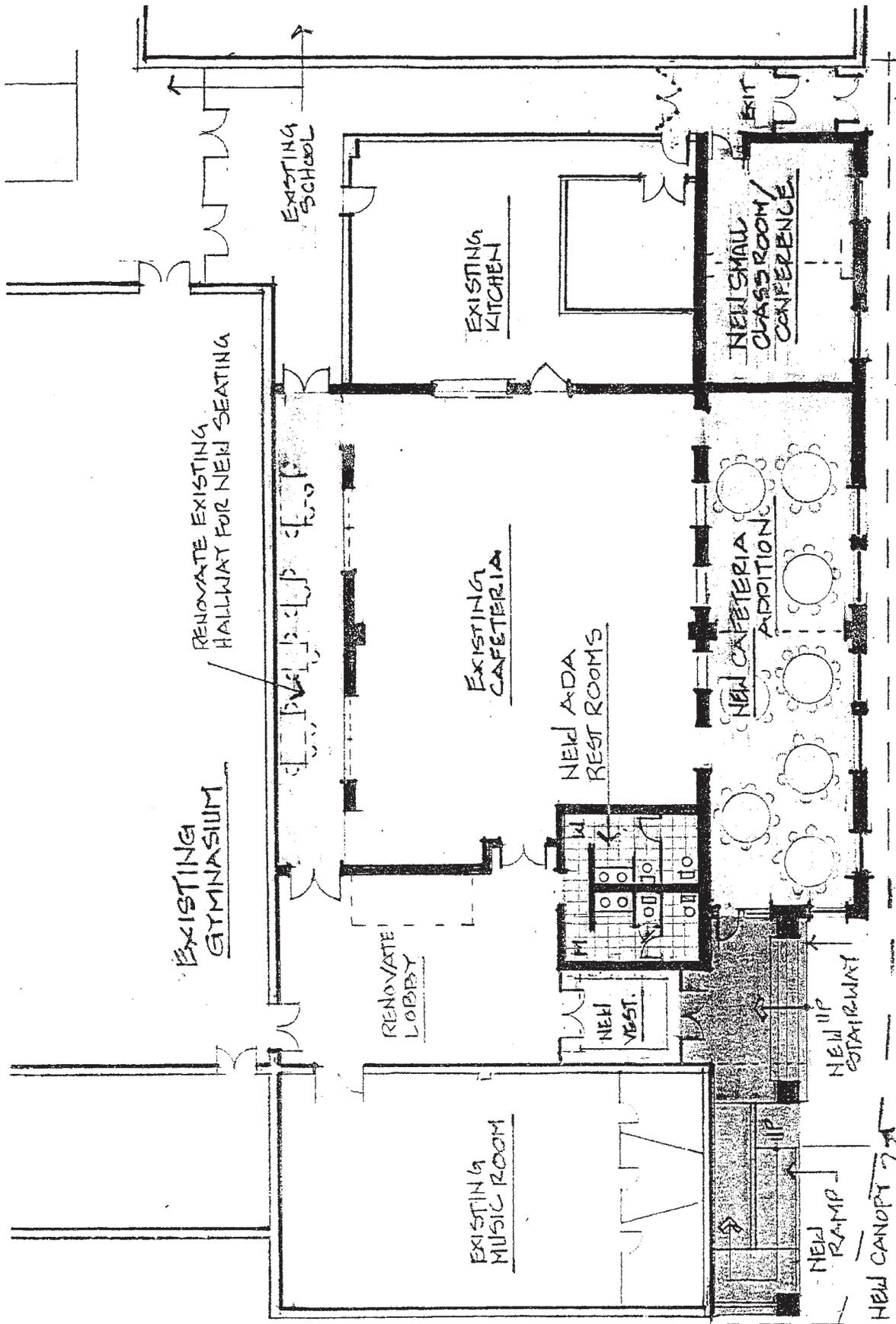
# Attachment 6: Proposed School Cafeteria Layout



New Cafeteria  
*Phase 1*  
2004 - 05

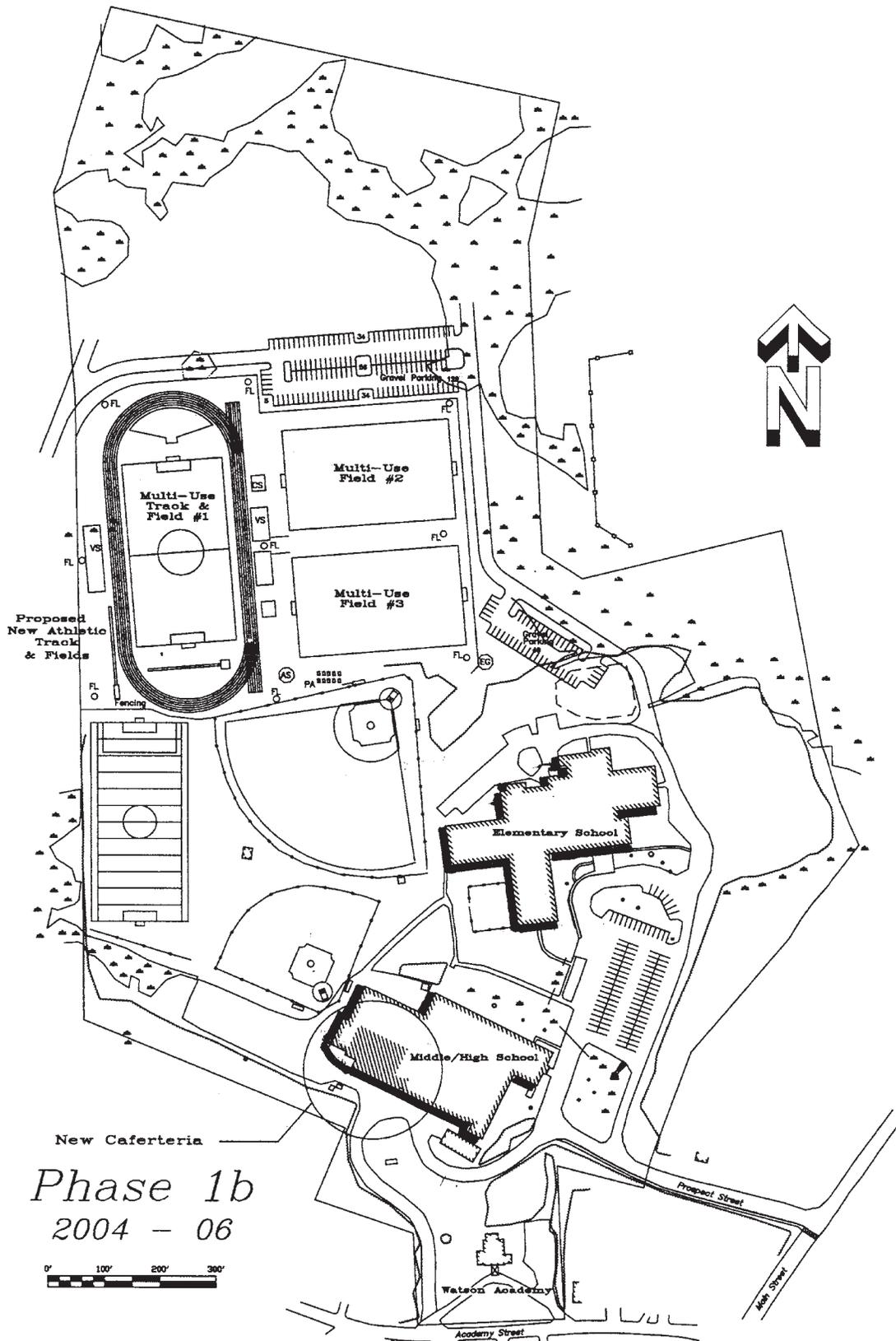


*Proposed Master Site Plan*  
*Epping School District*



# PROPOSED CAFETERIA ADDITION TO EPPING MIDDLE/HIGH SCHOOL

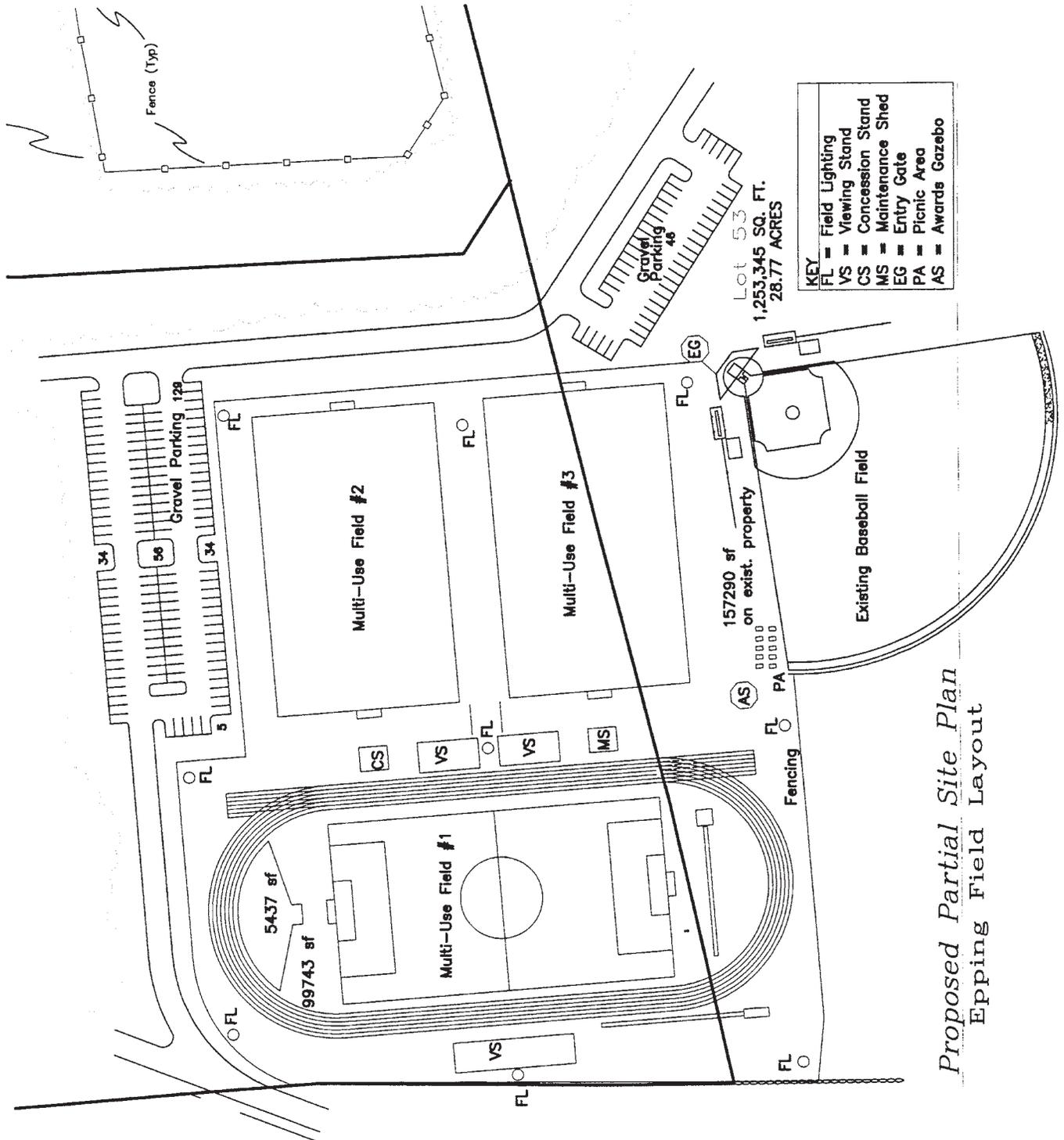
# Attachment 7: Proposed Sports Fields Layout



