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Materials presented at the board meeting may be viewed at: [School Board Meeting Agenda Materials](#)

Timberlane Regional School Board Meeting Minutes

Regular Board Meeting
December 21, 2023
7:00 PM

Superintendent's Office
30 Greenough Road
Plaistow, NH

Call to Order

Board Members Present

Donald Woodworth (arrived at 7:08), Jack Sapia, Brienna Woodworth, Kim McCormick, Katie Knutsen, Paul LeCain, Mark Sherwood, Shauna Manthorn, Kristin Savage

Seated at the Board Table

Justin Krieger, Interim Superintendent
Sandra Allaire, Acting Assistant Superintendent
Armaan Anthony, Student Representative

Administrators Present

Mark Pedersen, Director of Secondary Education
Karl Ingoldsby, Director of Plant Operations
Kurt Schweiss, Director of Music
Fran DeCinto, Director of Human Resources

APPROVAL OF MINUTES

MOTION: Mr. Sapia motioned to approve the December 7, 2023 public minutes. Seconded by Mrs. Manthorn Motion passed: 7-0-1 (Mrs. Savage abstained).

MOTION: Mrs. Manthorn motioned to approve the December 7, 2023 non-public minutes. Seconded by Mr. Sherwood Motion passed: 7-0-1 (Mrs. Savage abstained).

STUDENT, STAFF & FAMILY SHARE

Mr. Vaccarezza introduced Ms. Murphy and Mr. Pasquini who are P.E. teachers and Health teachers at TRHS to talk about the Rope Course at the high school. They described the features this ropes course offers. The company who installed the course was Wind Speed and it is located

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behind the school. This course was obtained through a grant. They explained that middle school and high school staff were trained on this.

The course allows students to be safely challenged and the benefits they get from this can relate to the real world. Ms. Murphy also spoke to the many benefits this rope course offers the students, school and community.

DELEGATES AND INDIVIDUALS

MOTION: Mrs. Knutsen motioned to move the 30 minutes to the end of the meeting. Seconded by Mrs. McCormick. Motion passed: 9-0-0

STUDENT REPRESENTATIVE

Armaan Anthony presented his report highlighting the holiday events and activities throughout the schools in the District. All district elementary schools put together spirit week this week for the students. Danville Elementary is having a Holiday Movie Night. The 8th graders hosted a Christmas Carol Tea. At the high school, the annual Mealey's Meals Holiday sendoff will be on Friday, December 22nd and mid-terms at the high school will be on January 21st.

CURRENT BUSINESS

a. Jazz & Classical Music Department Trips

Mr. Schweiss is asking for Board approval to have 30 students who auditioned for the New Hampshire Music Educators' Association's Jazz All-State Music Festival to attend the Festival and miss class on February 8, 2024.

Mr. Schweiss is also requesting the Board to approve 28 students who auditioned for the New Hampshire Music Educator's Classical All-State Music Festival to attend the Festival and miss class on April 5, 2024.

MOTION: Mrs. Manthorn motioned to approve the 2024 Jazz student trip and the 2024 Classical student trip. Seconded by Mrs. Savage. Motioned passed: 9-0-0

b. Phase II of \$25 Million Lease

Mr. Ingoldsby presented the recommended items for Phase II of the \$25 Million lease. He stated the Construction Committee met last week and made the decision to move some things around on the \$25 Million Lease proposal and he presented the list of recommended projects to the Board. The projects that are being recommended for this year is the High School window

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replacement, the High School Roof, the High School ErVS Daiken, Dehumidification and duct cleaning and the High School Controls and Valve Replacements. He also presented a revised list of recommended CIP projects for FY2025.

Mr. Boyle and Dr. Farah who are members on the Construction Committee spoke to this. Mr. Boyle explained they were concerned about getting the best bang for their buck. As a Committee, they felt the replacement windows were a priority. He also mentioned that he believes they have two conflicting committees, the Construction Committee and the CIP Committee.

Dr. Farah said this list of lease items is significantly different than what they looked at the last time and she explained some of the reasoning behind their decision.

Mr. Sherwood questioned the \$2 million figure for the window replacement at the high school. Dr. Farah explained that is just a place holder. She suggests the CIP needs to be scrubbed against what the Construction Committee is doing. Some of the things on the CIP were just people's wish list and they don't even know why they are on there. She recommends that in either January or February, they have the Construction Committee vet the CIP to move these two together so you have a realistic plan moving forward. They can only spend \$9 million a year from the \$25 million lease which is why they are having the work done in phases. They should figure out how to pair the two committees together to get the most bang for their buck.

Mr. Sherwood is a member of the CIP and thinks this makes a lot of sense.

Mr. Sapia said there shouldn't be anything on the \$25M lease that falls in the CIP. There shouldn't be a crossover in his opinion.

Mrs. Savage suggests the Construction Committee determine what should be focused on in the Lease and the projects that can't be addressed, bring those to the CIP Committee to let them decide on where they fit in their schedule and plan going forward.

