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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
September 5, 2024
7:00 PM

Superintendent's Office
30 Greenough Road
Plaistow, NH

Call to Order

Board Members Present

Donald Woodworth, Katie Knutsen, Mark Sherwood, Alyssa Kowalczyk, Kim McCormick, Paul LeCain, Shauna Manthorn

Excused Absence: Brienna Woodworth, Jack Sapia

Seated at the Board Table

Justin Krieger, Superintendent
Sandra Allaire, Assistant Superintendent

Administrators Present

Chris Martin, Executive Director of Operations and Special Projects
Ginger Drechsel, Director of Student Services and Title IX Coordinator

STUDENT, STAFF, AND FAMILY SHARE

Two members from the Plaistow Fire Department spoke about the Junior Program they offer. The explained about the training the students receive and the experiences they get from the program. They provided an overview on the program which began about two years ago. The program is designed for high school students ages 14 through 18 and students can earn up to two graduation credits. Lt. Traverse oversees the program.

The Fire Department received a new ladder truck and had the Owl logo placed on the bucket. They also added the Penguin from the Pollard Penguins on their ambulance.

DELEGATES AND INDIVIDUALS

Hannah Rizzo of Atkinson compared the proficiency rate of Timberlane Regional School District to that of Charter Schools. The Charter schools have higher proficiency rates and spend less per

APPROVED

student. She believes the Charter schools are doing a better job with their kids than Timberlane. She asked the Board when the money is coming back to the towns.

John Downing of Sandown referred to the \$17 million surplus and the 5% that can be retained by the School Board. He requested his typed statement be included in the record. He said the \$13.5 million is being returned but was told by the School Board that all of the surplus would be returned. He is asking the Board to return all of it.

Vale Freeman of Danville is in agreement with Mr. Downing's assessment and she strongly recommends the School Board consider them and move forward with them.

Peter Torosian of Atkinson is in agreement with the facts Mr. Downing read out this evening. He referred to the Deliberative Session he attended where someone made a motion to reduce the operating budget but the School Board said they needed that money. Then, a couple months ago, it was learned of an \$11 million surplus and now it is \$17 million. He wanted to know when the last school audit was done and if it was done by a certified auditor. He encouraged the Board to do what is being asked by Mr. Downing and return it as quickly as they can.

Hannah Dangas of Sandown shared her disappointment that the JV cheering team was cancelled this year due to not enough kids. She believes it is unfair to her and the multiple other girls who have been cheering for a very long time. They will now have to wait until next year's season.

Denise Jacquard of Atkinson is just now hearing about this surplus money from her neighbors. She asked the Board how do they not account for millions of dollars. She wants the money returned. She wonders if there are other millions out there they didn't know about. She asked who the accountant is because if her accountant doesn't do right by her, he is fired. That is how it works in the real world.

Ryan Labrecque of Plaistow said it is obvious to him that the Board can operate effectively without the \$16 million and there is several million dollars more left on the table. This was an over bloated budget. He believes the school system has gone way beyond the mission of educating children by overstaffing the administration. They need to cut the administration by 50% and get back to paying the teachers what they deserve to have. He believes they can operate with a budget \$20 million less. He hopes at the upcoming Deliberative Session, they are delivering a budget that is appropriate and in the \$70 million range.

MOTION: Mrs. Manthorn motioned to move the remaining 9 minutes for Delegates and Individuals to the end of the meeting. Seconded by Mrs. McCormick Motion passed: 7-0-0

APPROVED

APPROVAL OF MINUTES

MOTION: Mr. Sherwood motioned to accept the regular public meeting minutes of August 15, 2024. Seconded by Mrs. Kowalczyk Motion passed: 5-0-2 (Manthorn, McCormick abstained)

MOTION: Mr. Sherwood motioned to accept the non-public meeting minutes from the two sessions on August 15, 2024. Seconded by Mr. Woodworth Motion passed: 5-0-2 (Manthorn, McCormick abstained)

CURRENT BUSINESS

a. School Board Budget Review

Mr. Krieger presented the School District Board budget for review. This is the portion of the budget that the School Board has authority over. He will be meeting with the Board Chair and Vice Chair over the next few weeks and months to look at this. He will be working with them and they will come to a consensus and bring a recommendation of the School Board Budget to the Budget Committee in the Fall. If there are any items or suggestions from the Board members, they can share those with either the Chair, the Vice Chair or to him.

b. SAU Organizational Chart

Mr. Krieger provided an organizational chart for Board review. This has been a long standing Board goal. It shows how the flow of communication runs through the District. He is happy to meet with any Board members to talk about this if needed.

