



Thursday, May 22, 2025

AGENDA

Regular Business Meeting
SAU 106 Boardroom

Justin Krieger, Superintendent
Katie Knutsen, Chair
Mark Sherwood, Vice Chair

1. 7:00 PM Call to Order – Chair
2. Roll Call – Minute Taker
3. Pledge of Allegiance
4. Student, Staff, & Family Share
5. Approval of Minutes
6. Delegates and Individuals
7. Student Representative
8. Current Business
 - a. Elementary Enrollment Update – INFORMATIONAL
 - b. Sandown Central Gym Roof RFP – ACTION
 - c. Budget to Actual Report – INFORMATIONAL
 - d. Town Payment Schedule – ACTION
 - e. Notice of Revocation of Policy DO: Food Service Meal Account Balances - INFORMATIONAL
9. Administrator's Report
10. Personnel Report
11. Committee Reports/Reports of the School Board
12. Other Business
13. Nonpublic Session – if required.

DATE	TIME	LOCATION	TYPE OF MEETING
6/4/25	4:00 PM	SAU Boardroom	Curriculum & Assessment
6/5/25	5:00 PM	SAU Boardroom	Policy
6/5/25	7:00 PM	SAU Boardroom	School Board

DRAFT - NOT APPROVED

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
May 8, 2025
7:00 PM

Superintendent's Office
30 Greenough Road
Plaistow, NH

Call to Order

Board Members Present

Katie Knutsen, Mark Sherwood, Marianne Springer, Brienna Woodworth,
Alyssa Kowalczyk (arrived 7:06), Shauna Manthorn, Jack Sapia, Don Woodworth

Excused absence: Paul LeCain

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

Mrs. Knutsen called the meeting to order at 7:00 pm.

STUDENT, STAFF & FAMILY SHARE

Mrs. Yacek, principal at Sandown North, introduced some of the 4th grade students who participate in the daily "Morning News" that is videotaped and viewed in each classroom as part of the school's morning announcements. The students each introduced themselves and described their participation and how they deliver the news which they report. Different groups of students also have the opportunity to participate.

APPROVAL OF MINUTES

MOTION: Mrs. Woodworth motioned to approve the public minutes of 4/17/25.
Seconded by Mrs. Springer Motion passed: 7-0-2 (Sapia and D. Woodworth abstained)

DRAFT - NOT APPROVED

DELEGATES & INDIVIDUALS

There were no public comments.

**MOTION: Mr. Sherwood motioned to add the 30 minutes to the end of the meeting.
Seconded by Mrs. Manthorn Motion passed: 9-0-0**

STUDENT REPRESENTATIVE

Abigail Robinson presented her school-wide report and highlighted happenings around the District. Some of the highlights included at the high school on May 20th, will be Big Buddy Little Buddy where high school students will meet with their 3rd grade buddies who they have been corresponding with over the past couple of months. The Prom will be held next Friday, May 16th. At the Middle School, 13 high school seniors gave a presentation to the 8th grade students sharing their experiences and offering advice as the 8th graders get ready for their transition to the high school. Atkinson Academy Grade 1 received a visit from Wildlife Encounters which is a program that brings a variety of small animals to the Academy. Pollard honored their artists with a small school assembly. Danville's 4th grade through 7th grade had their chorus concert. Congratulations to both schools for Sandown's Principal for the Day. Sandown North received a visit from Hampstead Middle School students for an anti-bullying presentation.

CURRENT BUSINESS

a. Evolution of Games Curriculum Revision (Second Read)

Mr. Pedersen presented the proposed revision to the curriculum of this elective course. There have been no changes since the First Read. This is a CCP-level elective course at the high school and is open to students in grades 9-12. There are many students interested in this elective. The proposal divides the course into two main units: "Games Throughout History" was initially developed as a standalone unit, while the second, "Electronic Gaming" shifts the focus to modern gaming.

He explained that "Games Throughout History" explores the historical and cultural significance of games, analyzing their purposes in civilization while "Electronic Gaming" introduces the concept of technological advancements shaping the development of games in the digital age.

Mr. Pedersen explained this course is an elective and is not grounded in only one department area for content.

DRAFT - NOT APPROVED

MOTION: Mrs. Manthorn motioned to approve the second read/adoption of the Evolution of Games curriculum revision. Seconded by Mrs. Woodworth Motion passed: 8-0-0

b. Student Overnight Field Trip Requests

i. TRHS Envirothon Team

Mr. Pedersen explained the TRHS Envirothon Teams are seeking approval for a potential overnight travel to compete at the National Conservation Foundation Envirothon. They have not yet qualified, however, if one of the TRHS teams place first at their NH Envirothon competition on May 19th, 5 members of the group will be invited to represent NH in Canada at Mount Royal University, Calgary, Alberta from July 20-July 26th. An Executive Summary was provided which details the trip and what the national competition in July will include. At this point, families would drive themselves to the airport.

