

APPROVED PUBLIC MEETING MINUTES

Note: When feasible, TRSB meetings are videotaped. These meeting minutes reflect only a basic summary of the meeting topics, discussion, and action. The Vimeo recording of this meeting can be viewed at: <https://vimeo.com/trsd>
Materials presented at the board meeting may be viewed at: [School Board Meeting Agenda Materials](#)

Timberlane Regional School Board Meeting Minutes

Regular Board Meeting
January 8, 2026
7:00 PM

Superintendent's Office
30 Greenough Road
Plaistow, NH

Call to Order

Board Members Present

Marianne Springer, Brienna Woodworth (arrived 7:58), Mark Sherwood, Shauna Manthorn (arrived at 7:19), Katie Knutsen, Don Woodworth, Jack Sapia, Alyssa Kowalczyk

Excused Absence: Paul LeCain

Seated at the Board Table

Justin Krieger, Superintendent
Sandra Allaire, Assistant Superintendent
Ginger Drechsel, Director of Student Services
Cameron Stack, Student Representative

Administrators Present

Fran DeCinto, Director of Human Resources

Mrs. Knutsen called the meeting to order at 7:02 pm.

APPROVAL OF MINUTES

MOTION: Mrs. Springer motioned to accept the public meeting minutes of 12/18/25. Seconded by Mrs. Kowalczyk Motion passed: 5-0-1 (Sherwood abstained)

MOTION: Mrs. Kowalczyk motioned to accept the non-public meeting minutes of 12/18/25. Seconded by Mrs. Springer. Motion passed: 5-0-1 (Sherwood abstained)

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STUDENT, STAFF & FAMILY SHARE

Danielle Foley, Assistant Principal of the Alternative Education Pathways brought two parents to speak about the success their students have had while in alternative learning programs. One of the parents has a son who attended the HiSet program and he has completed high school ahead of time. She explained the difficulties he had with attending school during the regular school day and this program has worked out very well for him. He was able to finish high school early.

The other parent explained that her son did not enjoy going to school. He opted to enroll in the full time evening division. He enjoys it and is doing really well. It has been a complete turnaround for him. He will be able to graduate. Both parents were very appreciative that the District offers these alternative programs.

DELEGATES & INDIVIDUALS

There were no delegates or individuals requesting to speak.

STUDENT REPRESENTATIVE

Cameron Stack provided an update on the events and happenings in the schools. The high school had their Mealy's Meals send off. Mid-terms are coming up. The high school hosted an information night for the Class of 2030. He provided an update on the winter sports. At the Middle School, the musical "Oz" is coming up. The Middle School math students placed 1st in the Titan Division Prodigy Competition and competed against schools across NH. They qualified for the nationals in May and have a chance to win \$200,000 in tech grants for the school. Sandown North has offered new after-school enrichment programs and different clubs.

CURRENT BUSINESS

A. Phase IV of Lease: TRHS Enclosure

Chris Roy with EEI came before the Board to provide information and answer any questions the Board may have. At the previous Board meeting, the Board discussed the prospect of removing the PAC Roof project from Phase IV and adding a project focused on the building enclosure at TRHS.

Mr. Roy stated the enclosure work would indeed satisfy the statutory requirement of 33:7-e. He also stated the PAC Roof has a definitive scope of work outlined in a contractual agreement with a defined cost number. The TRHS enclosure project is a conceptual idea that does not have a definitive scope of work outlined in a contractual agreement and, therefore, the cost number is undetermined at this time.

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He stated the PAC Roof project is scheduled for the summer of 2027 and if the Board wished to move on the TRHS enclosure project, EEI would need some time to assess and work with the Facilities Committee to generate a specific scope of work in a contractual agreement with a defined cost number for the Board to consider. The projected date of work for the enclosure project would be the summer of 2027. Currently, the cost number of the PAC Roof in Phase IV is at \$817,000.

With regard to which project is more critical, he stated there are sound arguments for both. However, the PAC Roof is entirely preventative at this stage whereas the high school has demonstrated water entering the building and may suggest the enclosure to be the priority. There are four different surfaces on the building.

Mr. Sapia thinks a good way to approach this work is to do it in phases. Mr. Roy was in agreement.

MOTION: Mr. Sherwood motioned to rescind the approval for the PAC roof project funding and reallocate those funds for the TRHS enclosure renovation. Seconded by Mr. Sapia. Motion passed 6-0-0

(Mrs. Manthorn arrived at 7:19)

B. Tentative Agreements

Mrs. DeCinto stated they have had successful negotiations.

1. Timberlane Certified Occupational Therapy Assistants & Speech/Language Pathology Assistants Union (TCSU)

Mr. Krieger explained the Timberlane Certified Occupational Therapy Assistants & Speech Language Pathology Assistants Union includes 10 employees. This is a 3-year agreement. They will have a 7-hour day and they have a salary schedule. There were health concessions and the district will have the ability to contract for these positions going forward.