Mr. Sherwood questioned the lease money managed by EEI. He asked if we are contractually obligated. He referred to the fire suppression system and he is not certain that falls within EEI's area of expertise and wanted to know if their hands are tied to looking at other folks who specialize in that. He asked if we are tied with the lease money to having EEI oversee all of the lease projects and would like to have an answer at the next Board meeting.

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MOTION: Mr. Sherwood motioned to have the EEI contract and invoices reviewed and presented to this Board at the next meeting. Seconded by Mrs. Manthorn. Motion passed 9-0-0

Mrs. McCormick suggests having a shared drive in which everyone could look at it and all the information would be in the same place at the same time, along with the minutes and agendas. She believes this would be helpful.

Mr. Krieger said since the time that the Construction Committee revamped their list, the Budget Committee met and passed some motions about potentially taking \$500,000 from the CIP line. He said the Board could either make some decisions tonight about what they want to prune from this list or he can go back and bring some recommendations regarding that list and the reductions to the Board in January for consideration.

MOTION: Mrs. Sapia motioned to approve Phase II of the \$25 Million Lease recommendations dated 12/21/23 and CIP recommendations dated 12/21/23. Seconded by Mr. LeCain. Motion passed: 9-0-0

Mr. Boyle referred to the Default Budget. He explained the default budget is a statutory budget. He referred to the salary lines and mentioned that contractual obligations in the proposed budget and in the default budget have to be identical and, at this time, they are not.

Dr. Farah said the Budget Committee has pulled almost \$2 million out of the proposed budget but that is not reflected in the default budget. She stated the default budget needs to be adjusted in accordance with the proposed budget. Contractual obligations need to be the same in both budgets.

Mr. Boyle also has concerns over the discrepancy with one-time expenditures.

c. TRHS Program of Studies – Second Read

Mr. Pedersen presented the TRHS Program of Studies to the Board for approval as a Second Read. Since the last meeting, he made the two changes that were asked of him but he did not provide the Board with an updated version reflecting those two additional changes. He assured the Board the changes were made to the version going to print. He also informed the Board there are eight archived classes in total.

MOTION: Mr. Woodworth motioned to approve the TRHS Program of Studies. Seconded by Mrs. Woodworth. Motion passed 9-0-0

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d. TRMS ELA Curriculum Edit

Mr. Pedersen explained the 8th grade Language Arts teachers are proposing a revision to their current “Essential Questions” in their “Justice” unit. The proposed revised Essential Question is: “Why is justice important.” They believe having one question is more broad and allows for a variety of discussions and writing topics.

MOTION: Mrs. Manthorn motioned to accept the TRMS ELA Curriculum edit as the First and Second Read. Seconded by Mr. Sapia Motion passed 9-0-0

e. TRMS Math Curriculum Edits

Mr. Pedersen explained the 8th grade math teachers are proposing a revision to the list of competencies in their “Statistics and Probability” unit as they believe there to be one listed in error. The unit’s focus is on statistics, not probability. They are asking that probability not be listed as a competency. They believe it should be removed because it is covered in 7th Grade.

MOTION: Mrs. Savage motioned to approve the TRMS Math Curriculum edit as a First Read. Seconded by Mrs. McCormick. Motion passed: 9-0-0

Mr. Pedersen referred to his Executive Summary which explains the middle school math courses have two competencies that follow the exact wording with the exception of one relating to rational numbers and one relating to real numbers. They are requesting the removal of one competency which involves rational numbers and to keep the competency involving real numbers. This skill does not need two competencies since “rational” numbers fit under the umbrella of “real” numbers. It is almost a duplicate competency. This change will allow for competency consistency from Grade 6 through Grade 8.

MOTION: Mrs. McCormick motioned to approve the competency removal of middle school math rational and real numbers. Seconded by Mr. Sherwood Motion passed: 9-0-0

f. TTA Tentative Agreement Ratification

Mr. Broad, President of the TTA and Mr. Pasquini, Vice President of the TTA, spoke on the 3-year agreement. Mr. Broad said it is a good agreement and is looking forward to moving on to the approval by the voters.

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Mr. Krieger stated the total monetary increase over the course of the 3-year TTA agreement is \$6,176,202.00 and provided the cost per FY breakdown. He highlighted the most significant individual pieces of the tentative agreements as outlined in the Executive Summary.

MOTION: Mr. Sherwood motioned to accept the TTA Agreement as read on 12/21/23. Seconded by Mrs. Manthorn. Motion passed: 9-0-0

g. TAAM/Technology Tentative Agreement Ratification

Mrs. DeCinto explained that the technology staff is being included in the TAAM for the 24-26 school year and she provided highlights of the agreement.

MOTION: Mr. Woodworth motioned to ratify the TAAM agreement for the technology staff. Seconded by Mrs. Manthorn. VOTE: 9-0-0

h. 2024-2025 School Calendar (First Read)

Mrs. Allaire presented the proposed draft of the 24-25 School Calendar. She explained they met with other districts who send students to CTE centers. They met with Pelham, Windham, Salem, and Pinkerton. The calendar reflects professional development days and early release days that are consistent across all those five districts.