Phase 1b  
2004 - 06

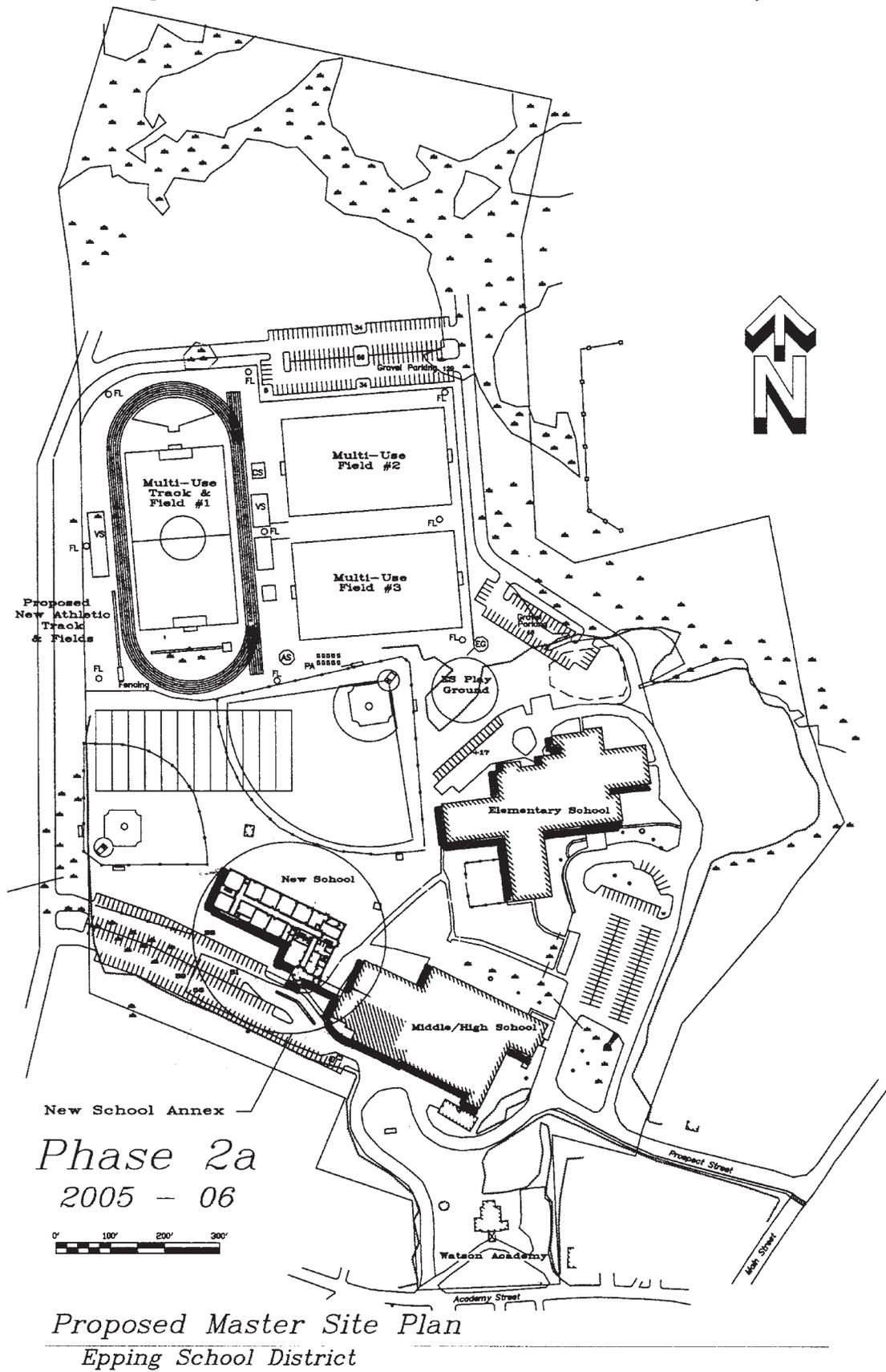


Proposed Master Site Plan  
Epping School District



*Proposed Partial Site Plan  
Epping Field Layout*

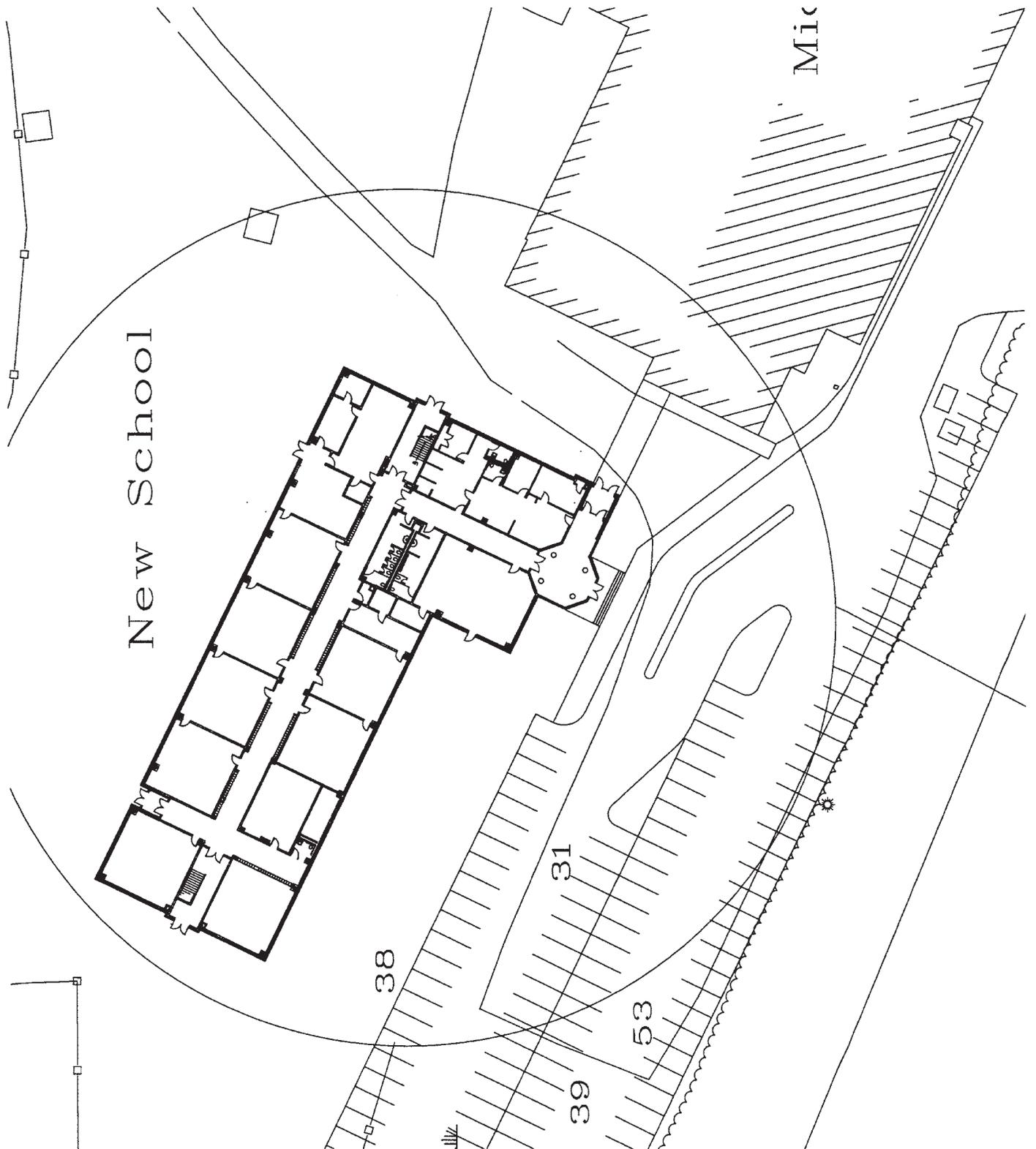
# Attachment 8: Proposed Middle School Annex/Addition Layout



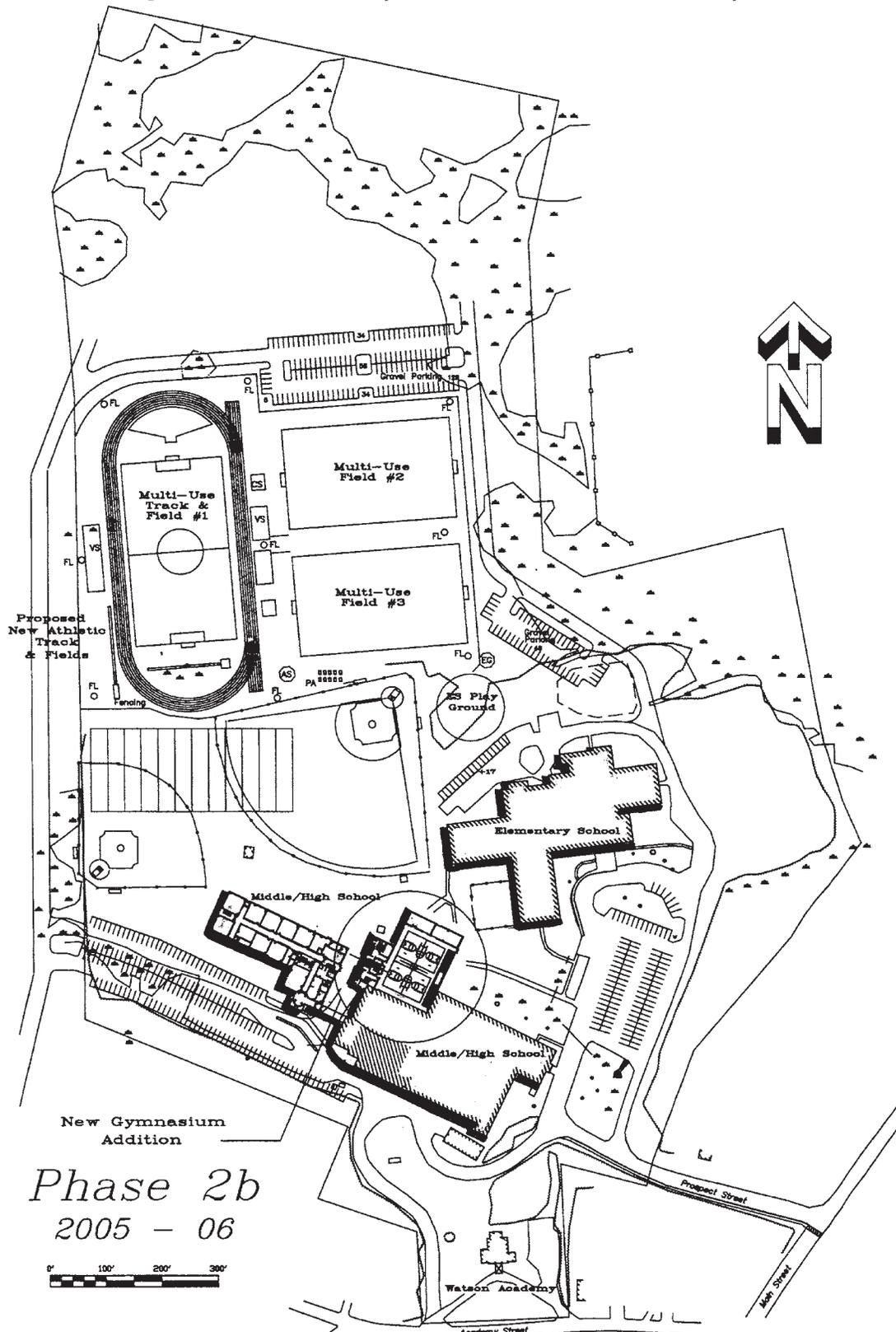
New School Annex  
*Phase 2a*  
2005 - 06



*Proposed Master Site Plan*  
Epping School District



# Attachment 9: Proposed MS/HS Gymnasium Addition Layout



*Phase 2b*  
2005 - 06

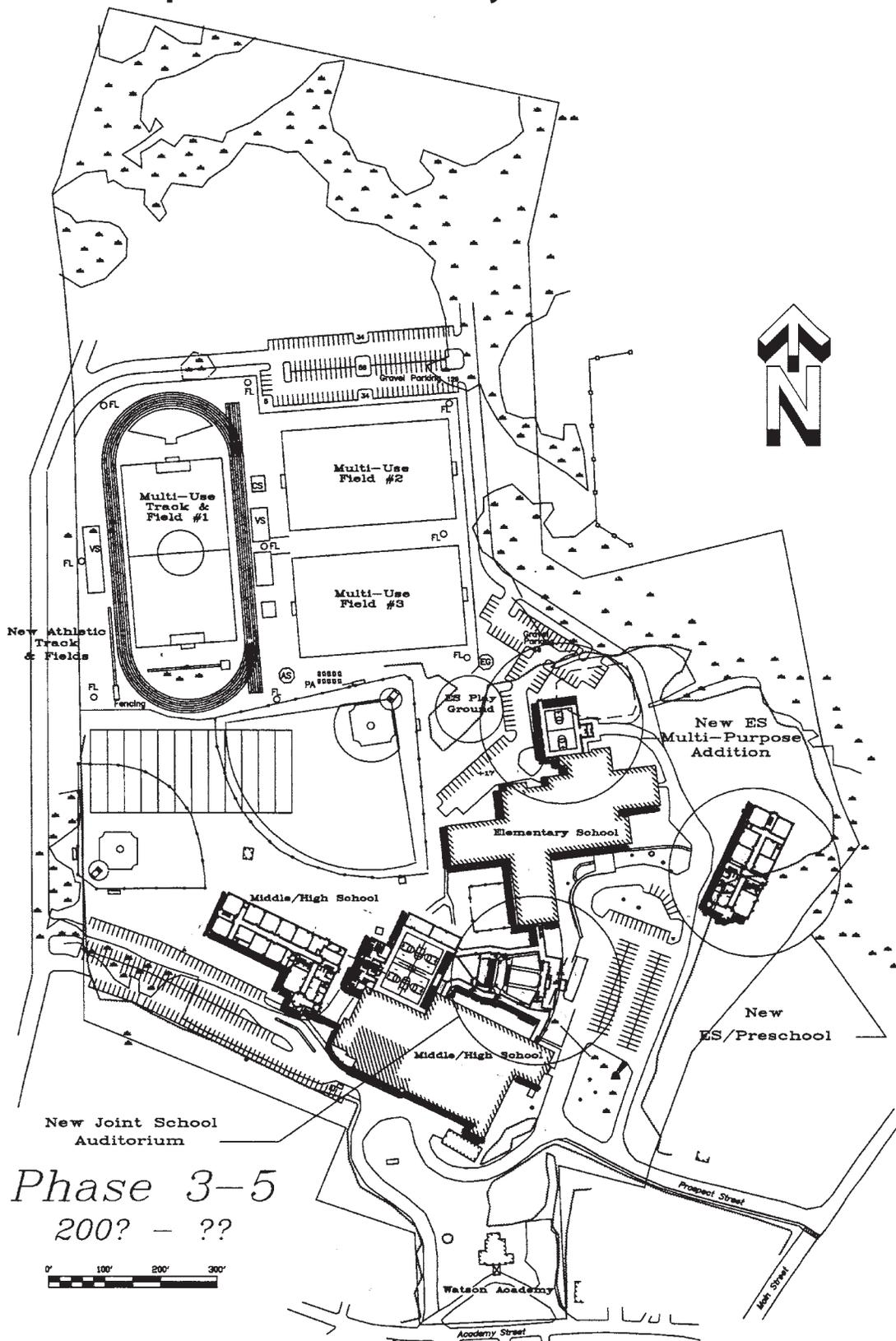


*Proposed Master Site Plan*  
Epping School District



Middle / Hi.

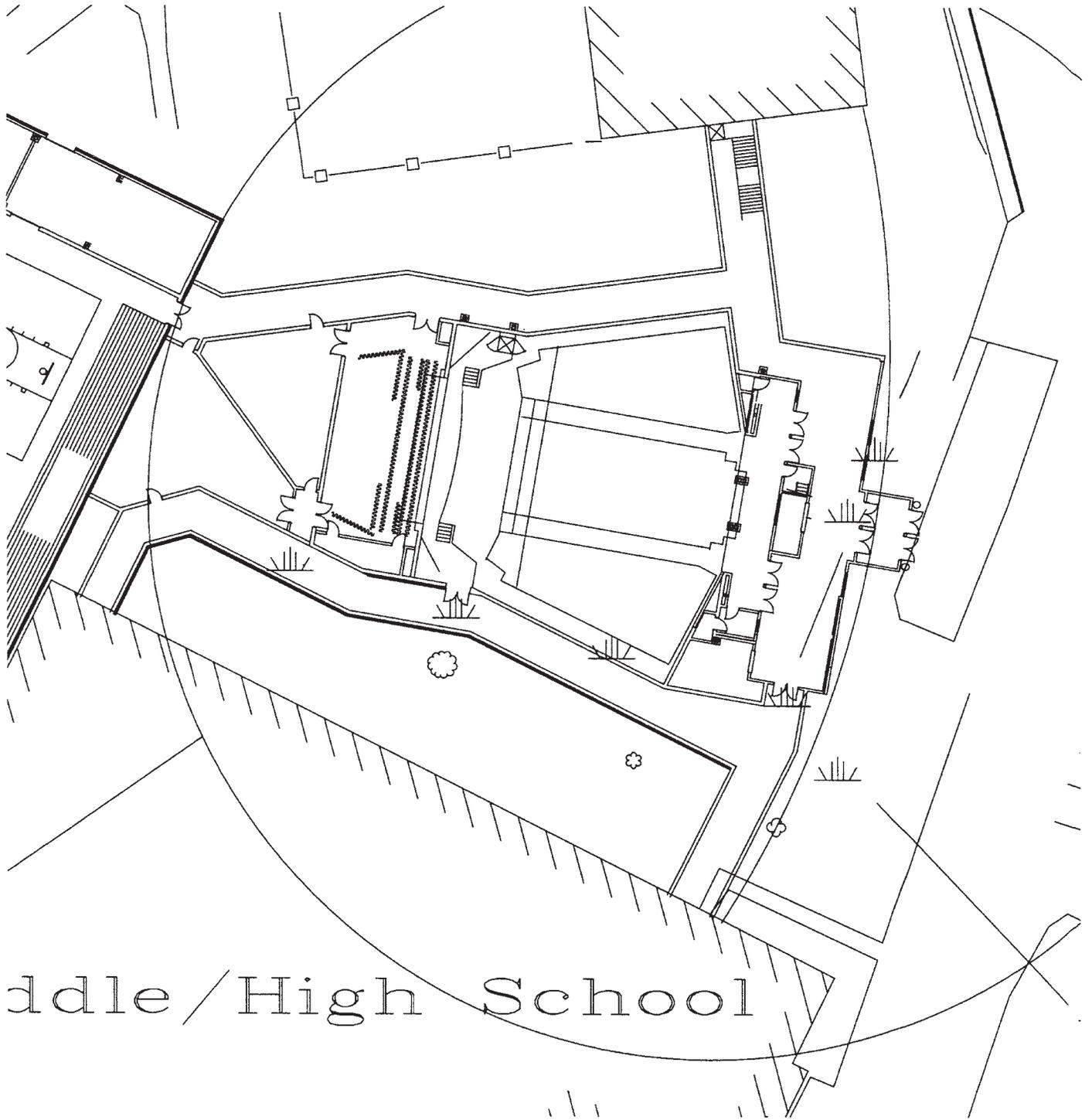
# Attachment 10: Proposed Auditorium Layout