Mr. Sherwood asked what percentage of the position's time is spent on our legal requirements of our School District. Mr. Krieger said he couldn't provide a percentage tonight, but could do an analysis if they want. He would add that the time spent is a large portion of their day dedicated to the legal requirements.

c. High School Canopy RFP

Dr. Martin spoke to this. She provided photos of the canopy and explained how necessary it is to have it removed because it is a safety issue. They are recommending the removal of the concrete canopy due to the condition of the concrete. An RFP was issued and they have three options to choose from for consideration. Option 1 would be the demolition and removal of the concrete canopy. Option 2 would be the demolition and removal of concrete canopy and structural steel, fill in

APPROVED

holes with new concrete. Option 3 would be the demolition and removal of concrete canopy, steel structures, and sidewalk and to replace approximately 3,000 sq. ft. with 4" of concrete sidewalk.

They are proposing to go with the least expensive option of Option 1 at \$47,765.00. This is the most cost-effective proposal. They achieve the goal of creating a safe environment over the high school walkway. By leaving the metal structure in place, it allows them to add a canopy in the future if needed but there are no immediate plans to do that.

With regards to the concern of aesthetics, the steel structure is the same color as the building.

They are hoping to do this work during either the winter or December vacation. Their big concern is the snow load on the canopy. She is looking for approval from the Board.

Mr. LeCain asked if the steel structures are supported by the concrete canopy.

Dr. Martin explained it is her understanding that the steel structures are 4 feet in the ground.

MOTION: Mr. Sherwood motioned to accept Option 1 for the removal and demolition of the canopy for \$47,765.00. Seconded by Mr. LeCain. Motion passed 7-0-0

d. Policies

Mrs. Allaire presented four new policies which are connected to Federal Title IX regulations. There have been significant changes surrounding procedure, timelines, and regulations that became effective August 1, 2024. Their legal team provided these new policies which come directly from legal counsel. The revisions reflect the new legislation. Their current Title IX Policy ACAC is not before the Board because part of the recommendation is to revoke Policy ACAC because the revisions in Title IX are embedded into the language of these four new policies.

She explained that they have procedures that accompany two of these policies, Policy ACAA and Policy ACAB. Each of those policies have two associated procedures that also came from their legal team and should the Board move forward with adopting these policies, they would adopt the associated procedures that came directly from legal counsel. Policy ACAC is their current Title IX policy and they are recommending to have it revoked. There is also a policy that governs the process of revoking a policy. That is Policy BGF. It speaks to a two-week window of time prior to a vote at the Board level.

Mrs. Drechsel spoke to these policies. She highlighted the recommendation from Drummond and Woodsum which is that we accept these policies as written and if there are any requested

APPROVED

revisions or questions, they go back to legal to take a look at those. She described the differences between the 2020 Title IX regulations to the regulations that came out August 1, 2024. It is taking a look at not only sexual harassment, but looking at sexual harassment and protective classes. The criteria has lessened so they are looking at things in a little bit of a different light than we have been historically.

Mrs. Manthorn stated that the Policy Committee was looking for an adoption this evening because we are currently out of compliance.

MOTION: Mrs. McCormick motioned to adopt Policy AC, Policy ACAA, Policy ACAB, and Policy JIE. Seconded by Mrs. Manthorn. Motion passes 7-0-0

ADMINISTRATORS' REPORT

Mr. Krieger informed the Board that on the first day of school, September 3, 2024, all schools in the District had 97%-99% attendance. Atkinson Academy is thankful they have a new and improved drop off and pick up location. Danville is proud of their staggered time for lunch and recess. Pollard School had a couple of staff changes on grade levels. TLC welcomed the NECC Partner Program. Sandown North started their first day of school with all smiles across the day. The Middle School had 90% of 6th Grade families at orientation. At the High School, contracted services were done early and they had the contracted staff in their buildings on Day 1 and that typically doesn't always happen.

Mr. Krieger said they are extending invitations for the Budget Committee tours to the Boards of Selectmen in each town.

The Center for School Climate and Learning will have a kick-off residency in our schools this September. They will meet with our entire secondary staff.

The Timberlane Regional School District will be holding a retirement celebration for 18 retirees in September.

A student representative to the School Board will be joining the Board in early October.

The Ad Hoc Committee who is working on Kindergarten and Early Education will have a meeting scheduled on Thursday, September 19th at 6:30 pm.