Mrs. Springer let Mr. Pedersen know that if they have interest in doing an assessment of the Danville Town Forest, she could get them in touch with the Chair of the Forestry Committee who is her husband.

MOTION: Mr. Sherwood motioned to approve the proposed overnight travel for the TRHS Envirothon Team from July 25-26, 2025. Seconded by Mrs. Kowalczyk. Motion passed: 8-0-0

ii. TRHS Outdoor Adventure Club

The TRHS Outdoor Adventure Club is seeking approval for an overnight travel. The students on this trip will experience 2 days of hiking the White Mountains. The trip is paid for by the Appalachian Mountain Club. The students would be staying overnight in the Greenleaf Hut. An executive summary was provided outlining the details of the trip. Mr. Pedersen informed the Board that all chaperones are CPR trained.

MOTION: Mrs. Manthorn motioned to approve the overnight travel for the TRHS Outdoor Adventure Club from June 7-8, 2025. Seconded by Mr. Woodworth Motion passed: 8-0-0

iii. TRHS Student Council – Vision Conference – Overnight Travel

Mr. Pedersen provided an executive summary outlining the trip information and details of the conference. The student council is seeking permission for an overnight travel to The 2025

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Vision Conference in Oklahoma City at Santa Fe High School. The cost is covered by the student activities budget, fundraising, and family contributions. The dates for this trip are June 25-29, 2025.

MOTION: Mr. Woodworth motioned to approve the overnight travel for the TRHS Student Council for the 2025 Vision Conference from June 25-29, 2025. Seconded by Mr. Sapia. Motion passed 8-0-0

C. Frequently Used Vendors and Policy DJE

Mr. Krieger provided the Board with some background on this. The Facilities subcommittee discussed the matter of frequently used vendors and Policy DJE at their most recent meeting. There are 20-25 vendors the district accesses frequently throughout the school year for individual items and services that historically have pushed \$10,000 and \$20,000. To maximize efficiencies, the District opens large purchase orders at the beginning of the fiscal year. There are occasions throughout the year in which individual purchases of individual items and services may, when collectively put together over time, push past the initial large purchase order. He asked the Board if the administration can extend the total purchase order beyond its initial scope when required to respond to ongoing needs for individual items and services identified across the school district.

Mr. Sapia explained the intent of Policy DJE was for single big ticket items of more than \$20,000 would have to go out to bid. It was not the intent to have a local hardware store with \$10 to \$20 purchases fall under this policy.

Mr. Sherwood wants to make this streamlined and doesn't believe it was the intent of Policy DJE.

Mr. Sapia will send the vendor list to Dr. Martin.

MOTION: Mr. Sherwood motioned to extend the total purchase order beyond the initial \$10,000 when required to respond to ongoing needs for individual items and services identified across the school district. Seconded by Mrs. Manthorn Motion passed 8-0-0

D. CIP Project Prioritization

Mr. Krieger provided an overview. The school board previously approved 4 projects in FY26. The Board had voted to utilize FY25 funds for the Atkinson Belfry. The FY26 budget line for CIP is \$1,892,200. The total sum of the remaining 3 projects is estimated at \$1,250,000. These include the Phase 1 of the high school bathroom renovation, the boundary fencing on the

DRAFT - NOT APPROVED

secondary main campus, and the roof at Danville Elementary. He is asking the Board if there is any one project that is the priority to move on first.

Dr. Martin provided the status of those projects. The RFP for the boundary fencing is cut and dry. They have a couple of quotes. They will need to write an RFP for the Danville roof. With regard to the high school bathroom renovations, they should expect to allocate \$10,000 for an architectural study and the design of that project.

Mr. Vaccarezza, Principal of TRHS and Mr. Brown, Assistant Principal at TRHS both spoke in support of the bathroom renovations citing the need for privacy and safety of the students.

Mr. Sapia recommends putting out an RFP for architectural firms and then narrow it down to two or three. The Facilities Committee would make a recommendation to the school Board on which firm to go with. He added that this is a very complex renovation and it should not be done with a general contractor.

Mr. Woodworth believes an architect is a great idea. This is not just a renovation piece, it is a re-design piece and they need an architect.

Mr. Sherwood recommends putting out an RFP for an architect/engineers because even a general contractor would need to have that.

Mrs. Springer asked how big is the entire project and asked how many bathrooms are there. She believes if they are going with an architect, they should look at all of them.

Dr. Martin explained there is a proposal by the CIP Committee for \$2 million worth of bathroom renovations done over a four-year period. Each of the bathrooms are somewhat different and that question could be brought up during the RFP walkthrough.