Mrs. Knutsen and Mrs. Manthorn sat on the negotiating team.

MOTION: Mrs. Manthorn motioned to ratify the agreement between the Timberlane Regional School District and the Timberlane Certified Occupational Therapy Assistants & Speech Language Pathology Assistants Union and place it on the ballot. Seconded by Mr. Woodworth. Motion passed 7-0-0

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Mr. Krieger stated the cost of this agreement over 3 years is \$96,973. The first year is at \$61,378 for a total average of \$9,700 per employee over the cost of the 3-year agreement.

2. Timberlane Administrators' Union (TAU)

Mr. Krieger explained there are 28 employees in the union. This is a 3-year agreement.

Mrs. Knutsen and Mrs. Kowalczyk were on the negotiating team. Mrs. Kowalczyk stated they really focused on leveling out the playing field regarding pay and described the process they took.

MOTION: Mrs. Manthorn motioned to ratify the agreement between the Timberlane Regional School District and the Timberlane Administrators Union and place it on the ballot. Seconded by Mrs. Kowalczyk. Motion passed 7-0-0

Mr. Krieger stated the total cost of this agreement is \$416,848 with the first year at \$142,218 for a total average of \$15,000 per employee over the 3 years.

3. Timberlane Administrative Assistants/Secretaries and Skilled Maintenance Employees Union (TAAM)

Mr. Krieger explained the TAAM has newly added IT staff. This is a 3-year agreement with 48 employees.

Mr. Woodworth and Mrs. Manthorn were on the negotiating team. Mrs. Manthorn stated there were so many moving parts with this group. They were making sure they addressed everyone's needs. This is a very fair contract for this group.

Mr. Krieger explained that the district achieved probationary status wording, health concessions, and the ability to contract out to fill vacancies.

MOTION: Mrs. Manthorn motioned to ratify the agreement between the Timberlane Regional School District and Timberlane Administrative Assistants/Secretaries and Skilled Maintenance Employees Union and place it on the ballot. Seconded by Mrs. Kowalczyk Motion passed 7-0-0

Mr. Krieger stated the total cost of this agreement is \$496,000 with the first year at \$192,738 for a total average of \$10,000 per employee over the 3 years.

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4. Timberlane Support Staff Union (TSSU) for paraeducators

Mr. Sherwood and Mrs. Springer were on the negotiating team. This is a 2-year agreement. The TSSU has 132 employees.

Mr. Sherwood explained there were lots of different compromises on both sides. The benefits to the district include extra time per day and an extra day per year to support coordination with other staff, more competitive pay particularly at beginning steps, educational incentives, health care concessions, and additional pay for work within intensive special needs programs.

(Mrs. Woodworth arrived at 7:58)

MOTION: Mrs. Manthorn motioned to ratify the agreement between the Timberlane Regional School District and Timberlane Support Staff Union and place it on the ballot. Seconded by Mr. Sherwood. Motion passed: 7-0-1 (B. Woodworth abstained)

Mr. Krieger stated the total cost of this agreement is \$1,188,052 with the first year at \$787,915 for a total average of \$9,000 per employee over the 2 years.

C. K-12 Health Curriculum Revisions (Second Read)

Mrs. Allaire stated there have been no revisions since the First Read.

MOTION: Mrs. Manthorn motioned to approve the Second Read and adoption of the revisions to the K-12 Health Curriculum. Seconded by Mrs. Springer. Motion passed: 8-0-0

D. Policies – (Second Read)

1. Mrs. Allaire presented Policy BGAA: Policy Development. No changes from the first read.

**MOTION: Mrs. Woodworth motioned to approve the Second Read and adoption of Policy BGAA: Policy Development. Seconded by Mrs. Kowalczyk
Motion passed: 8-0-0**

Mrs. Allaire presented Policy EHAG: Use of Generative Artificial Intelligence.

Mrs. Manthorn explained this policy has been reviewed by Mr. Pedersen, Mr. Henderson, Policy Committee, and Curriculum Development.

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MOTION: Mrs. Manthorn motioned to approve the second read and adoption of Policy EHAG: Use of Generative Artificial Intelligence. Seconded by Mrs. Springer Motion passed: 8-0-0

2. Notice to repeal Policy IKFA: Early Graduation

Mrs. Allaire stated this will need to be postponed until the entire School Board is present. This will be on the next agenda.

H. Draft 2026 Warrant (6th presentation)

Mr. Krieger presented the draft 2026 warrants for Board review. He highlighted the revisions which include in Article 2, the inclusion of education tax impacts; the inclusion of cost items for all collective bargaining agreements in Articles 3,5,7, and 9; replacement of the original language in Article 12 to authorize an appropriation of up to \$250,000; revision of the language in Article 15 to authorize an appropriation of up to \$80,000 for future capital projects. There is also an addition of two citizen petitions which are Article 16 and Article 17. There are also placeholders for undetermined costs and tentative union agreements. Those will be updated and presented as the articles progress.

