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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 — **Superintendent's Office**
November 21, 2024 — **30 Greenough Road**
7:00 PM — **Plaistow, NH**

Call to Order
Board Members Present
Katie Knutsen, Mark Sherwood, Kim McCormick, Shauna Manthorn, Brienna Woodworth, Jack Sapia, Donald Woodworth, Paul LeCain, Alyssa Kowalczyk

Seated at the Board Table
Justin Krieger, Superintendent
Sandra Allaire, Assistant Superintendent
Chris Martin, Director of Operations
Abigail Robinson, Student Representative

Administrators Present
Mark Pedersen, Director of Secondary Education
Fran DeCinto, Director of Human Resources
Maria Watkins, Business Administrator/CFO
Ken Henderson, Director of Technology

STUDENT, STAFF, AND FAMILY SHARE

Mr. Snyder, Principal at Danville Elementary, introduced Mrs. Newman, First Grade teacher at Danville. Mrs. Newman introduced two First Grade students who spoke about the new science curriculum called Mystery Science. A slide presentation was given and they highlighted some of the things they are learning and some of the experiments they are doing in the classroom.

Mr. Mencis, Principal at the Middle School, introduced the Lombard family. The Lombard family addressed the Board. Mr. and Mrs. Lombard have three adopted children and described some painful things their children have had to face with regards to racism. Mrs. Lombard explained this is a system-wide problem and it needs a system-wide solution. Each one of their children wrote about their experiences and read it aloud to the Board. Mr. Lombard spoke of the positive work and support that Mr. Preble is doing in the schools.

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(The School Board took a five minute recess at 7:42 pm)

STUDENT REPRESENTATIVE

Abigail Robinson presented her school-wide report and highlighted events that have happened in the schools. Some of those highlights included the Life of an Owl Leadership Program hosted the annual Leadership Summit at the high school and approximately 60 students from around the State attended. Mealys Meals tickets are available and the raffle will be on December 11th at the High School. Atkinson Academy had a fire prevention assembly. The lip sync performance was held last Friday at the PAC. Danville Elementary celebrated Kindness Spirit Week. Sandown North also celebrated Kindness Spirit Week. The 5th Grade will be going on a field trip this Friday to the Space Center. TLC students recognized Veterans Day by coloring patriotic pictures and the PTA delivered them to the veterans in the town. The Middle School athletes had a successful fall sports season and winter sports are now under way there. The Middle School offers over 15 clubs for students to participate in.

DELEGATES AND INDIVIDUALS – No speakers

MOTION: Mrs. Manthorn motioned to move the remaining 30 minutes for Delegates and Individuals to the end of the meeting. Seconded by Mrs. Woodworth
Motion passed: 9-0-0

APPROVAL OF MINUTES

MOTION: Mrs. Woodworth motioned to accept the regular public meeting minutes of November 7, 2024. Seconded by Mrs. McCormick Motion passed: 8-0-1 (Kowalczyk abstained)

MOTION: Mrs. Manthorn motioned to approve the non-public minutes of November 7, 2024. Seconded by Mr. Sherwood Motion passed: 8-0-1 (Kowalczyk abstained)

CURRENT BUSINESS

a. FY26 Default Budget

Mr. Krieger and Mrs. Watkins spoke to the default budget. They explained the default budget as defined in NH RSA 40:13 IX (b). The RSA describes the statutory formula that is required to determine the amount of the default budget. The RSA states "In calculating the default budget

amount, the governing body shall follow the statutory formula which may result in a higher or lower amount than the proposed operating budget." Mr. Krieger explained this same formula as it applies to specifics for Timberlane. He explained they start with the FY24 Voted budget and add or subtract debt service, contracts, and obligations. They then subtract from the voted budget, one time expenditures in FY24. Next, they subtract eliminated positions in the FY25 proposed budget and that final figure is what equals the FY25 default budget.