Mr. Sapia explained we won't know the cost until the architect comes up with a design.

MOTION: Mr. Sapia motioned to direct the superintendent to put out an RFP to pick an architect for the high school bathroom project. Seconded by Mr. Sherwood
Motion passed 8-0-0

E. Special Education Planning

Mr. Krieger outlined the organization of the Special Education administration department and identified key staff and their roles. This will be effective July 1, 2025. Those key staff include Ginger Drechsel, Director of Student Services. She will lead the special education district administrative team. Jon Verity is the Special Education Coordinator at the high school and will lead the special education team in collaboration with the facilitator and principal. Dawn

DRAFT - NOT APPROVED

Roberson, Special Education Coordinator at the Middle School will lead the special education team in collaboration with the facilitator and principal. Amy Dailey, Special Education

Coordinator at the elementary level, will lead the special education team in collaboration with the facilitators and principals. Kim Rivers, Early Childhood Learning Coordinator, will lead the special education team at the early childhood level in collaboration with principals and serve on both the district special education administrative team and elementary level administration team.

Mrs. Manthorn spoke as a parent with a child on an IEP. She believes this rollout will be very confusing for some of our families with regards to know who they should contact and who is in charge. She wondered how this rollout will be presented to the families.

Mr. Krieger doesn't think anything changes for the families. Maybe what is needed is to communicate the process more clearly. It has always been the Special Education Teacher, then the building principal and the coordinator at the building. Those are the three primary points of contact.

ADMINISTRATORS REPORT

Mrs. Allaire informed the Board of the state testing happening in Grades 3 through 8 this week and into next week. She will be updating the Board once the results start to come in during the late spring and early fall.

Dr. Martin stated the patio project at the PAC is complete. An inaugural event is planned for May 15th at 7:00 PM on the patio.

Dr. Martin spoke to the concerns with First Student not being able to track busses when they are backed up. In the fall, First Student will be launching an updated version of the current GPS software.

Dr. Martin offered her condolences to the family of Ron Cocolin who drove a school bus for First Student. He drove Bus #123 for Pollard for 9 years. First Student will retire the number for Bus #123 and replace it with Bus #5.

She provided the Board with different bollards from which to choose. It was agreed to use crash rated bollards.

Mrs. Springer referred to the page of bollards that EEI gave them and said they would cover the cost of anything on that page minus the lighting. Some of the bollards on that page were crash rated.

DRAFT - NOT APPROVED

Mr. Sherwood confirmed that EEI did say they would take care of anything on that page and if we wanted lighting, we would pay the delta for that. With the Board's permission, he would like to allow the Facilities Committee to continue to pursue this.

Mrs. Woodworth stated the Facilities Committee can figure out the lighting.

Mr. Krieger referred to Article 7 Fund Balance Retention. The initial position of the DRA is that the vote would revert us back to a 0% authority of the Board to retain any funds. Since then, he engaged with the Board's legal counsel and he secured a letter from the primary petitioner on what their intent of the warrant article was, which was to revert back to the 2.5% ability of the Board. They are putting together a package to send to the DRA and ask them to reconsider their position.

So far, those who will serve on the Tax Cap Committee will be the Chair and Vice Chair of the Budget Committee, Mrs. Kowalczyk, Mrs. Springer, Mr. Broad who is the President of the TTA, a community member from Plaistow, Danville, and Atkinson. He hopes to be bringing the full committee membership to the Board at their next meeting.

Mr. Krieger informed the Board they received funds from the Track Grant in the amount of \$211,000.

He also referred to the interest they have been earning specific to the lease. That amount is now \$25,000 and they are investigating what that can be used for.

Mr. Krieger informed the Board that Armaan Anthony, last year's school board representative, won the NH School Board Association Representative of the Year.

Mr. Krieger attended the Retirement Party held last night.

Mrs. Knutsen shared letters with the Board from Maggie Hassan and Jeanne Shaheen congratulating us on the new track.

PERSONNEL REPORT

MOTION: Mrs. Manthorn motioned to accept the professional nominations of Jonathan Verity, Special Education Coordinator at TRHS; Christine Carter, French Teacher at TRHS. Seconded by Mrs. Kowalczyk Motion passed 8-0-0

DRAFT - NOT APPROVED

MOTION: Mrs. Manthorn motioned to accept the professional retirement of Daniel Donovan, Physical Education Teacher at TRHS. Seconded by Mr. Woodworth Motion passed 8-0-0

MOTION: Mrs. Manthorn motioned to accept the professional renomination of Cory Surette, Special Education Teacher at TRMS. Seconded by Mr. Woodworth. Motion passed 8-0-0

Mr. Verity attended the School Board meeting and introduced himself to the Board. He provided some background on himself and the expertise he brings to Timberlane.