*Phase 3-5*  
*200? - ??*

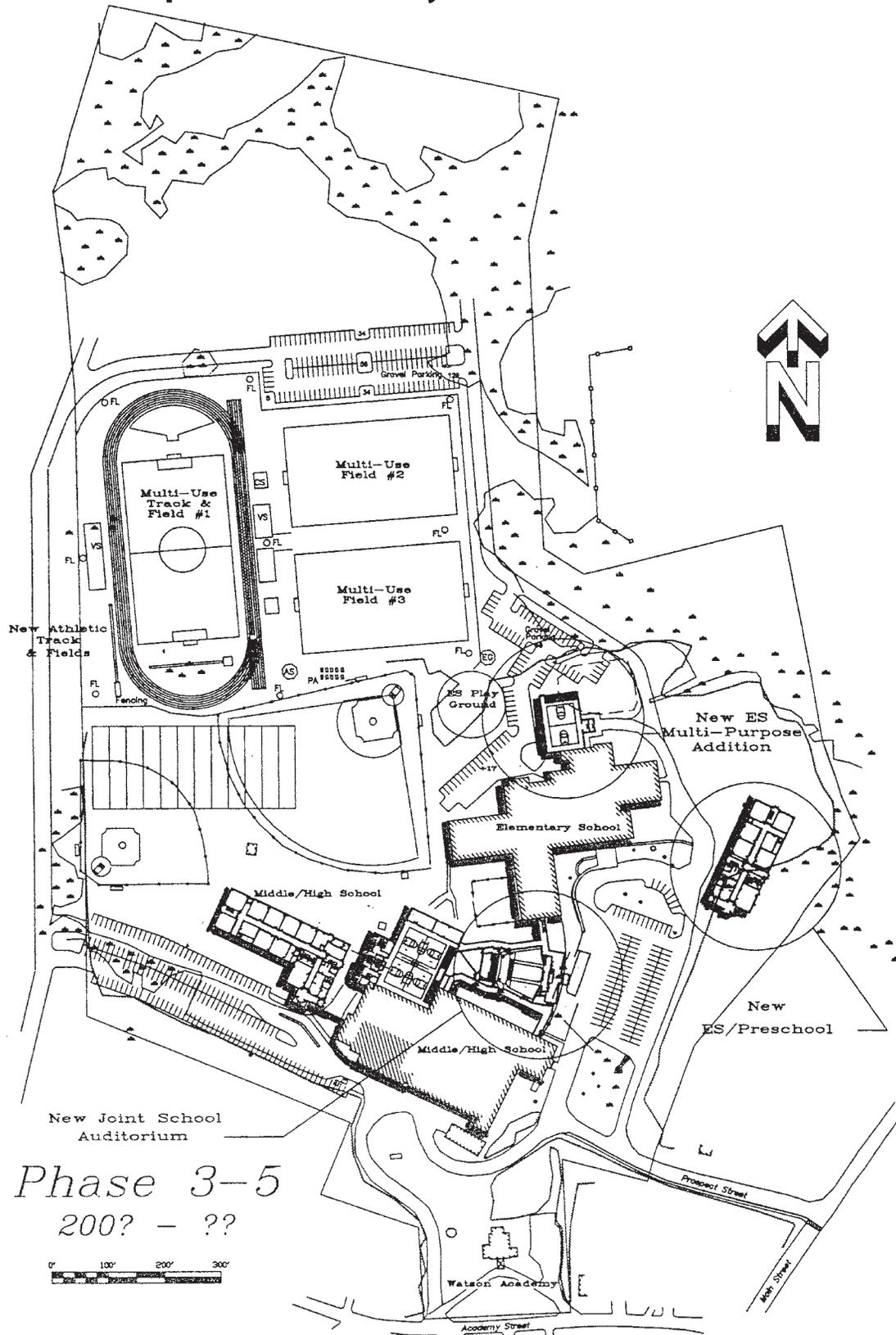
0' 100' 200' 300'

*Proposed Master Site Plan*  
*Epping School District*



Middle / High School

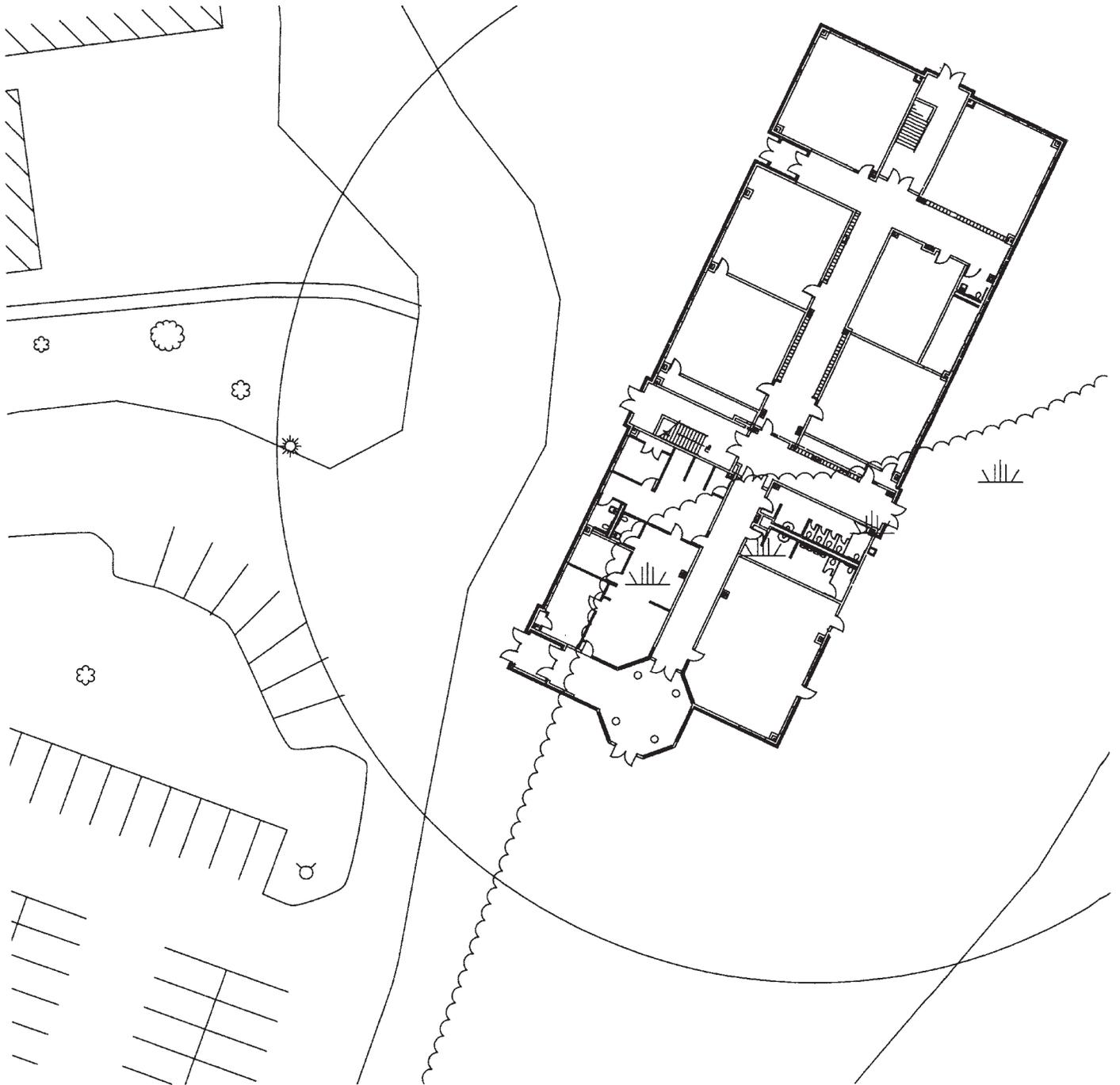
# Attachment 11: Proposed Elementary School Classroom Addition



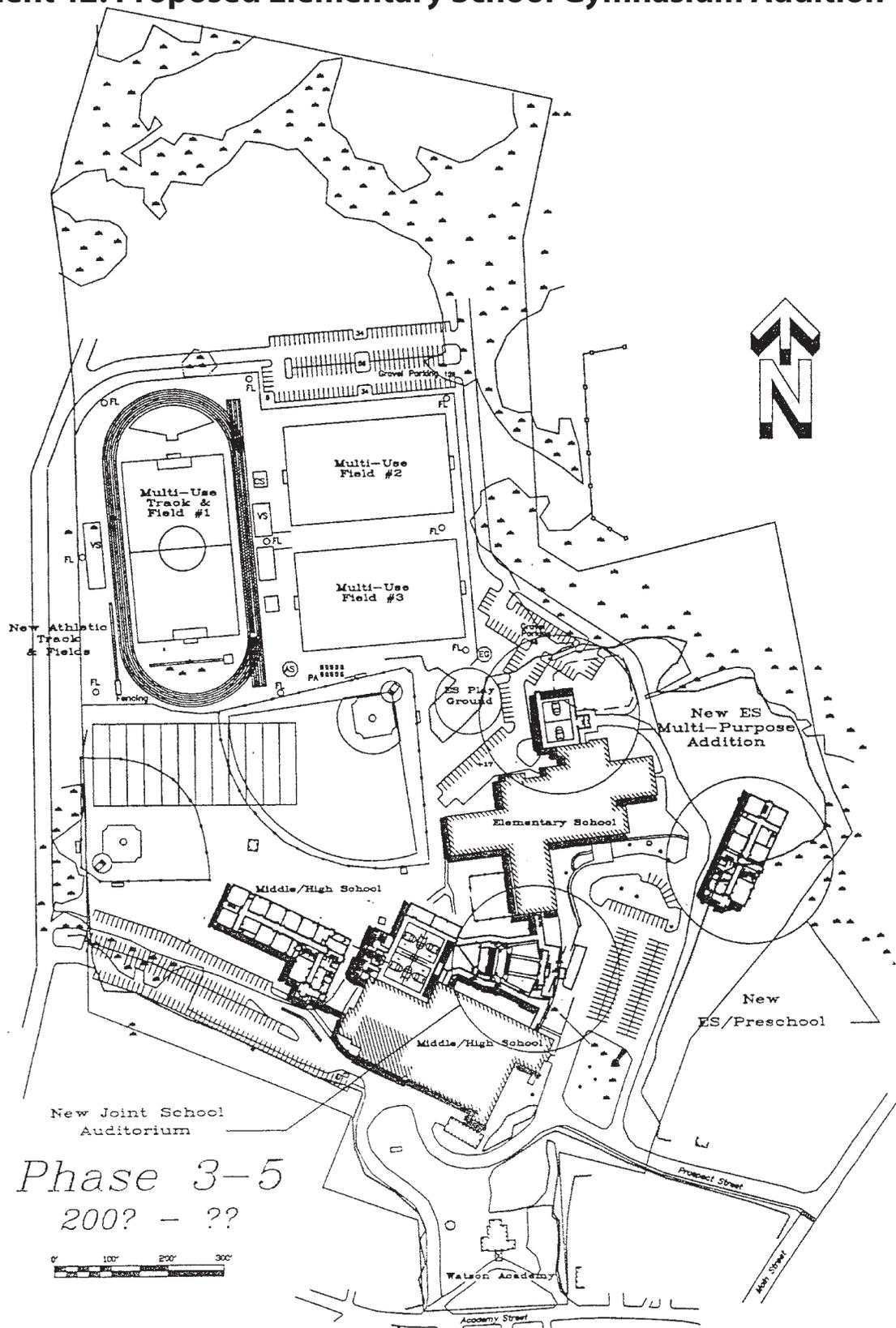
*Phase 3-5*  
*200? - ??*

0 100 200 300

*Proposed Master Site Plan*  
*Epping School District*



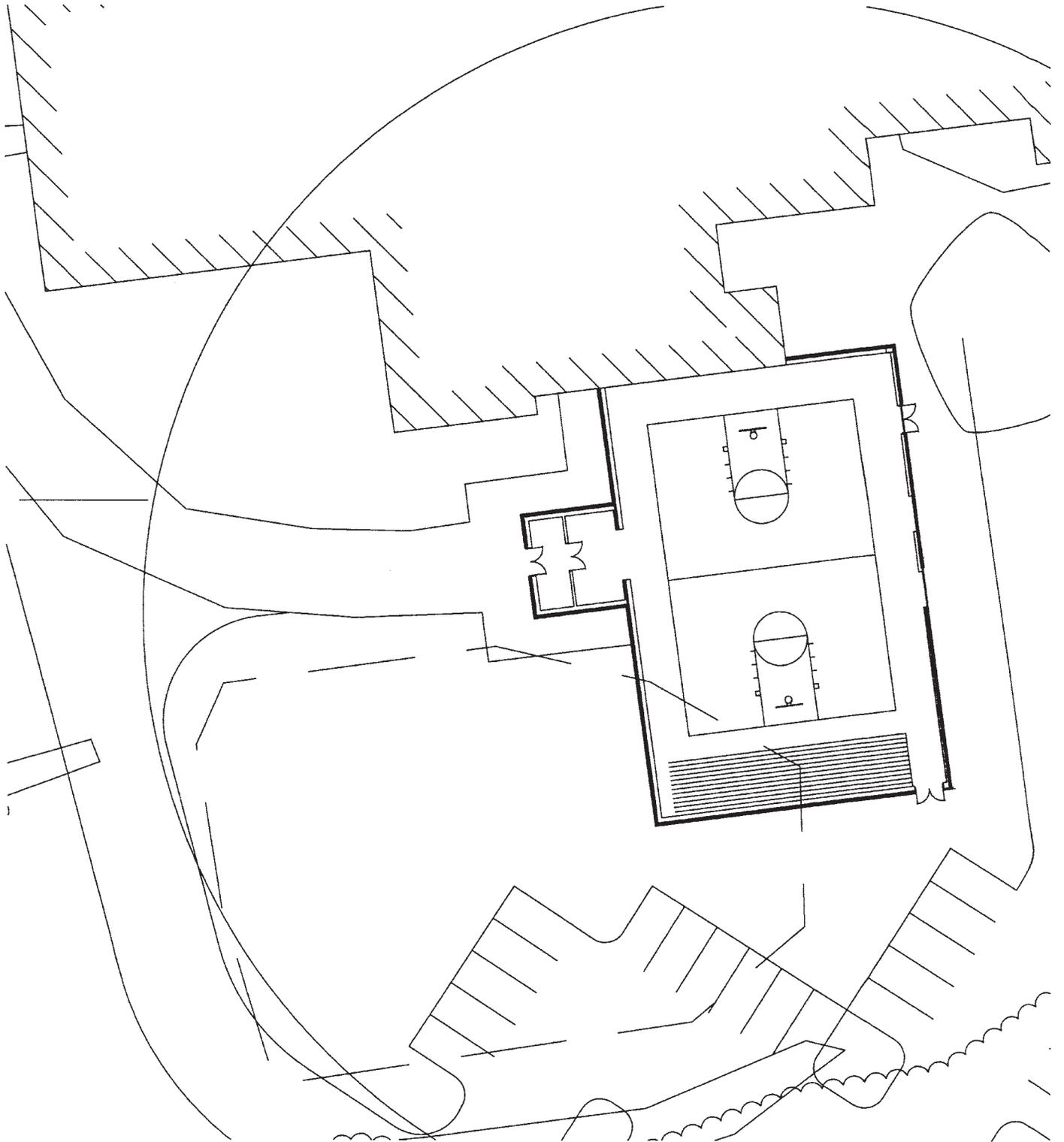
# Attachment 12: Proposed Elementary School Gymnasium Addition