Mr. Krieger extended his deep appreciation to Chief Santorro of the Plaistow Police Department for providing us with more resources to the School District.

Dr. Martin spoke to her role in the District. She stated that transportation is clearly one of the most challenging pieces. We continue to improve in our timeliness of transportation but

APPROVED

continue to have challenges. She met with the General Manager of First Student with things that need to be improved. She asked the Board to assure people they are not ignoring anyone. They are attending to these issues every day. She asked that any complaints the School Board members receive, to direct them to her. She also mentioned how the parents have been very patient.

Dr. Martin was very impressed with Opening Day.

Mrs. Allaire referenced the Professional Development Day. She shared feedback from a variety of stakeholders on how we are moving in the right direction. On the first day of school, she was driving her daughter to school and there were members from the Lions Club holding signs of encouragement for all their students.

She announced how fortunate they are to receive federal funding in the form of Grants. With one of those grants, they were able to get approval for a brand new E-Sports Team (Gaming). It is now under the sanction of NHIAA as an approved sport. They were able to purchase materials, supplies and to pay the stipends for the coaches.

PERSONNEL REPORT

The following teachers were electronically approved over the summer. Mrs. Manthorn read into the record, two Professional nominations of Beth Sommers, Technology Teacher, Sandown North and Cynthia Pelletier, SPED Teacher at Danville.

COMMITTEE REPORTS

Mr. LeCain attended the Curriculum and Assessment Committee meeting. They talked about Psychology and Health. A book titled “Hidden”, which was written by a Holocaust survivor, will be included in World Literature.

Mrs. Kowalczyk attended the Policy Committee. She also attended the TMA meeting yesterday. They had held a fundraiser over the summer and raised over \$12,000.

Mrs. McCormick said they reviewed the goals and missions at the Curriculum and Assessment meeting. They worked on the Psych. Unit and will be bringing it before the School Board. The administration and teachers all looked at K-12 Health realignment, which will be done a little at a time. This will be coming before the Board. The next Curriculum and Assessment meeting will be the first Tuesday in October.

Mrs. Manthorn attended the Policy Committee meeting. The first Wellness meeting will be in October. The ad hoc committee will be conducting listening tours

APPROVED

Mr. Sherwood attended the Facilities meeting. An expert from the Department of Environmental Services attended the meeting to discuss options for replacing the tile floors. They received a lot of information and there will be more information forthcoming. He attended the Professional Development Day and spoke on how engaged the teachers were and the energy that was in the room. Mr. Sherwood also spoke about how they may be looking at their policy regarding cell phone use.

Mrs. Knutsen stated the Safety Committee hasn't met yet. The Budget Committee will have their first meeting on September 26, 2024.

OTHER BUSINESS

Mrs. McCormick discussed the classroom size of the 5th Grade at Danville Elementary. One class has 26 and the other class has 24 students. She also stated the classroom with 26 students is extra crowded due to the number of adults in the room because of the support needed for students in that room. She questioned whether it would be advantageous to look for another 5th Grade teacher for this year.

Mrs. Allaire stated they are looking at all their positions and are looking at bringing in co-teaching and additional support more tailored to student's needs. They will continue to have those conversations.

Mrs. Manthorn stated if a classroom exceeds 25 students, the School Board can waive policy.

Mr. Krieger has tagged this as a classroom on watch. There are a lot of variables that go into the class placement for students.

Mrs. Knutsen stated this will be before the Board at their next meeting because they will need to possibly waive the policy.

Mr. Sherwood asked Mr. Krieger if he would be available to meet with the Board of Selectmen in each town.

Mr. Krieger stated he would be happy to engage with the Selectmen and will coordinate scheduling this.

There was no further public business before the Board.

APPROVED

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. Paragraph II (e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against the public body or any subdivision thereof, or by or against any member thereof because of his or her membership in such public body, until the claim or litigation has been fully adjudicated or otherwise settled. Any application filed for tax abatement, pursuant to law, with anybody or board shall not constitute a threatened or filed litigation against any public body for the purposes of this subparagraph. Seconded by Mrs. McCormick Motion passed 7-0-0

The Board was polled:

D. Woodworth – yes Knutsen – yes Sherwood – yes Kowalczyk – yes Manthorn – yes
LeCain – yes McCormick - yes

Motion passed 7-0-0 to enter non-public at 9:00 pm.

The public meeting adjourned at 9:00 pm and the School Board will not be returning to public session.

Respectfully submitted,

Linda Mahoney
Recording Secretary

Approved by the School Board on September 19, 2024