Mrs. Savage was not in favor of having the start of school on a Wednesday for a 2-day week. Anthony Armaan commented that he sees having students ease back into school is a good thing and he has no major concerns with the calendar from a student's point of view. There was further discussion on the calendar with Mrs. Allaire.

MOTION: Mrs. Manthorn motioned to accept the 24/25 School Calendar as a First Read. Seconded by Mrs. McCormick VOTE: 8-0-1 (Mrs. Savage abstained)

i. Policies – First Read

Policy JKAA-Use of Restraints & Seclusions and Policy JLCA-Physical Examinations were before the Board for review and approval. Mrs. Woodworth commented from a medical point of view, she sees these policies as being standard and are very necessary.

MOTION: Mr. Sherwood motioned to adopt Policy JKAA and JLCA as a First Read. Seconded by Mr. Sapia. Motion passed 9-0-0

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j. FY2025 Default Budget

Mrs. Knutsen stated the Budget Committee has not approved the proposed budget and there has been discussion about reducing that budget by approximately \$2 million. If that is adopted, there would be changes to the default budget. The next Budget Committee meeting is December 28th and it is their intention to vote at that meeting.

Mr. Krieger will check in with Mrs. Watkins where the default budget stands and bring that default budget back to the Board at their next meeting.

Mrs. Knutsen stated the Board will review this at their next meeting.

k. Draft Warrant Articles

The deadline to vote to accept the warrant articles is January 18, 2024. Mr. Krieger said he would like to aim for January 4, 2024 for approval.

ADMINISTRATORS REPORT

Mr. Krieger asked if Mr. Woodworth would share with the public what he had said to the Budget Committee the other night regarding Bill Mealey who recently passed away. Mr. Woodworth spoke very highly of Mr. Mealey and described all he had done and accomplished for the District and the community.

Mrs. Allaire explained the Mealey Meals program is deeply rooted in the community. Tomorrow at the high school there are events going on for opportunities for students to engage in games and other activities that help raise additional funds for that program. They also had their leadership team meeting at the high school and highlighted the community opportunities happening across the district.

Mr. Krieger provided an update on the RFP process. They have two active RFP's. One is for the pond dredging and expansion and the other is for the irrigation upgrades. Both RFP's close on January 16, 2024. Mr. Ingoldsby did walk-throughs with organizations for both of those RFP's.

Mr. Krieger stated they are looking to put together some info graphics visual aids for folks that will be electronically and media driven and they look to distribute those throughout the communities beginning the third week in January through March.

Mr. Krieger announced some upcoming key dates. The Budget Committee will have their public hearing on January 11th, the Deliberative Session will be on February 8th and Town voting will be held on March 12th, 2024.

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PERSONNEL REPORT

Mrs. Woodworth would like to discuss acting upon the re-purposing of the Financial Analyst position. Mr. Krieger explained they have put that on hold right now but what they would like to do is think as a leadership team and bring back either a recommendation or some cost things they would see if the Board were to repurpose that position. There are also the benefits they would see on the other side if the repurpose took place.

Mrs. Woodworth questioned why the technology specialist at Danville Elementary is no longer there. Mrs. Allaire explained there is a fundamental shifting in technology as a Unified Art. Most districts have moved beyond weekly technology lessons and it is designed to be integrated in all aspects.

COMMITTEE REPORTS

Mrs. Woodworth – Strategic Planning Committee will meet on January 18th.

Mrs. McCormick – The Curriculum and Assessment Committee will meet on January 9th.

Mr. Sherwood – The Budget Committee held a brief meeting with some members of the School Board.

Mrs. Manthorn – Policy Committee will be meeting on January 4th. The Wellness Committee is meeting on January 10th.

Mrs. Knutsen – Safety Committee met and they had a good meeting. She went to the Victorian Tea Day at the middle school.

Mr. Woodworth – He attended the 6th Grade concert in the PAC. He said that 75% of the 6th graders performed. Alumni since 1971 came back to watch a wrestling match and to be recognized for having been part of the wrestling program over the years.

Mr. Sapia – Construction Committee met and was very productive. He asked the residents of the community be patient as the renovations evolve over time.

Mrs. Savage – Facilities Committee met and talked about the projects coming up.

OTHER BUSINESS

On behalf of the School Board, Mrs. Knutsen informed the public that Mr. Christopher Kellan has announced his decision to leave the District at the end of the 23/24 school year. He will not return to his position as Superintendent which permits the school board to begin the process of immediately hiring a new Superintendent. Mr. Krieger and Mrs. Allaire will continue in their

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roles as Interim Superintendent and Acting Assistant Superintendent to at least the end of the 23/24 school year.

There was no other public business before the Board. Mrs. Knutsen adjourned the meeting at 9:26 pm.

Respectfully submitted,

Linda Mahoney
Recording Secretary

Approved by the School Board on January 4, 2024