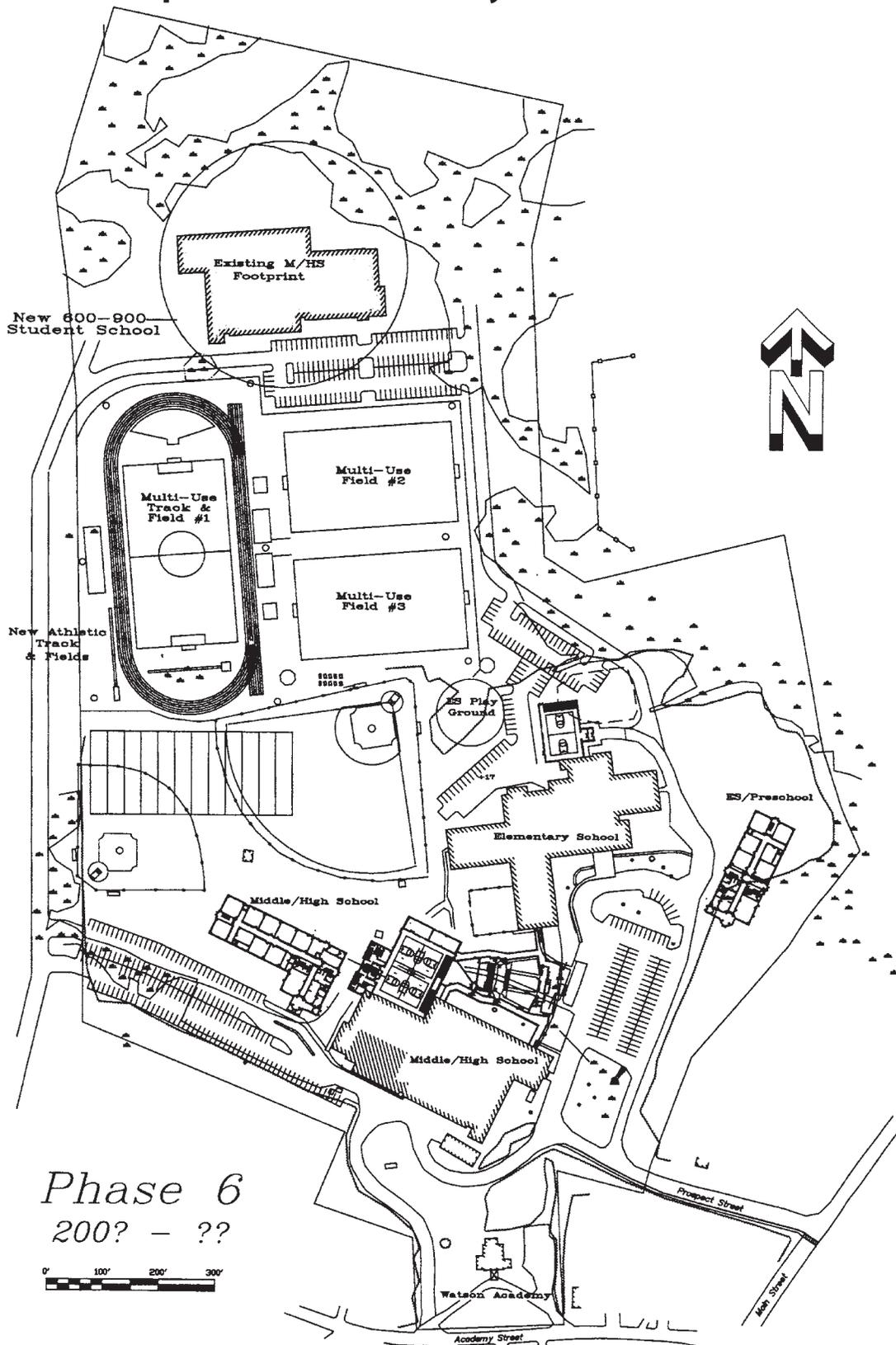
Phase 3-5  
200? - ??



Proposed Master Site Plan  
Epping School District



# Attachment 13: Proposed New School Layout

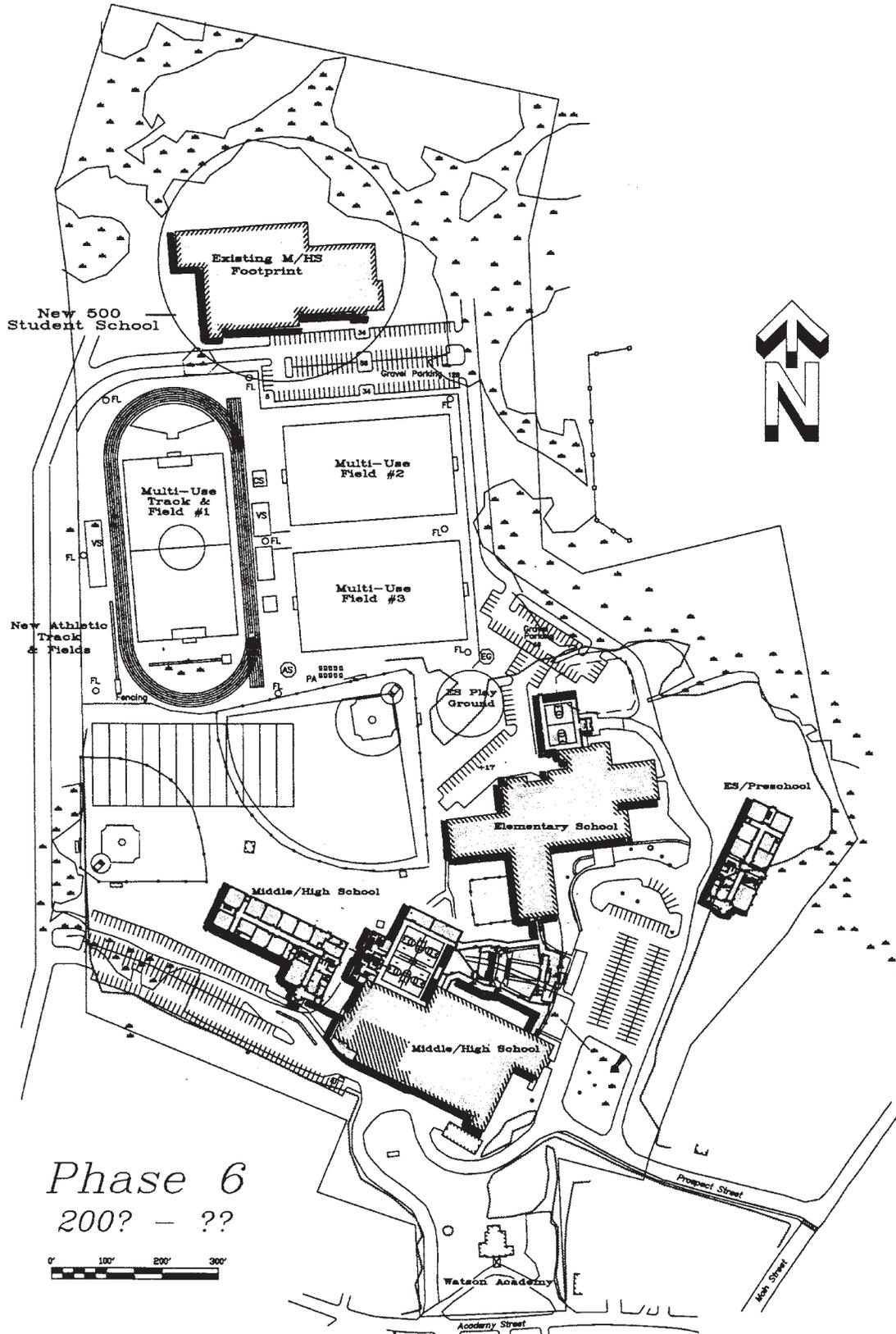


Phase 6  
200? - ??



Proposed Master Site Plan  
Epping School District

# Attachment 14: Overall School Site Master Plan



Phase 6  
200? - ??



Proposed Master Site Plan  
Epping School District

# 2004 Ballot Results

<b>ABSENTEE OFFICIAL BALLOT</b> <b>ANNUAL SCHOOL DISTRICT ELECTION</b> <b>EPPING, NEW HAMPSHIRE</b> <b>MARCH 9, 2004</b>		<i>Robin O'Day</i> <small>SCHOOL DISTRICT CLERK</small>
<b>INSTRUCTIONS TO VOTERS</b> A. TO VOTE, completely fill in the OVAL to the RIGHT of your choice (s) like this: ● B. Follow directions as to the number of candidates to be marked for each office. C. To vote for a person whose name is not printed on the ballot, write the candidate's name on the line provided and completely fill in the OVAL.		
<b>SCHOOL BOARD MEMBER</b> <small>3 Years</small> <small>Vote for not more than 2</small> <b>SCOTT BOOTH</b> 878 <input type="radio"/> <b>DANIEL P. GRIFFIN, ESQ.</b> 354 <input type="radio"/> <b>SUSAN KIMBALL</b> 929 <input type="radio"/> _____ (Write-in) <input type="radio"/> _____ (Write-in) <input type="radio"/>		
<b>SCHOOL WARRANT ARTICLES</b>		
Article 1. To see if the Epping School District will vote to raise and appropriate the sum of five hundred thousand dollars (\$500,000 Gross Budget) for the expansion and renovation of the cafeteria area in the middle/high school and other renovation projects such as window replacement, paving, and the like to address district facility maintenance, and said sum to be offset by state building aid of 30% over the term of the bond (\$150,000 Gross Revenue), and to authorize the issuance of not more than \$400,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33) and to authorize the school board to issue and negotiate such bonds or notes and to determine the rate of interest thereon, with the balance of \$100,000 (\$100,000 Gross Revenue) to be requested from the town in the form of collected impact fees, and furthermore to appropriate an additional sum of \$9,022 for the 2004-2005 bond interest payment. (The net gross impact of expenditure minus revenue is \$250,000.) (3/5-ballot vote required)		1241 YES <input type="radio"/> NO <input type="radio"/> 209
Article 2. To see if the Epping School District will vote to raise and appropriate the sum of four hundred-sixty-seven thousand, five hundred dollars (\$467,500) for the construction and original equipping of athletic fields, track, or both. <b>There will be no tax impact as this sum is to be raised from grants, donations, or both; no funds will be raised from general taxation.</b> This will be a non-lapsing appropriation per RSA 32:7 and will not lapse until the athletic project is completed or by June 30, 2009 whichever is earlier. (Majority vote required)		1199 YES <input type="radio"/> NO <input type="radio"/> 250
Article 3. To see if the Epping School District will vote to raise and appropriate the sum of eighteen thousand dollars (\$18,000) for the re-accreditation of Epping Middle/High School by the New England Association of Schools and Colleges (NEASC). This will be a non-lapsing appropriation per RSA 32:7 and will not lapse until the re-accreditation process is completed or by June 30, 2006 whichever is earlier. (Majority vote required)		1243 YES <input type="radio"/> NO <input type="radio"/> 203
Article 4. To see if the Epping School District will vote to raise and appropriate the sum of thirty-five thousand dollars (\$35,000) for the purpose of improving the telephone system in the elementary and middle/high schools. (Majority vote required)		940 YES <input type="radio"/> NO <input type="radio"/> 502
Article 5. To see if the Epping School District will vote to raise and appropriate the sum of thirty-four thousand dollars (\$34,000) for the salary and benefit costs required to continue the middle/high school resource officer program that has been in effect since September 2001 in partnership with the Epping Police Department. (Majority vote required)		776 YES <input type="radio"/> NO <input type="radio"/> 268
<b>TURN BALLOT OVER AND CONTINUE VOTING</b>		

# 2004 Ballot Results

<b>SCHOOL WARRANT ARTICLES CONTINUED</b>									
<p>Article 6. To see if the Epping School District will vote to raise and appropriate a deficit appropriation of sixty thousand dollars (\$60,000) for unanticipated special education costs for the 2003-2004 school year. This amount will be funded by taxation. (Majority vote required)</p> <p style="text-align: right;">751 YES <input type="radio"/></p> <p style="text-align: center;">Recommended by the Epping School Board Recommended by the Epping Budget Committee</p> <p style="text-align: right;">NO <input type="radio"/> 687</p>									
<p>Article 7. To see if the Epping School District will vote to raise and appropriate the sum of sixty-seven thousand, five hundred dollars (\$67,500) for the purchase of portable computer labs for the elementary and middle/high schools. (Majority vote required)</p> <p style="text-align: right;">670 YES <input type="radio"/></p> <p style="text-align: center;">Recommended by the Epping School Board Recommended by the Epping Budget Committee</p> <p style="text-align: right;">NO <input type="radio"/> 758</p>									
<p>Article 8. To see if the Epping School District will vote to approve the cost item included in the collective bargaining agreement reached between the Epping School Board and the Epping Education Association, which calls for the following increases in salaries and benefits:</p> <table style="margin-left: auto; margin-right: auto; border: none;"> <thead> <tr> <th style="text-align: left; padding: 2px;">Year</th> <th style="text-align: left; padding: 2px;">Estimated Increase</th> </tr> </thead> <tbody> <tr> <td style="padding: 2px;">2004-2005</td> <td style="padding: 2px;">\$186,994</td> </tr> <tr> <td style="padding: 2px;">2005-2006</td> <td style="padding: 2px;">\$241,308</td> </tr> <tr> <td style="padding: 2px;">2006-2007</td> <td style="padding: 2px;">\$277,741</td> </tr> </tbody> </table> <p>and further to raise and appropriate the sum of \$186,994 for the 2004-2005 fiscal year, such sum representing the additional costs attributable to the increases in salaries and benefits over those of the appropriation at current staffing levels paid in the prior fiscal year. (Majority vote required)</p> <p style="text-align: right;">783 YES <input type="radio"/></p> <p style="text-align: center;">Recommended by the Epping School Board Recommended by the Epping Budget Committee</p> <p style="text-align: right;">NO <input type="radio"/> 651</p>	Year	Estimated Increase	2004-2005	\$186,994	2005-2006	\$241,308	2006-2007	\$277,741	
Year	Estimated Increase								
2004-2005	\$186,994								
2005-2006	\$241,308								
2006-2007	\$277,741								
<p>Article 9. Shall the Epping School District raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$10,921,959? Should this article be defeated, the operating budget shall be \$10,769,480, which is the same as last year, with certain adjustments required by previous action of the Epping School District or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. (Majority vote required)</p> <p style="text-align: right;">848 YES <input type="radio"/></p> <p style="text-align: center;">The Epping School Board Recommends \$10,921,959 The Epping Budget Committee Recommends \$10,921,959</p> <p style="text-align: right;">NO <input type="radio"/> 579</p>									
<p>Article 10. To see if the Epping School District, pursuant to RSA 195:18 will vote to create a Cooperative School District Planning Committee consisting of three qualified voters of whom at least one shall be a member of the School Board, and to see if the District will vote to authorize the School District Moderator to appoint the members of the committee. <b>There will be no tax impact as no funds will be raised from general taxation.</b> (Majority vote required)</p> <p style="text-align: right;">740 YES <input type="radio"/></p> <p style="text-align: center;">Recommended by the Epping School Board</p> <p style="text-align: right;">NO <input type="radio"/> 676</p>									
<p>Article 11. Citizens petition: To see if the voters will vote to have the school board consider eliminating taxpayer funding of dues to all professional, non-profit, or quasi-government organizations on behalf of SAU 14 employees and Epping school district officials or employees unless specifically authorized by New Hampshire State Law.</p> <p style="text-align: right;">619 YES <input type="radio"/></p> <p style="text-align: center;">Not Recommended by the Epping School Board</p> <p style="text-align: right;">NO <input type="radio"/> 804</p>									
<p>Article 12. Citizens petition: To see if the voters will vote to publish the salaries and benefits of all SAU 14 and Epping school district employees and elected or appointed school district officials as part of the annual Town Report commencing with the year 2250.</p> <p style="text-align: right;">477 YES <input type="radio"/></p> <p style="text-align: center;">Not Recommended by the Epping School Board</p> <p style="text-align: right;">NO <input type="radio"/> 769</p>									
<p><b>YOU HAVE NOW COMPLETED VOTING</b></p>									