COMMITTEE REPORTS

Mrs. Manthorn will be attending her first Curriculum and Assessment Committee meeting next week.

Mrs. Woodworth will attend a CIP meeting on Monday.

Mrs. Springer will be attending her first Curriculum and Assessment Committee meeting next week.

Mrs. Kowalczyk had missed her first Policy meeting today but looks forward to attending the next one.

OTHER BUSINESS

Mr. Sapia spoke about the Eagle Scout project at the PAC and commented on the hard work it took. The thoughtfulness and caring that went into that project was incredible.

Mr. Woodworth mentioned he attended the PAC where one side had the middle school and the high school was on the other side and they performed solos, duets, small combos with staff participation. He said the camaraderie is incredible and the performances were out of this world.

DELEGATES AND INDIVIDUALS (cont'd) - There were no delegates or individuals requesting to speak.

There was no further business before the Board.

MOTION: Mrs. Springer motioned to adjourn the meeting. Seconded by Mrs. Woodworth. Motion passed: 8-0-0

DRAFT - NOT APPROVED

The meeting was adjourned at 8:39 PM.

Respectfully submitted,

Linda Mahoney
Recording Secretary

Approved by the School Board on



May 22nd, 2025

EXECUTIVE SUMMARY

Elementary Enrollment projections 25-26

The purpose of this summary is to provide the school board with enrollment projections for the 2025-2026 school year. Lightly shaded (yellow) cells show changes to enrollment since the last report. One grade level (orange cell and bolded) is at capacity.

Atkinson Academy

	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5
projected student #s	53	72	49	59	60
class size by policy	20	22	22	25	25
projected classes	18/18/17	18/18/18/18	17/16/16	20/20/19	20/20/20

Danville School

	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5
projected student #s	43	46	44	42	51
class size by policy	20	22	22	25	25
projected classes	15/14/14	16/15/15	22/22	21/21	17/17/17

Pollard School

	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5
projected student #s	66	67	70	81	61
class size by policy	20	22	22	25	25
projected classes	17/17/16/16	17/17/17/16	18/18/17/17	21/20/20/20	21/20/20

Sandown North

	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5
projected student #s	72	65	62	70	63
class size by policy	20	22	22	25	25
projected classes	18/18/18/18	17/16/16/16	21/21/20	24/23/23	21/21/21



NH School Administrative Unit 106 | Timberlane Regional School District

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Early Childhood Programs

Early Childhood program enrollments are reflective of requests for programs and placements, not yet a reflection of finalized registrations or session offerings.

	Atkinson Academy	Danville School	Pollard School	The Learning Center at Sandown Central
Preschool AM	12			12/11
Preschool PM				8
Pre-Kindergarten AM	17	17	17	14/14
Pre-Kindergarten PM				9
Kindergarten Half Day	8	3	11	15
Kindergarten Full Day	45 15/15/15	28 14/14	36 18/18	52 18/17/17

Respectfully submitted,
Lucy Canotas, Director of Elementary Education



EXECUTIVE SUMMARY - TLC Sandown Central Gym Roof Replacement

May 22, 2025

Overview

For a significant period of time, the gym roof has been leaking in a variety of locations. Patching has taken place to the extent that is no longer effective. An RFP was issued for gym roof replacement. Here are the results.

Vendor	Pricing
Melanson	\$49,100.00
J.B. Roofing	\$56,275.00
Triumph	\$63, 725.00

