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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
October 3, 2024
7:00 PM

Superintendent's Office
30 Greenough Road
Plaistow, NH

Call to Order

Board Members Present

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

Seated at the Board Table

Justin Krieger, Superintendent
Sandra Allaire, Assistant Superintendent
Dr. Chris Martin, Director of Operations and Special Projects
Abigail Robinson, Student Representative

Administrators Present

Lucy Canotas, Director of Elementary Education
Mark Pedersen, Director of Secondary Education

STUDENT REPRESENTATIVE

The Board introduced Abigail Robinson, a junior at the High School, as the new Student Representative to the School Board.

Abigail presented her report on the events happening throughout the schools. A few of the highlights were the Danville PTA will hold a Fall Festival and a Book Fair at Danville Library. Sandown North had their first all school assembly and the Hard Hat winners were recognized. The High School Student Council is busy planning events. The Music Department has decided on their production of "Our Town". A college fair was held in September.

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STUDENT, STAFF, AND FAMILY SHARE

Mary Sullivan, Principal at Pollard Elementary, introduced two new 4th Grade teachers who transitioned from 2nd Grade, Kimberly Bellmore and Alexis Silva. She wanted to highlight the flexibility of her staff.

Ms. Silva described the positive vibe she felt when walking into Ms. Sullivan's office.

Ms. Bellmore said she has been teaching 2nd Grade for 18 years. She commented that saying yes to the transition to 4th Grade, was one of the best things she could have done. She enjoys the students and curriculum very much.

The Board thanked them for being open-minded and flexible and for considering the kids needs.

DELEGATES AND INDIVIDUALS

Vale Freeman of Danville informed the Board she will be submitting a Citizens Petition to rescind the Lease Purchase Agreement.

Shawn O'Neil of Danville informed the Board he will be submitting a Citizens Petition implementing a 2.5% tax cap.

John Downing from Sandown will be submitting a Citizens Petition to rescind the Fund Balance Retention of 5%.

**MOTION: Mrs. Manthorn motioned to move the remaining 25 minutes for Delegates and Individuals to the end of the meeting. Seconded by Mr. Sherwood
Motion passed: 9-0-0**

APPROVAL OF MINUTES

MOTION: Mrs. Woodworth motioned to accept the regular public meeting minutes of September 19, 2024. Seconded by Mr. Sapia Motion passed: 8-0-1 (Mrs. Kowalczyk abstained)

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MOTION: Mrs. Manthorn motioned to accept the non-public meeting minutes of September 19, 2024. Seconded by Mr. Sherwood Motion passed: 8-0-1 (Mrs. Kowalczyk abstained)

CURRENT BUSINESS

a. 2025 High School Year End Dates

Mr. Krieger presented the end of year dates. He is looking to have a tentative approval by the Board so they can start making those plans and schedules. If there are any changes to the graduation date of June 14, 2025, he will let them know.

MOTION: Mrs. Manthorn motioned to accept the proposed end of year high school calendar. Seconded by Mrs. McCormick Motion passed: 9-0-0

b. Student Council: Waterville Valley Conference

Mr. Pedersen presented this to the Board for approval. This is an overnight trip for the Student Council to attend the Waterville Valley Conference. This is a leadership conference which provides training for Student Council members, connections with other NH students, opportunities to hear from speakers and mentors and time to plan programs for school. They have gone to this conference before.

Mr. Sapia asked about the \$250 cost to the students and Mr. Pedersen said they are looking to see what student funds they can have.

MOTION: Mrs. Manthorn motioned to approve the student Waterville Valley overnight trip to the NH State Fall Conference the dates of November 7-8, 2024. Seconded by Mrs. Kowalczyk Motion passed: 9-0-0

c. NHSBA Proposed Resolutions

Mr. Krieger presented this for the Board to read through. He cited the following resolutions for the Board to think about. Resolution 16 is to create a universal and subsidized meal program for NH public school students. Resolution 18 is having an amendment to II:E NHBSA by including the word “public” education. Resolution 19 for proposed revisions to State Administrative Rule ED 306, document #10556, as amended on 3/27/24.

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Mrs. McCormick will be attending this conference. Only one vote per District, however, anyone on the School Board who wants to attend is able to.

d. Policies

1. Policy EBCH – Second Read

Mrs. Manthorn stated Policy EBCH – Hazardous Chemical Safety Provisions and Hygiene Plan is before the Board as a Second Read.

MOTION: Mrs. Manthorn motioned to adopt Policy EBCH for a Second Read and adoption. Seconded by Mr. Woodworth. Motion passed 9-0-0

Mrs. Manthorn spoke to Policy ACAC and explained it is an obsolete policy.

MOTION: Mrs. Manthorn motioned to revoke Policy ACAC. Seconded by Mr. Sherwood. Motion passed 9-0-0

e. Second Read of First & Second Grades Health Curriculum

Mrs. Canotas explained they have taken a Grade 1 unit and a Grade 2 unit and swapped the grades. There have been no changes since the First Read and they are looking for approval of this switch.

MOTION: Mr. Sherwood motioned to act on the Second Read Grade 1: Goal Setting/Nutrition and Physical Activity and Grade 2: Analyze Influences/Relationships and Human Growth and Development. Seconded by Mrs. Woodworth Motion passed 9-0-0

ADMINISTRATORS' REPORT

Dr. Martin explained with the resignation of the Facilities Director, she has been transitioning alarm codes, alarms, telephone calls and emails. She is introducing herself to vendors. Dr. Martin credits the Facilities Department and everyone has been very resilient because it is stressful. She had lunch with the facilities folks and reassured them we will get through this transition. They have a number of folks interested in that position. They will have their first tier of interviews on October 9, 2024.

