

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
July 20, 2023
7:00 PM

Superintendent's Office
30 Greenough Road
Plaistow, NH

Call to Order

Board Members Present

Donald Woodworth (arrived 7:24), Jack Sapia, Brienna Woodworth, Kim McCormick, Katie Knutsen, Mark Sherwood, Paul LeCain Excused Absence: Shauna Manthorn, Kristin Savage

Seated at the Board Table

Justin Krieger, Interim Superintendent
Sandra Allaire, Acting Assistant Superintendent

Administrators Present

Lucy Canotas, Director of Elementary Education
Fran DeCinto, Director of Human Resources
Maria Watkins, CFO/Business Administrator
Karl Ingoldsby, Director of Plant Operations
Angelo Fantasia, Athletics Director

APPROVAL OF MINUTES

MOTION: Mr. Sherwood motioned to approve the June 28, 2023 public minutes. Seconded by Mr. Sapia Motion passed: 4-0-2 (Mrs. McCormick, Mrs. Woodworth abstained)

MOTION: Mr. Sherwood motioned to approve the June 28, 2023 non-public minutes. Seconded by Mr. Sapia Motion passed: 4-0-2 (Mrs. McCormick, Mrs. Woodworth abstained)

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CURRENT BUSINESS

a. Boosters Sponsorship

Mr. Fantasia explained that each year sponsorships are presented to the Board for approval.

MOTION: Mrs. Woodworth motioned to approve the Boosters sponsorships for the upcoming academic school year from TRHS Girls Volleyball Boosters, Timberlane Softball Boosters, Timberlane Football Boosters, Timberlane Baseball Boosters, and Timberlane Soccer Boosters. Seconded by Mrs. McCormick Motion passed 6-0-0

b. Director of Music & Performing Arts Center Title Change

A recommended title change was given to the Board for approval.

MOTION: Mrs. McCormick motioned to accept the change of title from Director of Music to Director of Music & Performing Arts Center. Seconded by Mr. Sherwood Motion passed 6-0-0

c. Enrollment Update

Mrs. Canotas presented her enrollment update to the Board. She noted that Danville Elementary has hit capacity in Grade 2 and Grade 4. Pollard School has pressure points in Grade 3 and Grade 5. Grade 1 and Grade 2 are on watch.

Mrs. Canotas discussed their options if they go over capacity.

The Board had a lengthy discussion over their options to address this if these grades exceed capacity.

It was the consensus of the Board not to wait until they exceeded capacity and agreed that action needs to be taken now.

(Mr. Woodworth arrived to the meeting at 7:24)

MOTION: Mrs. McCormick motioned to direct the Interim Superintendent to find the money to fund two additional positions at the elementary level. Seconded by Mr. LeCain Motion passed: 7-0-0

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d. Donation to TRHS

They received a \$750 donation from the Atkinson's Women's Civic Club to be used towards peer-to-peer substance abuse prevention programs.

MOTION: Mr. Sapia motioned to accept the \$750 donation from the Atkinson's Women's Civic Club to be used towards peer-to-peer substance abuse prevention programs. Seconded by Mr. Sherwood Motion passed 7-0-0

e. Food Service Contract

Mr. Krieger explained he needs authorization from the School Board to sign the 2023-2024 School Food Service Agreement with Whitsons New England.

MOTION: Mrs. McCormick motioned to authorize the Interim Superintendent to sign the 2023-2024 School Food Service Agreement with Whitsons New England. Seconded by Mrs. Woodworth. Motion passed 7-0-0

f. Policies

The following policies were before the Board for approval as a Second Read. No changes were made since the First Read.

MOTION: Mr. Sherwood motioned to accept Policy AC, BEDH, and EF as a second read. Seconded by Mr. Woodworth. Motion passed: 7-0-0

g. School Board Goals

Mrs. Woodworth would like to change #3 in the goals to read: "Monitor the alignment of K-5". The Board was in agreement.

MOTION: Mrs. McCormick motioned to accept the school board goals for the academic year 2023-2024 as amended. Seconded by Mrs. Woodworth Motion passed: 7-0-0

h. Utility Contract

Mr. Ingoldsby and Mrs. Watkins presented to the Board. They explained the need for a multi-year contract for electricity, propane and oil. They discussed the assistance they receive from using a broker. It would be a fixed rate for all 3 years.

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Mr. Sherwood asked if we need to use a broker and Mr. Ingoldsby explained the companies would only deal with a broker.