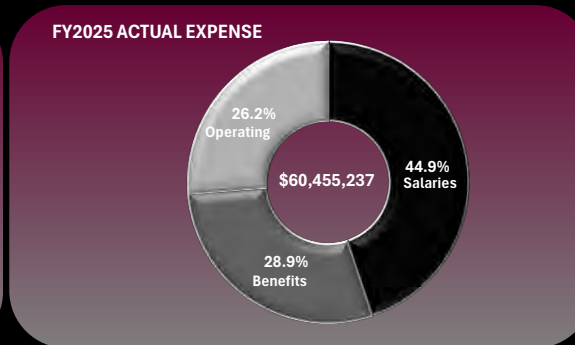
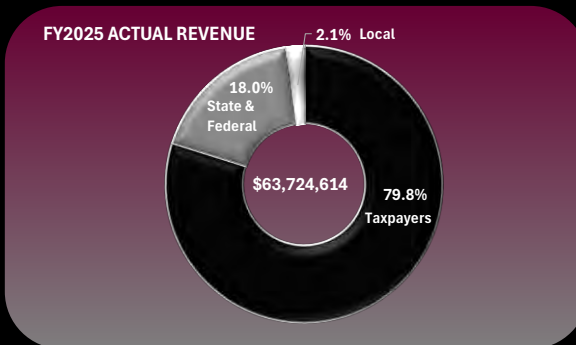
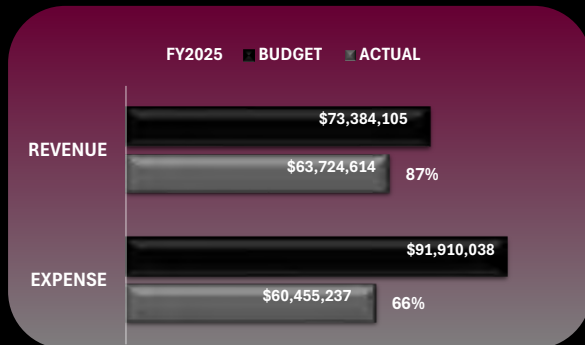
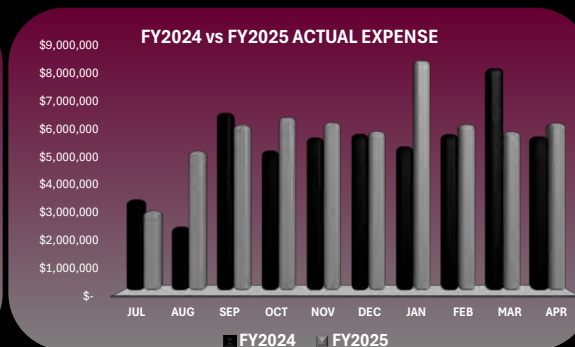
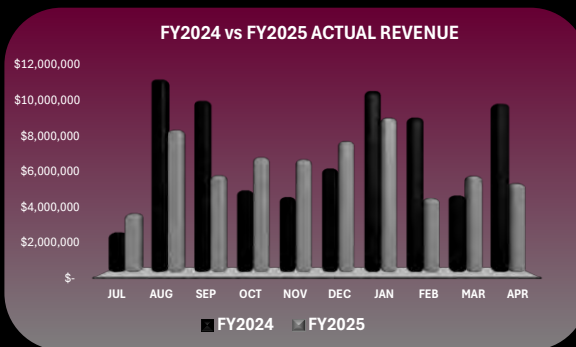
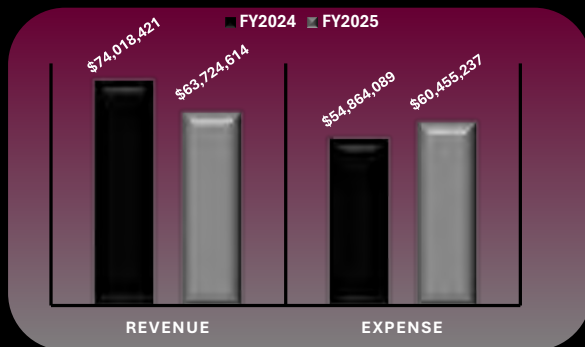
Given Melanson’s reputation, reliability, and prior work in the district - accompanied by their very fair price, we propose moving forward with Melanson Roofing.

Respectfully Submitted,

Chris Martin, Ed.D.
Executive Director of Operations and Special Projects

TIMBERLANE REGIONAL SCHOOL DISTRICT

DASHBOARD OF THE GENERAL FUND AS OF APRIL 2025



EXPENSES	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
FY2024 ACTUAL	\$ 3,430,299	\$ 2,411,241	\$ 6,671,503	\$ 5,264,009	\$ 5,753,495	\$ 5,888,269	\$ 5,422,705	\$ 5,878,355	\$ 8,347,613	\$ 5,796,601	\$ 5,906,811	\$ 11,135,195	\$ 71,906,094
As a % of Total	5%	3%	9%	7%	8%	8%	8%	8%	12%	8%	8%	15%	
FY2025 ACT./PROJ.	\$ 3,008,044	\$ 5,246,734	\$ 6,218,312	\$ 6,513,697	\$ 6,316,593	\$ 5,996,547	\$ 8,638,655	\$ 6,246,131	\$ 5,971,723	\$ 6,298,802	\$ 6,145,249	\$ 12,290,498	\$ 78,890,984
As a % of Total	4%	7%	8%	8%	8%	8%	11%	8%	8%	8%	8%	16%	
Increase (Decrease)	\$ (422,255)	\$ 2,835,493	\$ (453,191)	\$ 1,249,689	\$ 563,098	\$ 108,279	\$ 3,215,950	\$ 367,776	\$ (2,375,890)	\$ 502,201	\$ 238,438	\$ 1,155,303	\$ 6,984,890

Numbers in red indicate months with three pay period. Numbers in green indicate projected expenses.