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Dr. Martin attended the Tech Department meeting. She was impressed with their professionalism. It was a meaningful department meeting. She described the new radios they received and there is one in every school with direct communication to the Bus Company and spoke of the advantages they provide.

She and Mrs. Brooks, Director of Special Education, met with a new company called Relay. They currently outsource their Medicaid billing to MSB. They are looking to perhaps change their billing company for a number of reasons. Mrs. Brooks is working on an Executive Summary to bring before the Board in the near future.

Mrs. Woodworth asked if it is feasible for Dr. Martin to take on the role of Facilities Director. Mr. Krieger explained she is already in charge with overseeing most, if not all the Director positions in the District and her position is much more than the Facilities position.

Mrs. Allaire talked about the organization “No Hate” that brought the BMX riders to the high school to put on a show. She described some of the other team building activities at the Middle School. As part of the Grade 6 transition, the 6th grade teams went to Camp Lincoln to engage in different activities. Grade 7 went to Camp Tricklin’ Falls that offered a similar experience.

There was a 2024 Hall of Fame Induction Ceremony held at Atkinson Country Club and she recognized the inductees.

The PSAT’s will be given to the juniors on October 9, 2024.

Mr. Krieger talked about the Q & A that was held involving the use of cell phones in the schools. They will be putting together a survey and there is a lot more conversation to be had on this topic.

The senior leadership team just sat through a cyber-tabletop discussion with Primex.

They have posted the 5th Grade Teaching position at Danville which they were able to repurpose a position for this. They will be looking for a high quality candidate.

First Student Bus Company reached an agreement with their drivers and they have a multi-year contract. Their rates for the drivers significantly increased and there are still available openings for drivers.

In regards to the Board of Selectmen meetings, he is scheduled to talk with the Boards of Selectmen in Sandown, Atkinson, and Plaistow. They are working on a date for Danville.

Mr. Krieger recognized four students who will be celebrating their Eagle Scouts.

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Mr. Krieger displayed a make-up of a 1974 school newspaper. About twenty graduates of 1974 gathered for their 50th Class Reunion.

COMMITTEE REPORTS/REPORTS OF THE SCHOOL BOARD

Mr. Woodworth attended meetings this week with the Curriculum Committee, Ad hoc Kindergarten Committee, and the Policy Committee. He met with the graduates from 1974 and enjoyed recalling what the area and environment looked like back then.

Mrs. Knutsen attended the Budget Committee meeting and they voted to accept for consideration the SAU budget and the School Board budget. Their next meeting is Thursday, October 10th. The Safety Committee met the other day.

Mr. Sherwood talked about the Facilities meeting he attended. They spoke about the floors and it was determined that the wax they are currently using contains no PFAS but it is in the wax underneath. Phase 2 came in under budget by approximately \$500,000. The HVAC for Danville has been placed toward the top as a priority and second is Atkinson and then Pollard. Sandown Central still needs to be discussed.

Mrs. Manthorn stated the Wellness Committee meeting is scheduled to meet on October 16, 2024. The Policy Committee met today. The Ad Hoc Early Childhood Committee met. The Middle School cross country meet was held at home and the high school cross country team finished their season the day before and they came to help and support their future teammates. She gave a shout out to the high school chorus and orchestra for their performance of the National Anthem.

Mrs. McCormick attended the Curriculum and Assessment meeting. Their next meeting is in November. The Community Engagement committee held their meeting and she described some ideas they have for improving communication. She met with some of the teachers who talked about the importance of early childhood education.

Mrs. Woodworth attended the CIP meeting on Monday. Strategic Planning will be meeting on November 21, 2024.

OTHER BUSINESS

Mr. Woodworth talked about the amount of work they have done in the past two years on facility pieces. He believes when they have expertise available to them, they should take advantage of it.

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MOTION: Mr. Woodworth motioned to appoint Jack Sapia to the Facilities Committee.

Mrs. Knutsen said that is an improper motion and will not be put on the floor because Policy states it is up to the Board Chair and Superintendent. The Board has already voted and there is no action to take.

MOTION: Mr. Sherwood motioned to direct the Chair of the Board to open this up for discussion. Seconded by Mr. LeCain

Mr. Sherwood stated the expertise Mr. Sapia has brought to the Board in the past has saved us a lot of time and resources. We need more people and to have a person who has shown to go above and beyond would be an asset.

Mr. LeCain agrees with this. He stated Mr. Sapia has saved this District time and money and thinks his experience in facilities and construction would be an asset.

Mrs. Knutsen explained the reorganization of those committees happens in March and if the Board chooses to go down this path, they would have to waive policy and do what they want at the next meeting.

Mr. Sapia said Roberts Rules state at any time they can overrule the chair.

Mr. Sapia explained one of the things he has been concerned about is the envelopes of the buildings. Someone he spoke to has highly recommend Wessling Architects and would like the administration to speak with them to learn more of what they do. This is just an informational, fact-finding telephone call.

Mrs. Woodworth commented that the CIP has discussed the envelopes and has voiced their concerns.

MOTION: Mr. Sapia motioned to instruct the Superintendent to reach out to Wessling Architects and others, to see what tools and resources they can bring in order to allow us to make more knowledgeable decisions regarding the overall encapsulation of our buildings. Seconded by Mr. Sherwood Motion passed: 8-1-0 (Mrs. Knutsen opposed)

Mr. Sapia said he would love the Board to consider adding to the agenda after Delegates & Individuals, for the Chair or board members to take a minute or two to address some of the

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things that may be brought up under Delegates & Individuals. There is a lot of disinformation out there right now, and we are responsible to inform our constituents with the proper information.

There was no further public business before the Board. The Board adjourned the meeting at 8:19 pm.

Respectfully submitted,

Linda Mahoney
Recording Secretary

Approved by the School Board on October 17, 2024