# Epping School Calendar 2005–06

Approved 1/13/05

### August/September (23 days)

M	T	W	TH	F
	23*	24	25	26
29	30	31	1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

**\*Elementary Teachers Only**  
**8/29 — First day for students**

### October (19 days)

SU	M	T	W	TH	F
2*	3	4	5	6	7
	10	11	12	13	14
	17	18	19	20	21
	24	25	26	27	28
	31				

**\*Sunday, 10/2 NEASC In-Service — EMH Teachers Only**

### November (17 days)

M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	Thanksgiving Holiday		
28	29	30		

### December (16 days)

M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
HOLIDAY VACATION 12/23/05–1/2/06				

### January (20 days)

M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

### February (18 days)

M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
WINTER VACATION				

### March (19 days EMH) (20 days Elem.)

M	T	W	TH	F
6	7	8	9	10
13	14*	15	16	17
20	21	22	23	24
27	28	29	30	31

**\*NO SCHOOL: Middle/High Only (Voting)**  
**— Elementary Students and Staff In**

### April (15 days EMH) (14 days Elem.)

M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14*
17	18	19	20	21
SPRING VACATION				

**\*NO SCHOOL: Elementary School Only —**  
**Middle/High School Students and Staff In**

### May (22 days)

M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

### June (11 days)

M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

**6/15 — Last day if no cancellations**

**Total days for teachers: 187**  
**Total days for students: 180**

**Legend:**  Teacher Workday — No School for students, unless noted otherwise.  
 Vacation Days / Holidays — No School

# 2005-2006 School District Budget

MS-27

## SCHOOL BUDGET FORM

BUDGET FORM FOR SCHOOL DISTRICTS WHICH HAVE ADOPTED  
THE PROVISIONS OF RSA 32:14 THROUGH 32:24  
OF: EPPING, NH

Appropriations and Estimates of Revenue for the Fiscal Year From July 1, 2005 to June 30, 2006

### IMPORTANT:

Please read RSA 32:5 applicable to all municipalities.

1. Use this form to list ALL APPROPRIATIONS in the appropriate recommended and not recommended area. This means the operating budget and all special and individual warrant articles must be posted.
2. Hold at least one public hearing on this budget.
3. When completed, a copy of the budget must be posted with the warrant. Another copy must be placed on file with the school clerk, and a copy sent to the Department of Revenue Administration at the address below.

We Certify This Form Was Posted on (Date): 1/28/05

**BUDGET COMMITTEE**  
Please sign in ink.

Brenda J. McCartney  
Mae [Signature]  
Pamela [Signature]  
Jane [Signature]  
Laurie [Signature]

[Signature]  
[Signature]  
\_\_\_\_\_  
\_\_\_\_\_

**THIS BUDGET SHALL BE POSTED WITH THE SCHOOL WARRANT**

FOR DRA USE ONLY

NH DEPARTMENT OF REVENUE ADMINISTRATION  
COMMUNITY SERVICES DIVISION  
MUNICIPAL FINANCE BUREAU  
P.O. BOX 487, CONCORD, NH 03302-0487  
(603)271-3397

MS-27  
Rev. 07/02

Budget - School District of EPPING, NH FY 2005-2006

MS-27

1 2 3 4 5 6 7 8 9

Acct.#	PURPOSE OF APPROPRIATIONS (RSA 32:3.V)	WARR. ART.#	Expenditures		Appropriations		School Board's Appropriations		Budget Committee's Approp.	
			for Year 7/1/03 to 6/30/04	Current Year as Approved by DRA	Ensuing Fiscal Year RECOMMENDED	NOT RECOMMENDED	Ensuing Fiscal Year RECOMMENDED	NOT RECOMMENDED		
	INSTRUCTION (1000-1999)		XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
1100-1199	Regular Programs	6	\$4,273,348	\$4,517,674	\$4,855,963		\$4,855,963		\$4,855,963	
1200-1299	Special Programs	6	\$1,723,021	\$1,951,348	\$2,323,928		\$2,323,928		\$2,323,928	
1300-1399	Vocational Programs	6	\$151,669	\$165,900	\$184,100		\$184,100		\$184,100	
1400-1499	Other Programs	6	\$106,266	\$193,321	\$178,452		\$178,452		\$178,452	
1500-1599	Non-Public Programs		\$0	\$0	\$0		\$0		\$0	
1600-1899	Adult & Community Programs		\$0	\$0	\$0		\$0		\$0	
	SUPPORT SERVICES (2000-2999)		XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
2000-2199	Student Support Services	6	\$792,810	\$876,963	\$927,145		\$927,145		\$927,145	
2200-2299	Instructional Staff Services	6	\$431,219	\$522,488	\$550,617		\$550,617		\$550,617	
	General Administration		XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
2310 840	School Board Contingency		\$0	\$0	\$0		\$0		\$0	
2310-2319	Other School Board	6	\$90,858	\$64,875	\$78,993		\$78,993		\$78,993	
	Executive Administration		XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
2320-310	SAU Management Services	6	\$275,341	\$297,016	\$311,408		\$311,408		\$311,408	
2320-2399	All Other Administration	6	\$104,809	\$114,636	\$143,246		\$143,246		\$143,246	
2400-2499	School Administration Service	6	\$571,759	\$628,107	\$721,466		\$721,466		\$721,466	
2500-2599	Business		\$0	\$0	\$0		\$0		\$0	
2600-2699	Operation & Maintenance of Plant	6	\$707,189	\$642,627	\$756,559		\$756,559		\$756,559	
2700-2799	Student Transportation	6	\$388,508	\$426,829	\$451,607		\$451,607		\$451,607	
2800-2999	Support Service Central & Other	6	\$337,527	\$398,824	\$443,296		\$443,296		\$443,296	
3000-3999	NON-INSTRUCTIONAL SERVICES		\$0	\$0	\$0		\$0		\$0	
4000-4999	FACILITIES ACQUISITIONS & CONSTRUCTION	6	\$214,037	\$502,501	\$1		\$1		\$1	
	OTHER OUTLAYS (5000-5999)		XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
5110	Debt Service - Principal	6	\$0	\$0	\$76,000		\$76,000		\$76,000	
5120	Debt Service - Interest	6	\$0	\$9,022	\$15,590		\$15,590		\$15,590	

MS-27  
Rev. 07/02

Budget - School District of EPPING, NH FY 2005-2006

MS-27

1	2	3	4	5	6	7	8	9
Acct.#	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	WARR. ART.#	Expenditures for Year 7/1/___ to 6/30/___	Appropriations Current Year As Approved by DRA	School Board's Appropriations Ensuing Fiscal Year RECOMMENDED	NOT RECOMMENDED	Budget Committee's Approp. Ensuing Fiscal Year RECOMMENDED	NOT RECOMMENDED
FUND TRANSFERS		XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX
5220-5221	To Food Service	6	331,107	360,344	366,252		366,252	
5222-5229	To Other Special Revenue							
5230-5239	To Capital Projects							
5251	To Capital Reserves							
5252	To Expendable Trust (*see below)							
5253	To Non-Expendable Trusts							
5254	To Agency Funds							
5300-5399	Intergovernmental Agency Alloc.							
	SUPPLEMENTAL							
	DEFICIT			60,000				
	SUBTOTAL 1		10,499,468	11,732,475	12,384,623		12,384,623	

PLEASE PROVIDE FURTHER DETAIL:

\* Amount of line 5252 which is for Health Maintenance Trust \$ n/a (see RSA 198:20-c, V)

if you have a line item of appropriations from more than one warrant article, please use the space below to identify the make-up of the line total for the ensuing year.

Acct. #	Warr. Art. #	Amount	Acct. #	Warr. Art. #	Amount

MS-27  
Rev. 07/02



MS-27 Budget - School District of EPPING, NH FY 2005-2006

1	2	3	4	5	6
Acct.#	SOURCE OF REVENUE	WARR. ART.#	Actual Revenues Prior Year	Revised Revenues Current Year	Estimated Revenues ENSUING FISCAL YEAR
<b>REVENUE FROM LOCAL SOURCES</b>			<b>XXXXXXXXXX</b>	<b>XXXXXXXXXX</b>	<b>XXXXXXXXXX</b>
1300-1349	Tuition	6	\$122,741	\$1,320,786	\$1,151,696
1400-1449	Transportation Fees				
1500-1599	Earnings on Investments	1, 6	\$1,909	\$2,000	\$165,471
1600-1699	Food Service Sales	6	\$202,350	\$264,844	\$270,752
1700-1799	Student Activities				
1800-1899	Community Services Activities				
1900-1999	Other Local Sources	1, 2, 6	\$216,678	\$506,030	\$253,530
	(Impact 205,000, rent 28000, drivers' ed 20530)				
<b>REVENUE FROM STATE SOURCES</b>			<b>XXXXXXXXXX</b>	<b>XXXXXXXXXX</b>	<b>XXXXXXXXXX</b>
3210	School Building Aid		\$65,196	\$68,308	\$38,142
3220	Kindergarten Aid				
3230	Catastrophic Aid		\$64,240	\$78,000	\$78,000
3240-3249	Vocational Aid		\$3,504	\$3,000	\$3,500
3250	Adult Education				
3260	Child Nutrition		\$4,429	\$4,500	\$4,500
3270	Driver Education		\$8,700	\$7,250	\$7,250
3290-3299	Other State Sources				
<b>REVENUE FROM FEDERAL SOURCES</b>			<b>XXXXXXXXXX</b>	<b>XXXXXXXXXX</b>	<b>XXXXXXXXXX</b>
4100-4539	Federal Program Grants				
4540	Vocational Education				
4550	Adult Education				
4560	Child Nutrition		\$119,136	\$91,000	\$91,000
4570	Disabilities Programs				
4580	Medicaid Distribution		\$58,400	\$50,000	\$50,000
4590-4999	Other Federal Sources (except 4810)				
4810	Federal Forest Reserve				
<b>OTHER FINANCING SOURCES</b>			<b>XXXXXXXXXX</b>	<b>XXXXXXXXXX</b>	<b>XXXXXXXXXX</b>
5110-5139	Sale of Bonds or Notes	1			\$12,500,000
5221	Transfer from Food Service-Spec.Rev.Fund				
5222	Transfer from Other Special Revenue Funds				
5230	Transfer from Capital Project Funds				
5251	Transfer from Capital Reserve Funds				

MS-27 Budget - School District of EPPING, NH FY 2005-2006

1	2	3	4	5	6
Acct.#	SOURCE OF REVENUE	WARR. ART.#	Actual Revenues Prior Year	Revised Revenues Current Year	Estimated Revenues ENSUING FISCAL YEAR
OTHER FINANCING SOURCES CONT.			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
5252	Transfer from Expendable Trust Funds				
5253	Transfer from Non-Expendable Trust Funds				
5300-5699	Other Financing Sources				
5140	This Section for Calculation of RAN's (Reimbursement Anticipation Notes) Per RSA 198:20-D for Catastrophic Aid Borrowing RAN, Revenue This FY _____ less RAN, Revenue Last FY _____ =NET RAN				
	Supplemental Appropriation (Contra)				
	Voted From Fund Balance			57,381	
	Fund Balance to Reduce Taxes				
<b>Total Estimated Revenue &amp; Credits</b>			<b>867,283</b>	<b>2,453,099</b>	<b>14,613,841</b>

**\*\*BUDGET SUMMARY\*\***

	Current Year Adopted Budget	School Board's Recommended Budget	Budget Committee's Recommended Budget
SUBTOTAL 1 Appropriations Recommended (from page 3)	\$11,732,475	\$12,384,623	\$12,384,623
SUBTOTAL 2 Special Warrant Articles Recommended (from page 4)		\$13,079,167	\$13,079,167
SUBTOTAL 3 "Individual" Warrant Articles Recommended (from page 4)		\$54,405	\$54,405
TOTAL Appropriations Recommended	\$11,732,475	\$25,518,195	\$25,518,195
Less: Amount of Estimated Revenues & Credits (from above)	\$2,453,099	\$14,613,841	\$14,613,841
Less: Amount of Cost of Adequate Education (State Tax/Grant)*	\$3,784,859	\$4,489,789	\$4,489,789
Estimated Amount of Local Taxes to be Raised For Education	\$5,494,517	\$6,414,565	\$6,414,565

Maximum Allowable Increase to Budget Committee's Recommended Budget per RSA 32:18: \$1,257,244  
(See Supplemental Schedule With 10% Calculation)

\*Note: You will also be required to pay a State Education Tax RSA 76:3 and you may be required to pay an additional excess education tax in the amount of \$\_\_\_\_\_.

**BUDGET COMMITTEE SUPPLEMENTAL SCHEDULE**

(For Calculating 10% Maximum Increase)

(RSA 32:18, 19, & 32:21)

Revised 2000

**VERSION #2: Use if you have Collective Bargaining Cost Items**

LOCAL GOVERNMENTAL UNIT: Epping FISCAL YEAR END 2005-2006

Col. A			
	RECOMMENDED AMOUNT		
1. Total <b>RECOMMENDED</b> by Budget Committee (see budget MS7, 27, or 37)	\$25,518,195		
LESS EXCLUSIONS:			
2. Principle: Long-Term Bonds & Notes	76,000		
3. Interest: Long-Term Bonds & Notes	369,757		
4. Capital Outlays Funded From Long-Term Bonds & Notes per RSA 33:8 & 33:7-b	12,500,000		
5. Mandatory Assessments	0		
6. TOTAL EXCLUSIONS (Sum of rows 2-5)	< 12,945,757 >		
7. Amount <b>recommended</b> less recommended exclusion amounts (Line 1 less Line 6)	12,572,438		
8. Line 7 times 10%	1,257,244		
9. Maximum allowable appropriation prior to vote (Line 1 + 8)	13,819,682	Col. B	Col. C (Col. B-A)
10. Collective Bargaining Cost Items, RSA 32:19 & 273-A:1, IV, (Complete Col. A prior to meeting & Col. B and Col. C at meeting)	54,405	Cost items recommended	Cost items voted Amt. voted above recommended

**MAXIMUM ALLOWABLE APPROPRIATIONS VOTED**

At meeting, add Line 9 + Column C.

\$ \_\_\_\_\_

Line 8 plus any not recommended collective bargaining cost items or increases to cost items voted is the maximum allowable increase to budget committee's recommended budget. Please enter this amount on the bottom of the posted budget form, MS7, 27, or 37.

# Amended School Warrant Articles

## Per Deliberative Session (First Session)

### Articles to be voted at the second session:

To the inhabitants of the School District in the Town of Epping, New Hampshire, qualified to vote in District affairs: You are hereby notified of the Annual Epping School District Meeting.

The first session, for the transaction of all business other than voting by official ballot, shall be held Thursday, February 10, 2005 at 7:00 p.m. in the Epping Gymnasium, Epping Middle/High School. The first session shall consist of explanation, discussion, and debate of each warrant article. Warrant articles may be amended, subject to the following limitations:

- Warrant articles whose wording is prescribed by law shall not be amended.
- Warrant articles that are amended shall be placed on the official ballot for a final vote on the main motion, as amended.