3,215 STUDENTS



622 EMPLOYEES



59 CONTRACTORS



EXECUTIVE SUMMARY

May 22, 2025

FY2026 Schedule of Town Payments to the School District

The attached schedule of payments indicates the financial needs of the Timberlane Regional School District as they are estimated for the first semester of the coming school year (FY2026).

When the Department of Revenue Administration (DRA) issues tax rates in the fall, a second schedule is generated for the second semester of the year with the final town specific apportionment as approved by DRA.

Administration is requesting the School Board to approve the first semester payment schedule in accordance with RSA 195:14.

Respectfully Submitted By:

Maria Watkins, CFO/Business Administrator



NH School Administrative Unit 106 | Timberlane Regional School District

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MEMO TO: Boards of Selectmen of Atkinson, Danville, Plaistow, Sandown
FROM: Maria Watkins, C.F.O. / Business Administrator
DATE: 5/13/2025
RE: FY2026 Schedule of School District Monthly Payments

The following schedule indicates the financial needs of the Timberlane Regional School District as they are **estimated** for the first six months of the coming school year.

Date Due	Total	Atkinson	Danville	Plaistow	Sandown
July 15	\$5,608,000	\$1,404,641	\$950,470	\$1,764,453	\$1,488,436
August 1	\$6,729,000	\$1,685,419	\$1,140,462	\$2,117,154	\$1,785,964
September 1	\$6,169,000	\$1,545,155	\$1,045,551	\$1,940,961	\$1,637,333
October 1	\$3,925,000	\$983,098	\$665,227	\$1,234,928	\$1,041,746
November 1	\$2,804,000	\$702,320	\$475,235	\$882,226	\$744,218
December 1	\$2,804,000	\$702,320	\$475,235	\$882,226	\$744,218
Totals	\$28,039,000	\$7,022,954	\$4,752,181	\$8,821,949	\$7,441,916

We request your cooperation in meeting the dates promptly, as listed above. Obligations of salary, vendor and lease payments must be met promptly and each town is urged to see that these payments reach the School District office on the due date.

If there is the potential of a delay, please contact me.

Sincerely,
Maria Watkins

cc: Timberlane Regional School Board
K. Beattie, School District Treasurer
Town Treasurers



TRSD POLICY COMMITTEE'S RECOMMENDATIONS TO THE SCHOOL BOARD

May 22, 2025

Revocation

Policy	Changes/Recommendations
DO - FOOD SERVICE MEAL ACCOUNT BALANCES	Recommendation to repeal. Policy DO conflicts with Policy EFAA: Meal Charging. No NHSBA sample policy.

Timberlane Regional School District	Policy Code: DO
Adopted: 06-18-09 Amended: 01-09-14	Page 1 of 2

FOOD SERVICE MEAL ACCOUNT BALANCES

The district encourages all parents/guardians provide a healthy breakfast and lunch for their student/s. The district provides the opportunity to purchase breakfast and lunch that meets or exceeds the federal nutrition standards from the school cafeteria. The student lunch account remains with the student throughout his/her time with the Timberlane Regional School District.

Payment is expected no later than when the meal is served and can be made by using the online payment system that is available on the district website. Fees associated with the use of this online system shall be borne by the depositor. Meals may also be paid for at the time of purchase with cash or personal check.

Federal assistance is available through the Free and Reduced Priced Meals Program to any family that qualifies. The district requires all families to return this application at the beginning of each school year. The "Free and Reduced Price School Meals Family Application" is available both on the district/school websites and at each school and can be submitted during the school year if financial circumstances change. The applications are reviewed at the district central office based on federal guidelines, and families are notified by mail of the results.

It is the opinion of this district that financial hardships will happen and will need to be addressed on a case-by-case basis before other actions are instituted to see if other acceptable resolutions can be arranged. Parents/guardians who refuse to communicate with district officials regarding their student's negative meal balance will be subject to full prosecution.

Additionally, it is the opinion of this district that children who are not provided with a bagged lunch from home or the funds to purchase a lunch at school, on a regular basis, constitutes child neglect and may be reported to the appropriate child welfare authorities.

Collection of Negative Meal Account Balances

Effective February 1, 2014 negative meal account balances will not be allowed.* Food service debt must be recovered annually. The district has an obligation to taxpayers to ensure that students do not have a negative lunch balance at the end of the school year. The district will take all necessary steps to prevent and collect negative lunch balances. Policy DO/EFA – R outlines the procedure that is followed to collect a student's account balance that is negative. In the event that a student's meal account is in the negative, and attempts to recover the bad debt from the parent or guardian is unsuccessful, the district may use the following actions to collect the bad debt. Actions include but are not limited to: prohibiting the student from purchasing meals, or extra a la carte items, prohibiting a student from participating in graduation activities, withholding a student's diploma, hiring

Timberlane Regional School District	Policy Code: DO
Adopted: 06-18-09 Amended: 01-09-14	Page 2 of 2

a collection agency, setting up a payment plan, and using small claims court to collect the bad debt.