Mr. Krieger stated the two citizen petitions have been reviewed by legal counsel and the DRA. The petitioners of Articles 16 and 17 will be allowed, and are encouraged, to speak at the public hearing to explain their intent with their petitions.

The Board discussed Article 11 and 12. They would like to know what would happen if Article 12 passes and Article 11 fails. Mr. Krieger stated he would have to get clarification on that.

The public hearing is scheduled for Thursday, January 15th in the PAC at 7:00 pm.

ADMINISTRATORS REPORT

Mrs. Drechsel updated the Board on the Program Monitoring Process which is a 6-year cycle through the Department of Education. She is excited about this process. They started their monitoring process this past Monday and it will run through April 6, 2026. She highlighted two important things and they want to make sure we continue to talk about this publicly. The first is there will be a staff survey that the DOE will push out. Secondly, they will have a parent survey. She strongly encourages participation with these surveys.

Mrs. Drechsel announced the return of the Dental Program. Funding has been secured from the State so the program is now pushing back out to the districts. This is an opt-in program.

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Mrs. Drechsel also mentioned the winter edition of the Timberlane Times will be coming out the end of this month.

She thanked the Nursing Department for offering CPR classes to our staff. This is a Title funded program.

Mr. Krieger updated the Board on the Facilities Director search. He met with 7 individuals in person and will be bringing 4 of them back for more robust time in the District next week.

He provided the Board with an open enrollment update. Our geographic region is South Central. He has seen 3 things happening. There are districts like Timberlane who are not putting out a warrant specific to open enrollment. There are districts putting out a warrant that speaks to language that they will allow zero students in and zero student out. Only very few districts are putting a warrant together where they will allow a small percentage in and also language they are not sending anybody out of district.

The Public Hearing will be held on Thursday in the PAC at 7:00.

Mr. Krieger received an email from a resident of Nashua who was at our Girls Basketball away game in Manchester. The resident gave kudos to our coach for allowing the non-starters to compete throughout the 4th Quarter. She doesn't see this often and appreciated the coach for allowing this.

PERSONNEL REPORT

MOTION: Mrs. Manthorn motioned to approve the professional retirements of: Robyn Ficek, Special Education Case Manager, TRMS; Kenneth Clark, Music Teacher, TRHS; Donna Boretti, English Language Arts Teacher, TRMS; Diane Gagnon, Math Enrichment Teacher, TRMS; Alison Yankowskas, Music Teacher, Sandown North; Kimberly White, Physical Therapist, District Wide and thanked them for their service. Seconded by Mrs. Springer Motion passed: 8-0-0

COMMITTEE REPORTS

Mrs. Springer informed the Board that Curriculum & Assessment spent a lot of time looking at student data that has just been released from the DOE and they are starting to formulate plans going forward.

Mrs. Woodworth stated the Wellness Committee will meet next week on January 14th at 4:00. There are no CIP updates.

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Mrs. Knutsen gave a shout out to our Out of District Coordinator, Courtney Pellegrino for helping get our out of district kids involved with community stuff. She wishes they had 10 more like her in our District. Her son wouldn't have been able to participate on the Unified Basketball team at the high school if they didn't have people like that.

Mr. Woodworth thanked the crossing guard at Atkinson Academy, Jack Sapia, for dressing as Santa and bringing smiles to everyone.

OTHER BUSINESS

Mr. Sherwood referred to a report on violent incidences across the State. Our numbers were reported but he doesn't know whether they were reported accurately or inaccurately on social media. He asked Mr. Krieger if he could provide some context on how we report, why we report and our trends.

Mr. Krieger explained the State requires them to do a school safety report for every school at the conclusion of every school year. That is a very exhaustive report. With regards to violent action, it could be something that includes language only or involves only one person. There is some varied degree of spectrum by term. There is a separate category for weapons which includes something life threatening and that is reported out separately. If there are folks concerned about the community, he urges them to reach out to him to talk about the numbers they are seeing and maybe he can provide some explanation or rationale. He also encouraged concerned people to read RSA 193:13 as it relates to suspensions and expulsions of pupils.

There was no further public business.

MOTION: Mrs. Manthorn motioned to enter non-public under RSA 91-A:3, Paragraph II (C) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant. Seconded by Mrs. Kowalczyk Motion passed 8-0-0

The Board was polled:

D. Woodworth – yes Springer – yes Sapia - yes Manthorn - yes B. Woodworth – yes Knutsen – yes Kowalczyk – yes Sherwood - yes

The Board entered non-public session at 9:01 PM.

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The Board returned to public session at 9:36 PM to seal the minutes and adjourn.

MOTION: Mr. Sapia motioned to seal the non-public minutes of 12/18/25. Seconded by Mrs. Manthorn Motion passed: 8-0-0

The meeting was adjourned at 9:37 PM.

Respectfully submitted,

Linda Mahoney
Recording Secretary

Approved by the School Board on January 22, 2026