Mrs. Watkins provided a detailed spreadsheet showing the previous 15-year history of voting. In 15 years, Timberlane Regional School District operated on a default budget twice. The default budget was higher than the proposed budget eight times.

b. Student Overnight Travel to Montreal

Mr. Pedersen presented a request for an overnight trip for students to go to Montreal. The World Language Department at the High School and Middle School are proposing a spring trip to Montreal to provide the opportunity for students to use their French language skills and immerse themselves in history and culture. Mr. Pedersen presented an Executive Summary outlining the details of the trip.

MOTION: Mrs. McCormick motioned to approve the request for student overnight travel to Montreal from May 17-19, 2025. Seconded by Mr. Sapia
Motion passed: 9-0-0

c. Touchscreen Chromebooks RFP Recommendation

Mr. Henderson provided the Board with the results and recommendations following the completion of the RFP process for 250 touchscreen Chromebooks to replace the current ones that are five years old. These will be used by the kindergarten students. There were 18 vendors who submitted bids and the recommendation is to go with the lowest-priced bid. The total amount they recommend is $67,290 from Archangel in Miami Beach, FL.

MOTION: Mr. Woodworth motioned to award Archangel a contract for 250 touchscreen Chromebooks. Seconded by Mrs. Kowalczyk Motion passed: 9-0-0

d. Policies

Mrs. Manthorn brought two policies to the Board to be accepted as a First Read. Policy EBCA – Crisis Prevention and Emergency Response Plans. This is not currently a policy they have. Policy GBEB – Staff Conduct is not currently a policy they have. It falls under the umbrella of Policy ACAA.

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MOTION: Mr. Sherwood motioned to accept Policies GBEB and EBCA as a First Read. Seconded by Mrs. Kowalczyk Motion passed: 9-0-0

e. Draft Warrant

Mr. Krieger updated the Board on the petition warrant article regarding a 2.5% tax cap. This will necessitate the Board holding four public sessions. Those sessions will need to be held in each town. These meetings are specific only to the tax cap warrant article. They need to be scheduled in the timeframe of January 6, 2025 to February 6, 2025. The sessions will be special meetings and school board meetings. They will be coordinating those dates and will have them before the December holiday and he will share them with the Board.

He informed the Board that Legal will be at the joint meeting with the Budget Committee.

ADMINISTRATORS' REPORT

Dr. Martin let the Board know that a friend of Mrs. Watkin's, is a veteran and he noticed our flag at the SAU is a little tattered and he donated a flag for us to replace the tattered one. She stated that Mr. Henderson and his team are creating a public Wi-Fi spot for our schools and for after hours when there are guests in the building. She stated the fields have been officially put to sleep for the winter this past week. Fall cleanup has been completed. Today, several SAU staff helped serve turkey dinners in our schools. She is now attending the weekly maintenance staff work order sessions. She is doing some research through other networking on how we can find other ways to post the Facilities Director position. An RFP was sent out for water services and they are waiting for that. She looks forward to being better at reporting back to the Board with more highlights from the other departments she supervises which are, special education, student services, performing arts, technology, athletics, and transportation. They have instructed the bus company that Plaistow is not to be backed up until further notice and unless there is some major health issues breaking out among First Student drivers, we hope it is followed through with for an extended period of time and they continue to work on those issues.

Mrs. Allaire wanted to recognize that last week they celebrated Veterans Day and she acknowledged some of the educational pieces and service opportunities that are happening. The schools make a concerted effort to make sure we are recognizing the purpose of that day and provide students with the opportunity to learn about why we are pausing our school year. Mrs. Allaire highlighted some of the activities that happened across the schools.

Mr. Krieger reminded people of the New Hampshire School Funding Fairness Project. They will be here on December 5, 2024 at the PAC. Mrs. Kowalczyk wanted to clarify whether the Department of Education will be in attendance. Mr. Krieger stated he hasn't had any contact with them, just with the New Hampshire School Funding Fairness Project. He will also be

sending out communication introducing that evening. The Budget Committee will meet on Monday, November 25th. They will be presenting the Special Education budget. That number is coming in $500,000 below what the voted budget was last year. The joint meeting with the Budget Committee is scheduled for December 16th. On December 12th, at 9:30 AM in Concord, he will be attending, along with a few administrators in the District and a few families in our NECC programming, the State Board of Education meeting in Concord. They will be highlighting the attributes of the program. We are not only doing it because we believe in the program, but we have been informed by the Commissioner of Education, that the special education aid (previously named CAT aid) will be significantly depleted this year. Attending this meeting is a way to raise awareness to encourage the Board of Education to increase that budget line that they have not increased since FY21.