Positive Meal Account Balances

Any student accounts with positive balances at the end of the school year will be automatically carried over to the next school year. If requested, the balances will be refunded to the account owner. Students who have graduated or have left the district will have account balances refunded to the account owner at the building level or transferred to another student account at the request of the account owner.

Student with Documented Dietary Needs

Nothing in this policy prohibits providing a meal to a student with dietary needs such as, but not limited to, diabetes, as documented through a health plan, Sec 504, or in an IEP. If the meal is medically required, and the student has a negative balance, or does not have cash to purchase the meal, the necessary dietary needs will be met.

Staff Account Balances

The district provides the opportunity for staff to purchase meals from the school cafeteria. Staff may pay per meal or establish a prepaid account, but food cannot be purchased on credit. If a staff member's meal account is positive at the end of the school year, it will be automatically carried over to the next school year. If requested, the balance will be refunded to the account owner. It is the responsibility of the staff member to monitor his/her account balance. Administrators will have authority and discretion to charge meals or items for guests, staff and/or students on a case-by-case basis, as long as the debt does not go beyond \$20.00.

Bad Debt Transfer

Meal debt may not be carried over year to year by students. The food service operation must be reimbursed by another fund on an annual basis; at which point the meal debt belongs to the school district. The school board may authorize a transfer from the general fund to the lunch program to cover the bad debt at the end of the school year, and to put any subsequently recovered funds received by the district back into the general fund.

*See Meal Charging Guidance NH Department of Education 2012, and OMB CIRCULAR A-87 (REVISED 05/10/04) at http://www.whitehouse.gov/sites/default/files/omb/assets/agencyinformation_circulars_pdf/a87_2004.pdf