The second session of the annual meeting, to vote on questions required by law to be inserted on said official ballot, and to vote on all warrant articles from the first session on official ballot, shall be held Tuesday, March 8, 2005 at the Epping Gymnasium, Epping Middle/High School. The polls shall be open from 8:00 a.m. to 7:00 p.m.

**Article 1:** To see if the Epping School District will vote to raise and appropriate up to and not to exceed the sum of Twelve Million, Five Hundred Thousand dollars (\$12,500,000) for the construction and original equipping of a middle school addition and a high school gymnasium, the renovation of the high school science labs and the creation of a stage area for the middle and high schools, and the payment of associated legal and bonding costs, to

authorize the school board to apply for, obtain and accept federal, state or other aid, if any, which may be available and to comply with all laws applicable to such purchase, to authorize the issuance of not more than \$12,500,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33), to authorize the school board to issue and negotiate such bonds or notes and to determine the rate of interest thereon and the maturity and other terms thereof, and furthermore to appropriate an additional sum of \$354,167 for the 2005-2006 bond payment. **Said project (\$12,500,000 Gross Budget) is estimated to be offset by state building aid of up to 40% over the term of the bond (\$5,000,000 Gross Revenue), with the net gross impact of expenditure minus revenue of \$7,500,000, not including bond interest costs and offsetting impact fee and bond investment revenue.** (3/5-ballot vote required)

**Recommended by the Epping School Board  
Recommended by the Epping Budget Committee**

**Article 2:** To see if the Epping School District will vote to raise and appropriate up to the sum of one hundred-fifteen thousand dollars (\$115,000) for the purchase of 5.9 acres more or less of land (Map 22 Lot 49) abutting the existing school site, the legal and surveying costs, and other costs associated with this purchase, to request from the town the sum of one hundred-fifteen thousand dollars (\$115,000) in collected impact fees to offset this appropriation, and to authorize the School Board to purchase this property on such terms and conditions that the School Board determines to be in the best interest of the School District. **No funds will be**

**raised from general taxation.** (Majority vote required)

**Recommended by the Epping School Board  
Recommended by the Epping Budget Committee**

**Article 3:** To see if the Epping School District will vote to raise and appropriate the sum of one hundred-ten thousand dollars (\$110,000) to repair and/or replace parking areas and drainage problems, to replace hall lockers and carpeted areas, to investigate air ventilation at the elementary school, and to air condition the elementary school gymnasium/multi-purpose room. (Majority vote required)

**Recommended by the Epping School Board  
Recommended by the Epping Budget Committee**

**Article 4:** To see if the Epping School District will vote to approve the cost item included in the collective bargaining agreement reached between the Epping School Board and the Epping Paraprofessional Association, which calls for the following increases in salaries and benefits:

Year	Estimated Increase
2005-2006	\$54,405
2006-2007	\$51,704
2007-2008	\$50,437

and further to raise and appropriate the sum of \$54,405 for the 2005-2006 fiscal year, such sum representing the additional costs attributable to the increases in salaries and benefits over those of the appropriation at current staffing levels paid in the prior fiscal year. (Majority vote required)

**Recommended by the Epping School Board  
Recommended by the Epping Budget Committee**

**Article 5:** To see if the Epping School District will vote to create a planning

committee to study the feasibility of withdrawal from School Administrative Unit No. 14 and the advisability of establishing a School Administrative Unit in accordance with RSA Chapter 194-C. **No funds will be raised from general taxation. The plan is subject to school district approval.** (Majority vote required)

**Recommended by the Epping School Board**  
**Recommended by the Epping Budget Committee**

**Article 6:** Shall the Epping School District raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$12,384,623? Should this article be defeated, the default budget shall be \$12,055,785, which is the same as last year, with certain adjustments required by previous action of the Epping School District or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. (Majority vote required)

**The Epping School Board Recommends**  
**\$12,384,623**

**The Epping Budget Committee Recommends**  
**\$12,384,623**

**Article 7:** To transact any other business which may legally come before this meeting.

SCHOOL WARRANT  
STATE OF NEW HAMPSHIRE

To the Inhabitants of the School District in the Town of Epping, New Hampshire, qualified to vote in district affairs:

You are hereby notified to meet at the Epping Middle/High School Howard Allen Gymnasium in said District on the eighth day of March, 2005, at eight o'clock in the forenoon to act upon the following subjects: (The polls may not close before seven o'clock in the evening.)

1. To choose two School Board Members for the ensuing three years.
2. To choose a School District Moderator for the ensuing three years.
3. To choose a School District Clerk for the ensuing three years.
4. To choose a School District Treasurer for the ensuing three years.
5. To transact any other business which may legally come before this meeting.

Given under our hand at said Epping this 13<sup>th</sup> day of January, 2005.

EPPING SCHOOL BOARD

*Susan N. Kimball*  
 \_\_\_\_\_  
*[Signature]*  
 \_\_\_\_\_  
*Doreen Tibbett*  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

A true copy of warrant - attest::

EPPING SCHOOL BOARD

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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# 2005–2006 Warrant Article Information

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## WARRANT ARTICLE 1

### MIDDLE SCHOOL ADDITION, HIGH SCHOOL GYMNASIUM & SCIENCE LAB RENOVATION

The proposed project is a preschool through grade 12 solution to facility needs across the entire school district in the preschool, elementary, middle, and high schools. Over the past several years facility needs at the high school have affected the middle school, the middle school has moved into the elementary school, and the elementary school has displaced the preschool to the Central School.

#### DISTRICT BENEFITS:

1. Separates the middle school and high school providing appropriate instructional space for middle and high school students.
2. Places grade 6 back with grades 7 and 8 separating the middle school from the elementary school and providing for a true middle school.
3. Permits the preschool to move back to the elementary school giving preschool students access to the elementary library and other services.
4. Maintains the "small school" aspect for Epping Schools.
5. Shares existing core facilities (media center and cafeteria) and site saving 44% in cost over that projected for a separate school.
6. Saves administrative and support staffing costs by the sharing of school administration, nurse, and guidance areas in the middle and high schools.
7. Takes advantage of a window of opportunity with school building aid set at 40% for Epping under new formula (was 30%). District is eligible for \$1,250,000 more in school building aid.
8. Offsets cost using impact fees of approximately \$1,800,000 over the term of the bond.
9. Follows the Master Facilities Plan coordinating this project with the recently completed cafeteria expansion and lobby renovation, the fields project, and the land purchase also proposed this year.
10. Addresses the New Hampshire Department of Education (NHDOE) conditional approval and delay in full compliance status in meeting the Public School Standards for the elementary, middle, and high schools.
11. Addresses the potential to link the violation of the Public School Standards to state grant funding (accountability law). Future state funding would not be jeopardized.
12. Addresses specific concerns identified for the New England Association of Schools and Colleges (NEASC) accreditation of the middle and high schools.
13. Addresses the need for a separate middle school identified by the New England League of Middle Schools (NELMS) in their recent report.
14. Provides much needed gymnasium access for middle and high school programming and town organizations for youth and adult athletic programs.
15. Provides 180 new parking spaces for visitors, staff, and student parking.
16. Provides new access to and from the educational complex alleviating bus and car traffic and addressing student safety concerns due to too many cars and buses in one place.

PROJECTED PROJECT COSTS:

Site Development & Utilities	\$1,220,000
General Construction	\$8,470,000
Upgrades to Existing Building for ADA/Life Safety	\$150,000
Renovations to Science Labs, etc.	\$250,000
Asbestos Abatement Allowance	\$50,000
Equipment	\$550,000
Architect, Engineer, & Other Administrative Costs	\$1,283,000
Contingency	<u>\$527,000</u>
Total Expenditures	\$12,500,000

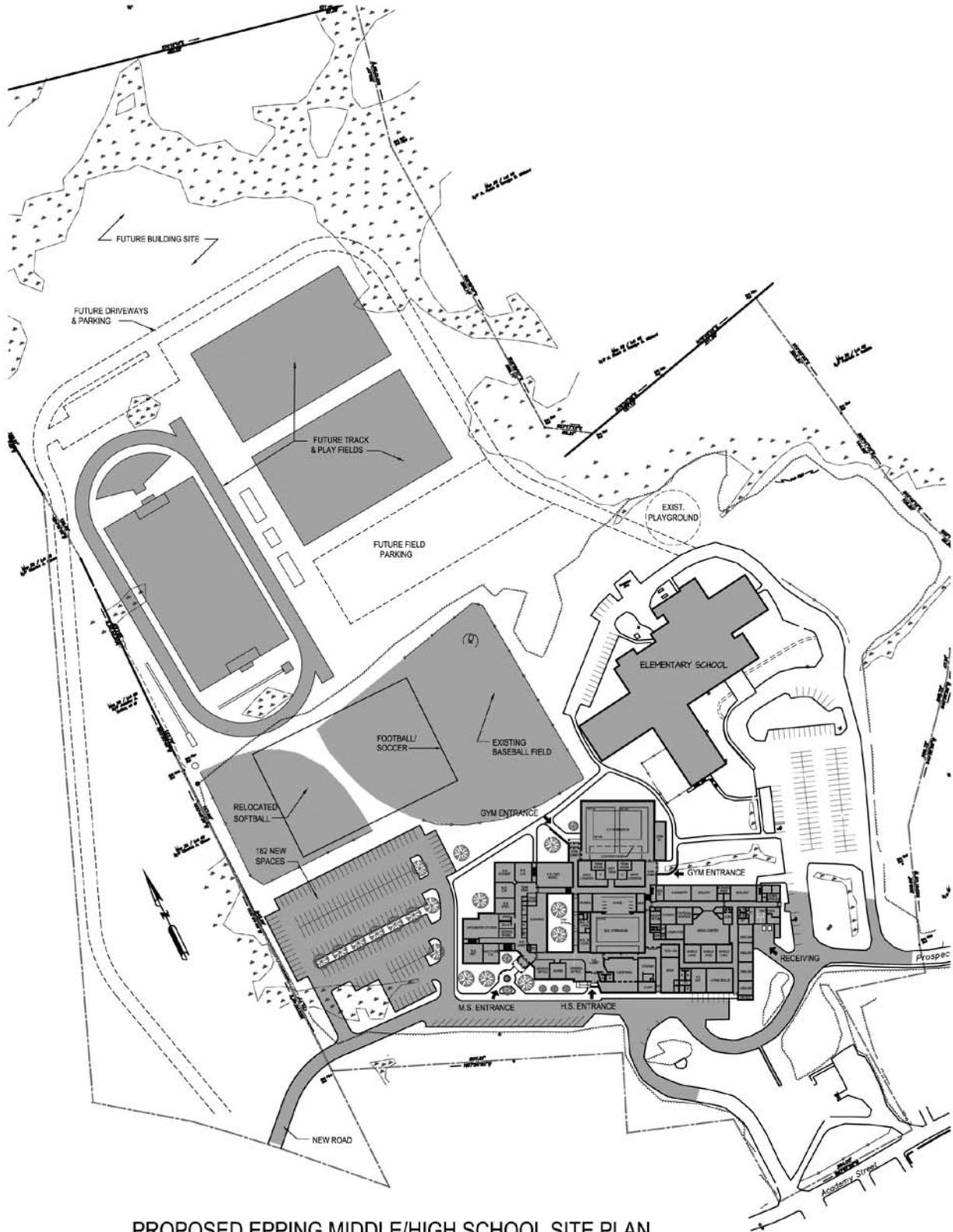
PROJECTED PROJECT REVENUES:

Impact Fees (Collected from town)	\$1,800,000
40% School Building Aid	<u>\$5,000,000</u>
Total Revenues	\$6,800,000

NET PROJECT COST: \$5,700,000

TAX IMPACT:

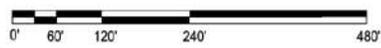
<u>SCHOOL YEAR</u>	<u>CUMULATIVE TAX IMPACT</u>	<u>ANNUAL TAX INCREASE</u>
2005-2006	\$0.45	\$0.45
2006-2007	\$2.69	\$2.24
2007-2008	\$2.93	\$0.24
2008-2009	\$2.84	(\$0.09)
2009-2010	\$2.76	(\$0.08)
2010-2011	\$2.67	(\$0.09)
2011-2012	\$2.59	(\$0.08)
2012-2013	\$2.50	(\$0.09)
2013-2014	\$2.41	(\$0.09)
2014-2015	\$2.34	(\$0.07)
2015-2016	\$2.25	(\$0.09)
2016-2017	\$2.18	(\$0.07)
2017-2018	\$2.10	(\$0.08)
2018-2019	\$2.02	(\$0.08)
2019-2020	\$1.95	(\$0.07)
2020-2021	\$1.87	(\$0.08)
2021-2022	\$1.79	(\$0.08)
2022-2023	\$1.71	(\$0.08)
2023-2024	\$1.63	(\$0.08)
2024-2025	\$1.55	(\$0.08)
2025-2026	\$1.47	(\$0.08)



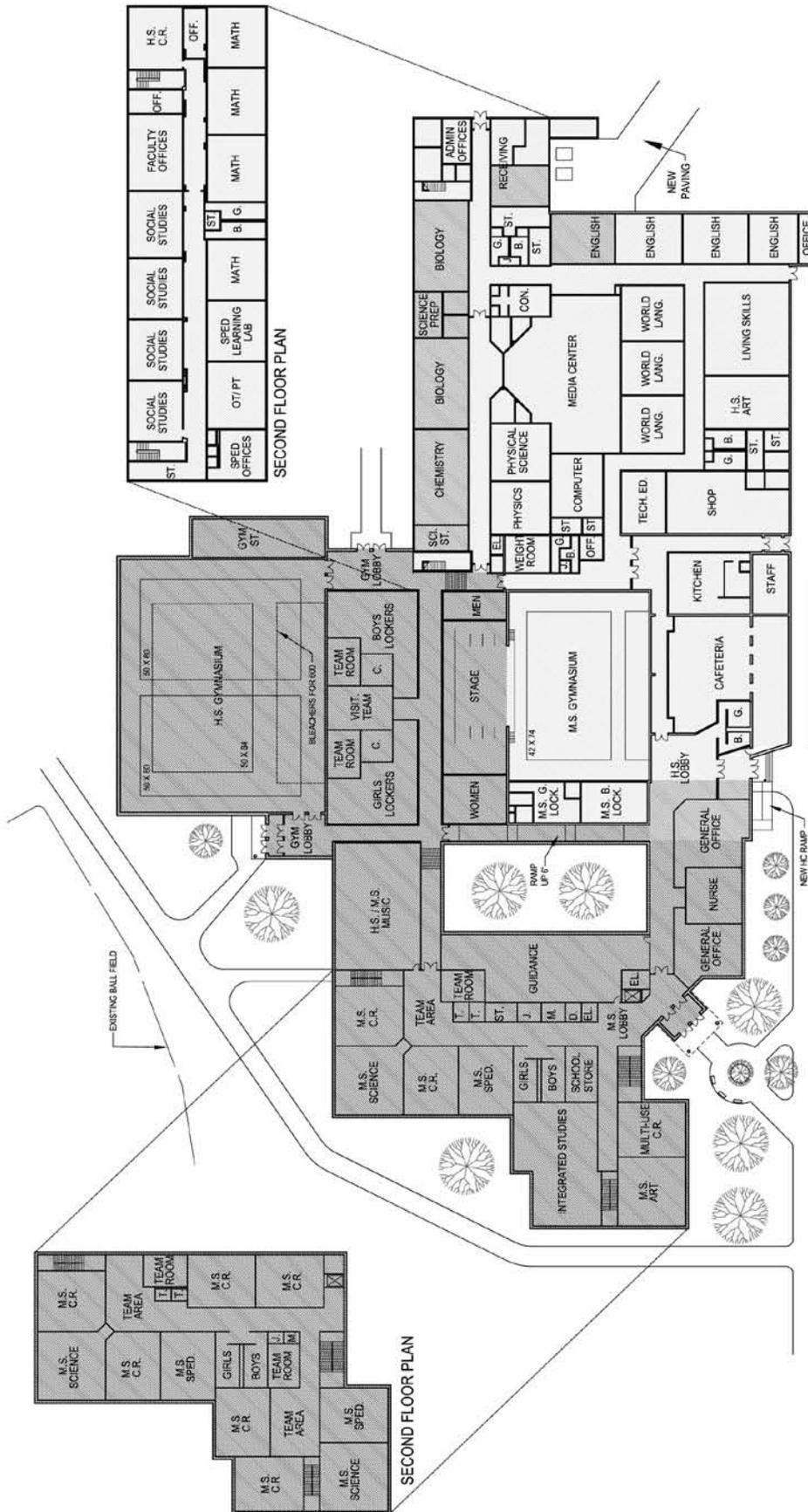
**PROPOSED EPPING MIDDLE/HIGH SCHOOL SITE PLAN**

FRANK P. MARINACE / ARCHITECT, P.A.

