



Thursday, November 2, 2023

AGENDA

Regular Business Meeting
SAU 106 Boardroom

Justin Krieger, Interim Superintendent
Katie Knutsen, Chair
Kristin Savage, Vice Chair

1. 7:00 PM Call to Order – Chair
2. Roll Call – Minute Taker
3. Pledge of Allegiance
4. Approval of Minutes
5. Student, Staff & Family Share
6. Delegates and Individuals
7. Student Representative
8. Current Business
 - a. 7:15 PM Students' Travel: Overnight Trips to Canada – ACTION
 - b. 7:20 PM In-School Support Title Change – ACTION
 - c. 7:25 PM Stronger Connections Grant – ACTION
 - d. 7:30 PM Policies – ACTION
 - e. 7:35 PM Draft Warrant Articles (Presentation 2) – INFORMATIONAL/ACTION
 - f. 7:40 PM FY2025 Default Budget – ACTION
 - g. 7:50 PM Atkinson Belfry - ACTION
 - h. 7:55 PM CIP Recommended Projects – ACTION
 - i. 8:05 PM Irrigation - ACTION
 - j. 8:15 PM Facilities Update – INFORMATIONAL
9. 8:25 PM Administrator's Report
10. 8:30 PM Personnel Report
11. 8:35 PM Committee Reports/Reports of the School Board
12. 8:40 PM Other Business
13. Nonpublic Session

DATE	TIME	LOCATION	TYPE OF MEETING
November 16	7:00 PM	SAU Boardroom	Regular Business
December 7	7:00 PM	SAU Boardroom	Regular Business
December 14*	7:00 PM	SAU Boardroom	Tentative Joint School Board/Budget Committee Meeting
December 21	7:00 PM	SAU Boardroom	Regular Business

The mission of the Timberlane Regional School District is to engage all students in challenging and relevant opportunities, emphasizing high aspirations and personal growth.



1-3. Open Meeting

4. Approval of Minutes (2 sets: October 19th regular meeting minutes and nonpublic meeting minutes)

5. Student, Staff, & Family Share (Mrs. Yacek, Principal of Sandown North, to present)

6. Delegates and Individuals

7. Student Representative

8. Current Business

a. Students' Travel: Overnight Trips to Canada

Motion to act on the proposed international student trips to Montreal for TRMS students and Quebec for TRHS students.

b. In-School Support Title Change

Mrs. Decinto to present an executive summary on the in-school support title change.

-Motion to act on the change of title from In-School Support Teacher to In-School Support Specialist.

c. Stronger Connections Grant

Motion to act on waiving Policy DJE: Bidding Requirements.

d. Policies

Motion to act on the second read of Policy KCD: Public Gifts and Donations.

e. Draft Warrant Articles (Presentation 2)

This is the second draft of the proposed warrant articles.

-Changes include adding language to Article #11 for the marching band and concert uniforms.

-If required, motion to act on removing or adding warrant articles.

f. FY2025 Default Budget

Mrs. Watkins to present the FY2025 Default Budget.

-Motion to act on the FY2025 Default Budget.

g. Atkinson Belfry

Mr. Ingoldsby to present the executive summary on the Atkinson Belfry.

-Motion to act on applying for the LCHIPS grant.

h. CIP Recommended Projects

Mr. Henderson to present the FY2025 CIP recommended projects.

-Motion to act on the FY2025 CIP recommended projects.

i. Irrigation

Mr. Ingoldsby to present an update on the irrigation system.

-Motion to act on the requested irrigation system projects.

j. Facilities Update

Mr. Ingoldsby to present a facilities update.

9. Administrator's Report

Mr. Krieger and Mrs. Allaire to present.

10. Personnel Report

-Motion to approve the nomination of Rena Caron, Grade 8 Science Teacher, Timberlane Regional Middle School.

-Review the Vacancy Report as of October 27, 2023.