Job Postings

As of 5/16/25

JobId	Category	Position Type	Additional Title	Location	Date Posted	Closing Date	Date Available	For Fiscal Year	Time To Fill	AppCount
Elementary School Teaching										
5085	Elementary School Teaching		.5 Preschool Teacher cc935	The Learning Center at Sandown Central	4/11/2025	Open until filled	8/25/2025	2025-2026	35	3
5102	Elementary School Teaching		Elementary Classroom Teacher cc2153	Sandown North	5/1/2025	Open until filled	8/25/2025	2025-2026	15	26
5082	Elementary School Teaching	Library Media Specialist	Library Media Specialist cc361	Pollard School	4/7/2025	Open until filled	8/25/2025	2025-2026	39	16
5063	Elementary School Teaching	Music - General	Long Term Substitute - Elementary Music Teacher	Atkinson Academy	2/26/2025	open until filled	As soon as possible	2024-2025	79	3
High School Teaching										
5084	High School Teaching	Mathematics	High School Mathematics Teacher cc1791	Timberlane Regional High School	4/9/2025	Open until filled	8/25/2025	2025-2026	37	10
5095	High School Teaching	Science - Physical Science	High School Physical Science Teacher cc644	Timberlane Regional High School	4/16/2025	Open until filled	8/25/2025	2025-2026	30	8
Instructional Support Staff										
4511	Instructional Support Staff	Academic Tutor	Academic Tutor	Timberlane Regional School District	10/4/2022	open until filled	as soon as possible	2024-2025	955	19
5079	Instructional Support Staff	Regular education Paraeducator	Regular Education Paraeducator cc1526	Danville Elementary	4/1/2025	Open until filled	8/25/2025	2025-2026	45	3
5046	Instructional Support Staff	Regular education Paraeducator	Regular Education Paraeducator cc2386	The Learning Center at Sandown Central	1/24/2025	Open until filled	as soon as possible	2024-2025	112	3
5105	Instructional Support Staff	Regular education Paraeducator	Regular Education Paraeducator cc50	Atkinson Academy	5/9/2025	Open until filled	8/25/2025	2025-2026	7	0
5104	Instructional Support Staff	Regular education Paraeducator	Regular Education Paraeducator cc74	Atkinson Academy	5/9/2025	Open until filled	8/25/2025	2025-2026	7	0
5026	Instructional Support Staff	Regular education Paraeducator	Regular Education Paraeducator cc748	The Learning Center at Sandown Central	10/22/2024	Open until filled	as soon as possible	2024-2025	206	6
5092	Instructional Support Staff	Special education Paraeducator	Special Education Paraeducator - ASD Program cc1046	The Learning Center at Sandown Central	4/11/2025	Open until filled	8/25/2025	2025-2026	35	0
5093	Instructional Support Staff	Special education Paraeducator	Special Education Paraeducator - ASD Program cc2582	Atkinson Academy	4/11/2025	Open until filled	8/25/2025	2025-2026	35	1
5107	Instructional Support Staff	Special education Paraeducator	Special Education Paraeducator cc2581	Danville Elementary	5/15/2025	Open until filled	8/25/2025	2025-2026	1	0
Maintenance/Custodial										
5081	Maintenance/Custodial	Custodian	Custodian - First Shift cc2235	Pollard School	4/2/2025	Open until filled	as soon as possible	2024-2025	-2	4
5106	Maintenance/Custodial	Custodian	Custodian - Second Shift cc2316	Sandown North	5/13/2025	Open until filled	as soon as possible	2024-2025	3	2
4961	Maintenance/Custodial	Custodian	Part Time Custodian - Second Shift cc991	Atkinson Academy	7/10/2024	Open until filled	as soon as possible	2024-2025	310	16
4944	Maintenance/Custodial	Custodian	Substitute Custodians	Timberlane Regional School District	6/24/2024	Open until filled	Ongoing	2024-2025	326	8
Middle School Teaching										
5108	Middle School Teaching	Mathematics	Anticipated Middle School Mathematics Teacher cc819	Timberlane Regional Middle School	5/15/2025	Open until filled	8/25/2025	2025-2026	1	1
5097	Middle School Teaching		Long Term Substitute - Family and Consumer Science Teacher	Timberlane Regional Middle School	4/16/2025	Open until filled	8/25/2025	2025-2026	30	3
PAC TECHNOLOGY AND INSTRUCTORS										
4945	PAC TECHNOLOGY AND INSTRUCTORS	Private Music Instructors	Private Music Instructors	Performing Arts Center	6/24/2024	Open until filled	7/1/2024	2024-2025	326	16
Secretarial/Clerical										
5070	Secretarial/Clerical	Administrative Assistant	Administrative Assistant cc1134	Timberlane Regional High School	3/25/2025	Open until filled	7/1/2025	2025-2026	52	38
5080	Secretarial/Clerical	Bookkeeper	Bookkeeper/Senior Administrative Assistant cc2058	Timberlane Regional High School	4/1/2025	Open until filled	7/1/2025	2025-2026	45	13
Special Education										
5101	Special Education	Out of District Coordinator	Out of District Coordinator cc1354	Timberlane Regional School District	4/23/2025	Open until filled	8/25/2025	2025-2026	23	6
5096	Special Education	Psychologist	School Psychologist cc1422	Atkinson Academy	4/16/2025	Open until filled	8/25/2025	2025-2026	30	0
5086	Special Education	Psychologist	School Psychologist cc1708	Timberlane Regional High School	4/11/2025	Open until filled	8/25/2025	2025-2026	35	0
5087	Special Education	Psychologist	School Psychologist cc2145	Sandown North	4/11/2025	Open until filled	8/25/2025	2025-2026	35	1
5043	Special Education	Special Education Teacher	Special Education Teacher cc1723	Timberlane Regional High School	12/31/2024	Open until filled	as soon as possible	2024-2025	136	4
5091	Special Education	Special Education Teacher	Special Education Teacher cc199	Timberlane Regional High School	4/11/2025	Open until filled	8/25/2025	2025-2026	35	4
5100	Special Education	Special Education Teacher	Special Education Teacher cc286	Danville Elementary	4/18/2025	Open until filled	8/25/2025	2025-2026	28	9
5088	Special Education	Speech and Language Pathologist	Speech Language Pathologist cc212	Pollard School	4/11/2025	Open until filled	8/25/2025	2025-2026	35	1
5090	Special Education	Speech and Language Pathologist	Speech Language Pathologist cc2242	Sandown North	4/11/2025	Open until filled	8/25/2025	2025-2026	35	1
5089	Special Education	Speech and Language Pathologist	Speech Language Pathologist cc747	Pollard School	4/11/2025	Open until filled	8/25/2025	2025-2026	35	1
Student Services										
5072	Student Services	School Counselor	School Counselor cc526	Atkinson Academy	3/26/2025	Open until filled	8/25/2025	2025-2026	51	15
Substitute										
4943	Substitute	Substitute Teacher	Substitute Teacher, Paraeducator, and LNA 2024-2025 School Year	Timberlane Regional School District	6/24/2024	Open until filled	Ongoing	2024-2025	326	69
Teacher -Technology Integration										
5103	Teacher -Technology Integration	Technology Integrator	Technology Integration Specialist cc1556	Timberlane Regional School District	5/1/2025	Open until filled	8/25/2025	2025-2026	15	7