JANUARY 17, 2005







**PROPOSED EPPING MIDDLE/HIGH SCHOOL ADDITION**

FRANK P. MARINACE / ARCHITECT, P.A.

76,300 S.F. NEW CONSTRUCTION

JANUARY 10, 2005

0' 20' 40' 80'

EXISTING SCHOOL  
 PROPOSED RENOVATIONS  
 PROPOSED ADDITION

HIGH SCHOOL BENEFITS:

1. Provides high school students with their own school providing instructional space for future courses and electives.
2. Separates the middle and high school students providing a true high school experience for students.
3. Renovates the science labs to provide state of the art instruction in a safe and appropriate environment.
4. Provides a new gymnasium area including two practice courts overlaid with one full size game court, locker rooms, and toilet facilities for regular school day use, athletic practice, and interscholastic athletic events.
5. Addresses the inadequate guidance, administrative, and health office spaces by providing larger areas to be shared by the middle and high school students. Will provide additional space to extend health and guidance services.
6. Provides a stage for student performances, special school events, and assemblies, and a music room specifically designed for acoustics. Will provide for extended music program and student opportunities. (These areas are to be shared by middle and high schools.)
7. Permits the high school classroom space to be reorganized by school department and services making it more efficient for student classroom transition and for staff team meetings.
8. Provides in addition to much needed instructional classroom space, space for individual and small group instruction to address specialized student needs.
9. Provides a separate student and receiving entrance for safer student conditions.
10. Uses the new lobby constructed this summer as the new student entrance providing the high school students with their own building access.
11. Addresses much needed space for special education services, extracurricular meetings, faculty and department team meetings, parent conferences, and general storage needs.

EXCERPTS FROM NEASC REPORT - APRIL 1994:

"Epping Middle/High School is centrally located as part of the Epping Education Complex and is an asset to the town. The building was constructed in stages to accommodate the population growths and to replace an obsolete facility. The design of the building was influenced by the immediate need for more space. The present site is adequate and centrally located with room for expansion."

"The building is structurally sound, but it is not adequately maintained. Moreover, it lacks the structural flexibility in size and type of instructional areas necessary to support curriculum revisions planned for the future. In particular, science labs are in need of updating and classrooms need additional electrical outlets. Heavy demands placed on the gymnasium and poor acoustics compromise programs in drama, music and athletics. The seating capacity of the cafeteria is not adequate for students assigned to the high school lunch period and necessitates the use of hallways and lobby areas where no seating is available. Storage facilities are limited in all areas; consequently some bathrooms have been converted to storage areas."

Note: The Facilities Master Plan has addressed the cafeteria issue in Phase 1 the cafeteria expansion project completed this summer. Phase 2a middle school classrooms and Phase 2b new gymnasium proposed in the March 2005 project address the remaining issues identified for accreditation. Window, lighting, flooring & paving projects are addressing maintenance. The 2005-2006 budget also includes facility maintenance such as locker replacement.

MIDDLE SCHOOL BENEFITS:

1. Provides middle school students with their own school providing instructional space designed for middle school students based on good middle school practice.
2. Separates the middle and high school students providing a true middle school experience for students.
3. Includes grades 6, 7, and 8 altogether in their own school critical to the social, physical, emotional, and academic needs of the middle school student.
4. Provides a middle school environment that promotes the team concept - student and teacher teaming areas - with separate pods for each grade.
5. Provides the middle school with its own gymnasium for extended physical education programming and for their own athletic practices and events.
6. Addresses the inadequate guidance, administrative, and health office spaces by providing larger areas to be shared by the middle and high school students. Will provide additional space to extend health and guidance services.
7. Provides a stage for student performances, special school events, and assemblies, and a music room specifically designed for acoustics. Will provide for extended music program and student opportunities. (These areas are to be shared by middle and high schools.)
8. Provides each middle school grade with 5 instructional classrooms to provide a middle school curriculum.
9. Provides a separate middle school entrance to be also used as the main evening entrance.
10. Provides a middle school art room and a large integrated studies room to meet standards for technology, family consumer, and other exploratory programming.
11. Includes a school store for student needs and for student educational experience.
12. Addresses much needed space for special education services, extracurricular meetings, faculty and department team meetings, parent conferences, and general storage needs.

EXCERPTS FROM NELMS REPORT - NOVEMBER 2004:

"The focus of these recommendations is that the middle level students at EMHS need a "school of their own." This is not to say they need a building of their own, although space is the primary concern of many with whom we spoke. The fact of the matter is that Epping needs Epping Middle School - a school based on the needs of young adolescent learners rather than trying to be appropriate for seven grade levels. Epping needs to look carefully at the program it offers and adjust it to reflect the unique needs of the 10-14 year old, the middle level learner."

"Overall, the middle school lacks its own identity; the proximity of the high school and the sharing of both space and staff contribute to a traditional junior high approach. Middle level students clearly expressed to the Visiting Team their desire for their own school. Sixth grade students describe feeling "not really part of the middle school" because of the physical separation of their classes in the elementary school."

"Overcrowded halls and the intermingling of high school and middle school students is not conducive to a healthy learning environment."

**"The strength of Epping Middle High School is its people. The students are enthusiastic and the teachers care deeply about them. The most significant recommendation of this report is that the young adolescents in Epping deserve their own school. Even if the school needs to share the facility with the high school, Epping needs a middle school."**

ELEMENTARY AND PRESCHOOL SCHOOL BENEFITS:

1. Permits the preschool to move back to the elementary school giving preschool students access to the elementary library and other services, and providing for smooth school transitions.
2. Separates the elementary and middle school students providing a true elementary school experience.
3. Provides the elementary students with a classroom for music instruction.
4. Provides adequate space for student Title 1 services.
5. Provides the elementary school with its own gymnasium for extended physical education programming before and after school.
6. Addresses issues with elementary student safety in the parking lot and on the playground due to too many cars and buses flowing past and around the elementary school.
7. Permits the elementary school to be reorganized into a P-1 wing, 2-3 wing, and 4-5 wing recognizing student developmental differences and promoting grade level teaming.
8. Addresses much needed space for special education services, extracurricular meetings, faculty and department team meetings, parent conferences, and general storage needs.

ELEMENTARY SCHOOL APPROVAL DESIGNATIONS:

## Approved with Distinction

2001-2002 School Year  
2002-2003 School Year

(Highest approval for meeting all standards & for providing kindergarten.)

## Conditionally Approved

2003-2004 School Year  
2004-2005 School Year

(Lowest approval for not meeting all standards. )  
(Elementary school could not meet the facility standards due to grade 6.)



## EPPING MIDDLE SCHOOL ADDITION HIGH SCHOOL GYMNASIUM SCIENCE LAB RENOVATIONS

<b>2005-2006</b>		<b>2006-2007</b>	
<b>Construction</b>	<b>\$12,500,000</b>	<b>Construction with</b>	<b>\$13,750,000</b>
<b>at current rates</b>		<b>10% inflation</b>	
<b>Impact Fees</b>	<b>(\$1,800,000)</b>	<b>Impact Fees</b>	<b>(\$1,800,000)</b>
<b>Building Aid 40%</b>	<b><u>(\$5,000,000)</u></b>	<b>Building Aid 30%</b>	<b><u>(\$4,125,000)</u></b>
	<b>\$5,700,000</b>		<b>\$7,825,000</b>

### NET IMPACT OF WAITING ONE YEAR **\$2,125,000 - 37%**

The cost of waiting an additional year to approve the middle high school addition could be as high as \$2,125,000 (37% increase). Each year the state decides how much building aid to give each town. It is not unreasonable to assume a 10% increase in materials and labor over the next year. This would increase building costs by \$1,250,000. In the current year Epping has been awarded 40% building aid for projects submitted during the year for the first time. There is no guarantee that this figure will not revert to the 30% we have always received before. Dropping to the usual 30% reimbursement rate would result in a decrease in aid of \$875,000. The combined effect is to increase expenses by \$2,125,000.

**EPPING MIDDLE SCHOOL ADDITION  
HIGH SCHOOL GYMNASIUM  
SCIENCE LAB RENOVATIONS  
TAX IMPACT BREAKDOWN**

YEAR	ANNUAL TAX INCREASE	ASSESSED HOME VALUE					
		\$150,000		\$200,000			
		PER YEAR	PER MONTH	PER YEAR	PER MONTH	PER YEAR	PER MONTH
2005-06	\$0.45	\$68	\$5.63	\$90		\$7.50	
2006-07	\$2.25	\$338	\$28.13	\$450		\$37.50	
2007-08	\$0.23	\$35	\$2.88	\$46		\$3.83	
2008-09	-\$0.09	-\$14	-\$1.13	-\$18		-\$1.50	

Assumes \$5M growth in town assessment each year.  
Based on present evaluation.

## WARRANT ARTICLE 2 LAND PURCHASE

### BENEFITS:

1. Adds 5.9 acres to the existing Epping School site.
2. Provides another access way to and from Prescott Road and future access to back property.
3. Complements the Epping School District's Facilities Master Plan for immediate and future district needs.
4. Corrects traffic congestion issues affecting all schools by providing a separate entrance and exit for the middle/high school.
5. Corrects traffic congestion issues on Main Street caused by school traffic.
6. Provides more flexibility to existing site in placing fields and parking areas.
7. Addresses student safety concerns caused by car and bus traffic flow being directed between the elementary and middle/high school - too many cars and buses in one spot.
8. **NO COST TO COMMUNITY.** Land purchase and all associated expenses to be paid with impact fees collected to date from developers.

### NOTE:

Property is denoted by triangle shape on the New Proposal for Epping Middle/High School west of the middle/high school in lower left corner.

### PROJECTED COSTS:

Land	\$100,000
Legal, surveying, & other expenses	<u>\$15,000</u>
Subtotal Expenses	\$115,000

### PROJECTED REVENUES:

Impact fees	<u>\$115,000</u>
Subtotal Revenues	\$115,000

NET COST: \$0

TAX IMPACT: \$0.00

### WARRANT ARTICLE 3 RENOVATIONS

#### BENEFITS:

1. Replaces carpet with tile in elementary school to address health concerns.
2. Studies air quality in elementary school.
3. Increases community and school use of elementary gymnasium through installation of air conditioning system to reduce excessive heat in fall and spring.
4. Continues paving of middle/high school parking and addresses water drainage impacting Prescott Road.
5. Eliminates potential safety hazard by repairing and resurfacing Central School parking lot.
6. Upgrades existing middle/high facility through installation of new lockers and replacement of tiles in hallways as addressed in NEASC accreditation report of 1994.

COST: \$110,000

TAX IMPACT: \$0.45

### WARRANT ARTICLE 4 PARAPROFESSIONALS' COLLECTIVE BARGAINING AGREEMENT

#### BENEFITS:

1. Keeps Epping competitive in attracting and retaining quality paraprofessionals by offering competitive compensation to its 43 paraprofessionals.
2. Establishes a three-year agreement that provides reasonable budget increases through June 2008.

<u>SCHOOL YEAR</u>	<u>COST</u>	<u>TAX IMPACT</u>
2005-2006	\$54,405	\$0.22
2006-2007	\$51,704	\$0.21
2007-2008	\$50,437	\$0.20

## WARRANT ARTICLE 5 SAU PLANNING COMMITTEE

### BENEFITS:

1. Evaluates the services and cost of SAU No. 14 from Epping's perspective
2. Determines if Epping is receiving adequate services for cost
3. Studies alternatives to SAU No. 14 if needed
4. Develops a plan to provide SAU services for Epping
5. Presents the plan to the voters for approval in March 2006
6. Prepares for the potential withdrawal of the Chester and/or Fremont School Districts
7. **NO COST TO COMMUNITY.**

### NOTES:

1. SAU organization has been a topic of discussion at SAU Joint School Board Meetings and Epping Budget Committee Meetings.
2. At the SAU level concern has been raised regarding all three districts - Chester, Epping, & Fremont - sending their students to three different high schools and its effect on SAU efficiency.
3. At both the SAU and Budget Committee levels concerns have been raised regarding Epping receiving comparable services for cost.
4. The Chester School District has placed a similar article on their warrant this year along with an expendable trust to fund a withdrawal.
5. The Fremont School District has also placed a SAU planning committee on their warrant.
6. This committee is governed by state law (RSA Chapter 194-C) and is advisory only.
7. The committee consists of 2 school board members, 1 budget committee member, 4 public members, and the superintendent (non-voting).

COST: \$0

TAX IMPACT: \$0.00

**WARRANT ARTICLE 6  
2005-2006 BUDGET**

BENEFITS:

1. Maintains current school program.
2. Implements changes necessary to comply with state and federal requirements under No Child Left Behind and address NEASC accreditation concerns.

NOTE:

Special education mandates, new standards required by No Child Left Behind, obligations arising from negotiated salary and benefit contracts, increases in vocational tuition, payments on the cafeteria project, rising fuel & electricity costs, and facility accreditation issues have collectively placed a significant strain on available resources. The district continues to work hard to minimize the impact these increased obligations have on the budget by reorganizing existing resources so as to cover new costs. Although the district anticipates increased state funding (per NHDOE figures), due to changes in the funding formula based on present legislation, the increased revenue is more than offset by expenses necessitated by these additional requirements.