Mr. Krieger stated if any of the members are interested in attending any webinars from the NH School Board Association, there are two upcoming ones that may be of interest. On 12/4, changes in the adequacy formula and on 12/18 is the legislature preview for FY 25.

At the last meeting, there was conversation about the CIP and he is looking for direction tonight because he and Mr. Sapia will be in front of the Budget Committee soon and they will be making a recommended budgetary number for that. The CIP has identified four projects they would like to move into next year's budget. The four projects and their estimated costs are beginning the renovations of the high school bathrooms ($500,000), main campus metal exterior fencing to replace it or think of a different option there ($200,000), the Atkinson Belfry ($641,000), and the roof at Danville ($550,000). These projects total an estimated $1,891,000.00. The current budget in that CIP is $1,892,000.00. We did not qualify for the LCHIP grant for the Belfry, however, this organization has come into some degree of funding and they will know in January whether $150,000 could be available and earmarked for Timberlane. These projects are recommendations by the CIP committee.

Mr. Sapia stated the $1,892,000.00 is the bottom line. He believes the Belfry is more of a need than a want. This is about what has to be done. Regarding the fencing, he thinks that some of the fencing could potentially be replaced with guardrails. He wants to get these done so it doesn't cost them more in the future.

Mrs. McCormick asked if the Phase 1 work on the Belfry that had been done, if it addressed the structural issues and safety so we can pass on the $600,000 for now.

Mr. Sherwood said that was discussed a lot in Facilities. The short answer to her question is "yes". The structural and potential safety concerns have largely been addressed. There is still some structural issues that need to be addressed in Phase 2.

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Mrs. Manthorn asked for reasons why the fence needs to be replaced. Mr. Sapia described the completely rusted out areas and areas where the fence is bowed out. He referred to the pictures of the fence that are available.

Mr. Krieger explained the purpose of the boundary fences are meant to control pedestrian traffic and keep them off the fields.

Mrs. Woodworth is on the CIP, and she said they reviewed the photos of the fence and there was some thought that this work could be done in phases.

With regard to the Belfry cost, Mr. Sapia said they will know in January before the Deliberative Session if they can get the $150,000.00 toward that project and if they do, they would have the ability at the Deliberative Session to adjust the budget down at that time.

It was the consensus of the Board to keep the CIP line where it is.

COMMITTEE REPORTS/REPORTS OF THE SCHOOL BOARD

Mrs. Woodworth stated the next Strategic Planning meeting is on 1/16/25. The CIP finalized the numbers for the recommended projects.

Mrs. McCormick stated the next Curriculum and Assessment Committee meets on 12/3/24.

Mrs. Manthorn has a Policy meeting on 12/5/24. She is also on the Early Childhood committee and their meeting is scheduled for 12/5/24 at the same time.

Mr. Sherwood said the Facilities Committee met and they worked through a list and finalized what they want in Phase 3. The negotiations team met for about 5 ½ hours this week and also this evening. They are making forward progress.

Mrs. Knutsen said the Budget Committee meets on Monday for Special Ed and CIP. The next meeting after that will be on 12/12/24 and will be for Personnel. Safety Committee will met some time in December.

OTHER BUSINESS

Mrs. McCormick thanked Mr. Krieger for the Student, Staff, Family Share portion of the agenda. She is glad to start each meeting with that. She is very proud of the work they have done so far, but they still have a lot more work to do.

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Mr. Woodworth stated that he hears every year, how much the veterans are impressed with the students.

There was no further public business before the Board.

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. McCormick
Motion passed 9-0-0

The Board was polled:

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

Motion passed 9-0-0 to enter non-public at 9:02 pm.

Respectfully submitted,

Linda Mahoney
Recording Secretary

Approved by the School Board on December 5, 2024