MOTION: Mr. Sapia motioned to give authorization to engage in a multi-year contract if the rate is favorable for electricity, propane and oil. Seconded by Mrs. McCormick. Motion passed: 7-0-0

ADMINISTRATORS' REPORT

Mrs. Allaire stated the school leaders and district level leaders met for two days this week and focused on evaluation protocols. They also did some long range planning regarding professional development days and they touched base on their plan connected to ALICE. They talked about new teacher induction and mentoring program which is grant funded. They also collaborated around budgeting.

Mr. Krieger thanked all those involved with getting pictures uploaded to the website showing the progress of the construction projects.

PERSONNEL REPORT

Mrs. DeCinto presented her personnel report to the Board.

MOTION: Mr. Sherwood motioned to accept the professional nominations of Mya Schipilliti, Grade 4 teacher at Pollard Elementary, Michelle Addario, Spanish Teacher at Timberlane Regional High School, Kiel DiMeglio, English teacher at Timberlane Regional High School, Audrey McQueen, Special Education teacher at Danville Elementary School, Carly Slater, Grade 4 teacher at Pollard Elementary. Seconded by Mr. Sapia Motion Passed: 7-0-0

MOTION: Mr. Sherwood motioned to accept the professional resignations of Leslie Henderson Pasquini, School Counselor at Timberlane Regional Middle School, Elizabeth Dandurand, French Teacher at Timberlane Regional High School, Tamsyn Walker, English Interventionist at Timberlane Regional High School, Ford Sullivan, 6th Grade Science Teacher at Timberlane Regional Middle School, Heather Terrile, 6th Grade Science Teacher at Timberlane Regional Middle School. Seconded by Mr. Sapia Motion passed: 7-0-0

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MOTION: Mr. Sherwood motioned to accept the personnel transfer of Taryn Stowell, Speech-Language Pathologist to Speech-Language Assistant at Sandown North Elementary. Seconded by Mr. Sapia Motion passes: 7-0-0

Mr. Sherwood read the following professional nominations that were electronically approved on July 6, 2023 and July 11, 2023. Kyra Butts, Kindergarten teacher at Atkinson Academy; Michele Parker, Innovation Teacher at Sandown North Elementary School; Kevin Beaudoin, Special Educator at Timberlane Regional High School; Erica Stack, Interventionist at Timberlane Regional School District; Ashley Leary, Third Grade teacher at Pollard Elementary.

Mr. Sherwood read the following professional resignation that was electronically approved on July 6, 2023 and July 11, 2023. Katherine Small, First Grade teacher at Atkinson Academy.

COMMITTEE REPORTS

Mrs. McCormick stated the Curriculum Assessment Sub-Committee talked about classroom sizes and sent it to the Policy Committee. They had the NH School Board Association Director come and do a training for the School Board.

Mrs. Knutsen explained the Safety Committee met today. The ALICE training is on track and the next meeting for the Safety Committee is scheduled for August 12th.

Mr. Woodworth attended the Curriculum Assessment Sub-Committee and described what they worked on.

Mr. Sapia met with Mr. Ingoldsby on Monday with EEI, it was a good meeting, and he provided details of the meeting with respect to the options of what to do with the masonry walls. The masonry walls were determined to be structurally sound. They discussed either paneling them or the other option is to take all the paint off the interior and exterior walls and re-waterproof them.

Mrs. Knutsen asked the Board if they want to see all the options. Mr. Woodworth would just like to see a summary.

Mr. Ingoldsby stated he thinks the paneling would be at least six times the cost of the painted coating. EEI will present the report and give a recommendation.

It was the consensus of the Board not to do the paneling.

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OTHER BUSINESS

Mr. Sapia would like to have by November 1st, a budget number for everything that needs repair and then by March 15th, put out RFP's for all the work that cannot happen internally.

Mr. Ingoldsby explained how, in a normal year, this is something they already do. He explained this wasn't done this year due to the time spent on the lease projects.

NON PUBLIC SESSION

MOTION: Mrs. Woodworth motioned to enter non-public under 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 7-0-0

The Board was polled:

Mr. Woodworth – yes Knutsen – yes Mrs. Woodworth – yes McCormick – yes
LeCain – yes Sapia – yes Sherwood – yes

Mrs. Knutsen announced the School Board will not be returning to Public Session. The Board entered nonpublic session at 8:19 pm.

Respectfully submitted,

Linda Mahoney
Recording Secretary

Approved by the School Board on 8/17/23.