EXPENDITURE INCREASES

TEACHERS' COLLECTIVE BARGAINING	\$241,308
NO CHILD LEFT BEHIND	\$18,719
SPECIAL EDUCATION	\$269,541
HEALTH INSURANCE & RETIREMENT INCREASE	\$209,090
VOCATIONAL TUITION	\$18,200
CAFETERIA BOND	\$82,568
TRANSPORTATION	\$24,778
FACILITIES (FUEL, ELECTRIC, ACCREDITATION)	\$108,588
NEW EQUIPMENT	\$40,604
OTHER	<u>\$166,252</u>
	\$1,179,648

REVENUE CHANGES

MORE STATE TAX AND EDUC GRANT	\$704,930
MORE OTHER REVENUE	\$24,408
LESS TUITION	(\$169,090)
LESS BUILDING AID	(\$30,166)
FUND BALANCE 04-05	(\$57,381)
DEFICIT APPROPRIATION 03-04	<u>\$60,000</u>
	\$532,701

NET IMPACT \$646,947

ESTIMATED TAX IMPACT OF RECOMMENDED \$2.65

ESTIMATED TAX IMPACT OF DEFAULT \$1.30

**NOT IN DEFAULT BUDGET  
2005-2006**

Regular Education Substitutes*	\$3,990
Athletic Director Salary Raise*	\$3,357
Regular Education Supplies, Repairs, Equipment	\$88,955
New Athletic Sports (JV football, tennis, spirit)	\$4,428
Elementary Enrichment and Summer Programs	\$4,550
Athletic Equipment and Repair Increase	\$8,708
School Resource Officer (Warrant Article Last Year)	\$36,000
Guidance Supplies & Equipment (Testing for NCLB)	\$11,159
Health Supplies & Equipment	\$320
Elementary Curriculum Study (Literacy Work for NCLB)	\$11,000
Teacher Mentoring Program (Retention of New Teachers)	\$5,000
Technology Specialist Raise*	\$3,082
Part-time Computer Technician*	\$13,002
School Board Expenses (Reflects Actual Cost)	\$19,648
Special Education Administration and Secretary Raises*	\$6,313
Special Education Part-time Secretary for EES and MHS*	\$22,391
School Administration and Secretary Raises*	\$25,389
New Custodian (NEASC Accreditation)*	\$31,135
Custodian Raises*	\$4,661
Window replacement (EES Energy Efficiency)	\$10,000
New Lockers (50) (NEASC Accreditation)	\$6,250
Grounds Maintenance (NEASC Accreditation)	\$3,000
Athletic Transportation	\$6,500
<b>Total</b>	<b>\$328,838</b>

\*Raises and staff positions include associated benefits.

# Deliberative Session Minutes

February 10, 2005

Due to the absence of School Moderator Harold LaPierre, Town Moderator Robert Goodrich was asked to govern the Deliberative Session for the Epping School District.

## Meeting was called to order at 7:11pm by Moderator Goodrich.

Budget Committee Chairperson Jim McGeough introduced the budget committee members in attendance. They were Liz Conrad, Pam Tibbetts (School Board Rep.), Kim Sullivan (Selectman Rep.), Steve Illsley, Mike King, Mark Nickerson, Brenda McCartney and Laurie Benson.

School Board Chairperson Sue Kimball introduced the school board members and administrators in attendance. They were Mr. Bornstein (school counsel), Superintendent Barbara Munsey, Business Manager Martha Williamson, Scott Booth, Pam Tibbetts, Marci Morris, Principals Mark Vallone and Mike Sanz and School District Clerk Robin O'Day.

School Board Chairperson Sue Kimball read a statement to the audience thanking them for attending this evening's meeting and thanked EPTV for video taping all the school board meetings throughout the year. The topic of Chairperson Kimball's speech this evening was "CHANGE". She discussed all the past and present attempts to improve both buildings and curriculum in Epping schools and that now is the time to make the appropriate changes that are needed to keep our schools moving towards a positive future. She discussed the overcrowding issues that have been plaguing the school district since 1996. It was stated that Epping is currently on warning status for accreditation and that voting for the proposed building plan would allow Epping to be placed on approved status with the Department of Education. With the state building aid being at 40% this

year, now is the best time to build the school addition that is needed and provide a better learning environment for both staff and students.

Moderator Goodrich read the rules of the meeting at 7:25pm. He explained the purpose of the Deliberative Session and the process of voting for amendments.

**Article 1:** To see if the Epping School District will vote to raise and appropriate up to and not to exceed the sum of Twelve Million, Five Hundred Thousand dollars (\$12,500,000) for the construction and original equipping of a middle school addition and a high school gymnasium, the renovation of the high school science labs and the creation of a stage area for the middle and high schools, and the payment of associated legal and bonding costs, to authorize the school board to apply for, obtain and accept federal, state or other aid, if any, which may be available and to comply with all laws applicable to such purchase, to authorize the issuance of not more than \$12,500,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33), to authorize the school board to issue and negotiate such bonds or notes and to determine the rate of interest thereon and the maturity and other terms thereof, and furthermore to appropriate an additional sum of \$354,167 for the 2005-2006 bond payment. **Said project (\$ 12,500,000 Gross Budget) is estimated to be offset by state building aid of up to 40% over the term of the bond (\$5,000,000 Gross Revenue), with the net gross impact of expenditure minus revenue of \$7,500,000, not including bond interest costs and offsetting impact fee and bond investment revenue.** (3/5-ballot vote required)

**Recommended by the Epping School Board**

**Recommended by the Epping Budget Committee**

Member Kimball made Motion to accept Article I as read. Seconded by Member Tibbetts. Motion Passed.

Article 1 was presented by Member Booth. Member Booth discussed the space needs that currently exist in the EMHS and Elementary school and how the proposed building plan would help solve them. He explained that both EES and EHS are in their 2nd year of conditional approval by the Department of Education and that the EMS is on its 3rd and final year of conditional approval. No school is allowed to stay in conditional approval for more than 3 years. Epping is at the end of approval status with the New Hampshire Department of Education and New England Association of Schools and Colleges (NEASC) There must be a plan brought forth to the state this year or Epping will be faced with being placed on unapproved status which will drastically effect school funding from both the State and Federal government and will be breaking State of New Hampshire education law. Member Booth identified parts of the plan from the architectural drawings that were available for viewing. He further explained the improvements to parking, traffic flow, athletic fields, science labs, new entrances, middle school addition, new gymnasium and proposed stage area.

Member Booth discussed costs and the breakdowns and encouraged everyone to not wait another year to vote for the proposed plan. He explained that waiting will cost the taxpayers much more next year because costs will escalate and the district will receive less building aid from the state.

Colleen Schmidt, Tom Seaman, Shirley Childs, Christopher Pipitone, Heidi Jordan, Liz Conrad, Steve Illsley, Marci Morris, Mark Vallone and Mike Sanz all spoke in support of Article 1 and the impact it will have in allevi-

ating many problems that have faced Epping schools for many years.

Motion to move the question by audience member. Motion seconded. Motion passed.

**Article 1 will appear on ballot as written.**

**Article 2:** To see if the Epping School District will vote to raise and appropriate up to the sum of one hundred-fifteen thousand dollars (\$115,000) for the purchase of 5.9 acres more or less of land (Map 22 Lot 49) abutting the existing school site, the legal and surveying costs, and other costs associated with this purchase, to request from the town the sum of one hundred-fifteen thousand dollars (\$115,000) in collected impact fees to offset this appropriation, and to authorize the School Board to purchase this property on such terms and conditions that the School Board determines to be in the best interest of the School District. **No funds will be raised from general taxation.** (Majority vote required)

**Recommended by the Epping School Board  
Recommended by the Epping Budget Committee**

Member Kimball made Motion to accept Article 2 as read. Seconded by Member Tibbetts. Motion passed.

Member Booth presented Article 2 and explained the proposed property in the Warrant. Approval of this warrant would help improve parking needs and traffic issues at the EMHS.

**Article 2 will appear on ballot as written.**

**Article 3:** To see if the Epping School District will vote to raise and appropriate the sum of one hundred-ten thousand dollars (\$110,000) to repair and/or replace parking areas and drainage problems, to replace hall lockers and carpeted areas, to investigate air ventilation at the elementary school, and to air condition the elementary school gymnasium/multi-purpose room. (Majority vote required)

**Recommended by the Epping School Board  
Recommended by the Epping Budget Committee**

Member Kimball made Motion to ac-

cept Article 3 as read. Seconded by Member Tibbetts. Motion passed.

Member Kimball presented Article 3 and the need for voter approval in order to complete some major maintenance items, to improve air quality and overall appearance of buildings.

**Article 3 will appear on ballot as written.**

**Article 4:** To see if the Epping School District will vote to approve the cost item included in the collective bargaining agreement reached between the Epping School Board and the Epping Paraprofessional Association, which calls for the following increases in salaries and benefits:

Year	Estimated Increase
2005-2006	\$54,405
2006-2007	\$51,704
2007-2008	\$50,437

and further to raise and appropriate the sum of \$54,405 for the 2005-2006 fiscal year, such sum representing the additional costs attributable to the increases in salaries and benefits over those of the appropriation at current staffing levels paid in the prior fiscal year. (Majority vote required)

**Recommended by the Epping School Board  
Recommended by the Epping Budget Committee**

Member Kimball made Motion to accept Article 4 as read. Seconded by Member Tibbetts. Motion passed.

Member Morris presented Article 4 she explained that she, along with Member Nollett and Superintendent Munsey, had negotiated over 11 sessions with 5 members of the paraprofessional bargaining team and their legal representative. Member Morris stated that she felt a fair and balanced paraprofessional contract had been negotiated. She discussed details of the contract and urged all to support the article.

**Article 4 will appear on ballot as written.**

**Article 5:** To see if the Epping School District will vote to create a planning committee to study the feasibility of

withdrawal from School Administrative Unit No. 14 and the advisability of establishing a School Administrative Unit in accordance with RSA Chapter 194-C. **No funds will be raised from general taxation. The plan is subject to school district approval.** (Majority vote required)

**Recommended by the Epping School Board  
Recommended by the Epping Budget Committee**

Member Kimball made Motion to accept Article 5 as read. Seconded by Member Tibbetts. Motion passed.

Member Morris presented Article 5 and gave brief overview of SAU#14. She stated that currently there are three districts within the SAU that send their students to three different high schools. The warrant doesn't allow the School Board to withdraw from the SAU it simply allows them to form a study committee to look at the options available and report back to the School Board. Any withdrawal would have to be brought before the voters for approval next year.

**Article 5 will appear on ballot as written.**

**Article 6:** Shall the Epping School District raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$12,384,623? Should this article be defeated, the default budget shall be \$12,055,785, which is the same as last year, with certain adjustments required by previous action of the Epping School District or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. (Majority vote required)

**The Epping School Board Recommends  
\$12,384,623  
The Epping Budget Committee Recommends  
\$12,384,623**

Member Kimball made Motion to accept Article 6 as read. Seconded by Member Tibbetts. Motion passed.

Member Tibbetts presented Article 6 and explained portions of the proposed budget. It was stated that both the budget committee and school board worked very hard in making this an affordable budget for the taxpayers and urged all to support the budget at

the polls in March.

**Article 6 will appear on ballot as written.**

**Article 7:** To transact any other business which may legally come before this meeting.

Moderator Goodrich announced that Candidates Night will be held on Wednesday, February 16, 2005 at

7:00pm. He urged all voters to attend the polls on March 8, 2005.

**Meeting was adjourned at 9:07pm.**

*Respectfully submitted,*

*Robin A. O'Day*  
*School District Clerk*

# Auditor's Report



## PLODZIK & SANDERSON

*Professional Association/Accountants & Auditors*

193 North Main Street • Concord • New Hampshire • 03301-5063 • 603-225-6996 • FAX-224-1380

### INDEPENDENT AUDITOR'S REPORT

To the Members of the School Board  
Epping School District  
Epping, New Hampshire

We have audited the accompanying financial statements of the governmental activities, each major fund and the aggregate remaining fund information of the Epping School District as of and for the year ended June 30, 2004 which collectively comprise the School District's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the School District's management. Our responsibility is to express opinions on the financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund and the aggregate remaining fund information of the Epping School District as of June 30, 2004, and the respective changes in financial position thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

As described in Note 2, as of July 1, 2003, the School District has implemented a new financial reporting model, as required by the provisions of the GASB Statement No. 34, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments*.

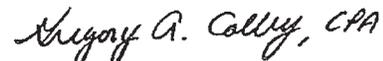
In accordance with *Government Auditing Standards*, we have also issued a report dated October 15, 2004 on our consideration of the School District's internal control over financial reporting and our tests of compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

The management's discussion and analysis and budgetary comparison information are not a required part of the basic financial statements, but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

*Epping School District  
Independent Auditor's Report*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Epping School District's basic financial statements. The combining and individual fund statements and schedules are presented for the purposes of additional analysis and are not a required part of the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is also not a required part of the basic financial statements of the Epping School District. The combining and individual fund financial statements and the schedule of expenditures of federal awards have been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, are fairly stated in all material respects in relation to the basic financial statements taken as a whole.

October 15, 2004

  
GREGORY A. COLBY, CPA  
PŁODZIK & SANDERSON  
Professional Association

*EXHIBIT A-1*  
*EPPING SCHOOL DISTRICT*  
*Balance Sheet*  
*Governmental Funds*  
*June 30, 2004*

	<u>General</u>	<u>Food Service</u>	<u>Federal Projects</u>	<u>Non-Major Governmental Funds</u>	<u>Total Governmental Funds</u>
<b>ASSETS</b>					
Cash and cash equivalents	\$ 36,681	\$ 128,509	\$	\$	\$ 165,190
Receivables:					
Accounts	130				130
Intergovernmental		25,214	99,709		124,923
Interfund receivable	235,383				235,383
Prepaid items	40,518				40,518
Total assets	<u>\$ 312,712</u>	<u>\$ 153,723</u>	<u>\$ 99,709</u>	<u>\$ -0-</u>	<u>\$ 566,144</u>
<b>LIABILITIES AND FUND BALANCES</b>					
Liabilities:					
Accounts payable	\$ 207,228	\$	\$	\$	\$ 207,228
Contracts payable	38,492				38,492
Retainage payable	2,026				2,026
Interfund payable		135,674	99,709		235,383
Total liabilities	<u>247,746</u>	<u>135,674</u>	<u>99,709</u>	<u>-0-</u>	<u>483,129</u>
Fund balances:					
Reserve for encumbrances				23,000	23,000
Unreserved:					
Undesignated, reported in:					
General fund	64,966				64,966
Special revenue fund		18,049			18,049
Deficit				(23,000)	(23,000)
Total fund balances	<u>64,966</u>	<u>18,049</u>	<u></u>	<u>(23,000)</u>	<u>83,015</u>
Total liabilities and fund balances	<u>\$ 312,712</u>	<u>\$ 153,723</u>	<u>\$ 99,709</u>	<u>\$ -0-</u>	<u>\$ 566,144</u>

The notes to financial statements are an integral part of this statement.

## EPPING SCHOOL DISTRICT

DETAILED EXPENDITURE & REVENUE DATA FOR SPECIAL  
EDUCATION (HANDICAPPED / DISABLED ONLY) ( ALL FUNDS)

REQUIRED PER RSA 32:11-a

<u>EXPENDITURE</u>	<u>2002-2003</u>	<u>2003-2004</u>
Instruction	\$1,834,495	\$1,816,028
Related Services	\$472,345	\$474,686
Administration	\$107,496	\$127,762
Legal	\$0	\$2,290
Transportation	<u>\$116,498</u>	<u>\$157,192</u>
TOTAL	\$2,530,834	\$2,577,959

<u>REVENUE</u>	<u>2002-2003</u>	<u>2003-2004</u>
Tuition (Local)	\$103,594	\$283,847
Adequate Education (State)	\$508,239	\$526,128
Catastrophic Aid (State)	\$69,872	\$64,240
Medicaid (Federal)	\$90,077	\$58,400
Disability Programs (Federal)	<u>\$156,995</u>	<u>\$182,273</u>
TOTAL	\$928,777	\$1,114,889

<u>EXPENDITURE</u>	<u>2002-2003</u>	<u>2003-2004</u>
MINUS REVENUE	\$1,602,057	\$1,463,070

DETAILED EXPENDITURE & REVENUE DATA FOR SPECIAL  
EDUCATION (CULTURALLY DEPRIVED, BILINGUAL, AND  
GIFTED & TALENTED) ( ALL FUNDS)

<u>BILINGUAL EDUCATION</u>	<u>2002-2003</u>	<u>2003-2004</u>
Expenditure	\$ 22,276	\$ 26,012
Revenue	<u>0</u>	<u>0</u>
Expenditure minus Revenue	\$ 22,276	\$ 26,012

No expense / revenue reported for culturally deprived, bilingual,  
or gifted / talented.