11. Committee Reports/Reports of the School Board

12. Other Business – Board members to provide agenda items for future meeting consideration.

13. Nonpublic Session – If needed.



Upcoming Agenda Items

Description	Month
SAU Organizational Chart	July/August
Audit Update	September/October
Facilities Update	October
Draft Warrants	October-January
Presentation of School Goals	November
NESDEC	November
Facilities Update	Every other meeting
Proposed School Calendar	2 nd meeting in December
Final School Calendar	1 st meeting in January
School Board Goals Review	January

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
October 19, 2023
7:00 PM**

**Superintendent's Office
30 Greenough Road
Plaistow, NH**

Call to Order

Board Members Present

Donald Woodworth, Jack Sapia, Brienna Woodworth, Kim McCormick, Katie Knutsen, Paul LeCain, Mark Sherwood, Shauna Manthorn **Excused Absence:** Kristin Savage

Seated at the Board Table

Justin Krieger, Interim Superintendent

Administrators Present

Fran DeCinto, Director of Human Resources
Angelo Fantasia, Athletics Director
Maria Watkins, Business Administrator/CFO

APPROVAL OF MINUTES

MOTION: Mrs. Woodworth motioned to approve the workshop minutes as amended. Seconded by Mrs. McCormick Motion passed: 7-0-1 (Mr. LeCain abstained).

MOTION: Mr. Sapia motioned to approve the October 5, 2023 public minutes. Seconded by Mr. Sherwood Motion passed: 7-0-1 (Mrs. Manthorn abstained)

MOTION: Mrs. McCormick motioned to accept the nonpublic minutes of October 5, 2023. Seconded by Mr. Sherwood Motion passed: 7-0-1 (Mrs. Manthorn abstained)

DRAFT – NOT APPROVED

STUDENT, STAFF & FAMILY SHARE

Four 6th Grade students from different schools and towns came before the Board to talk about their individual experiences from the time spent at Camp Lincoln at the outset of their 6th grade year. They talked about the new friends they made and their favorite experiences and what they learned.

**MOTION: Mrs. Manthorn motioned to move the 30 minutes for Delegates and Individuals to the end of the meeting. Seconded by Mrs. Woodworth
Motion passed 8-0-0**

STUDENT REPRESENTATIVE

Armaan Anthony presented his report remotely on the events occurring at the schools. Some highlights included a field trip planned at Sandown Central to the fire station on October 20th and a Halloween parade. Parent Conferences are scheduled at Sandown North. Danville Elementary is holding a fall festival sponsored by the PTA on November 3. Atkinson Academy is holding a fall festival and a scholastic book fair will be the week of October 30. Pollard will have a Halloween party and a parade on October 30. The high school PSAT results for juniors will be available mid-November.

CURRENT BUSINESS

a. Athletics Annual Report

Mr. Fantasia presented his Annual Athletics Report to the Board and spoke on the highlights of the 2022/2023 school year. During the 2022-2023 school year, the Timberlane Regional Athletic Department organized and coordinated over 700 sporting events between the middle school and high school levels. Mr. Fantasia spoke on the outstanding accomplishments on the field. He also spoke on the outstanding accomplishments in the classroom. NHADA/NHIAA recognized 26 high school senior scholar-athletes for their excellence in the classroom, as well as on the playing field. He also spoke on the NHIAA student leadership trainings.

Mr. Fantasia spoke on how grateful he is for all the coaches, kids, parents and families for all they do.

Mrs. Woodworth asked about the Student Leadership trainings and how many go through that. Mr. Fantasia said he will train at any time in a 4-year cycle with 100 kids.

DRAFT – NOT APPROVED

Mrs. Woodworth asked if there are partnerships with younger students. Mr. Fantasia explained one of the things they have been doing for several years is they like to get the student leaders connected with the middle school 8th grade student leadership.

Mr. Krieger asked if he could let them know the percentage of coaches that are also Timberlane staff. Mr. Fantasia said they are very fortunate in that they have a lot of staff who are also coaches and some coach more than one sport. He will get the percentage for Mr. Krieger.

b. Policies

Policy JICD: Student Discipline and Due Process was before the Board for a Second Read/adoption. There have been no changes since First Read.

MOTION: Mrs. Manthorn motioned to accept Policy JICD as a Second Read. Seconded by Mr. Woodworth Motion passed 8-0-0

Policy KCD: Public Gifts and Donations was before the Board as a First Read. The changes to the policy are in red. Mr. Sapia questioned the range of \$5,000 - \$20,000. Mrs. Knutsen said they didn't give any rationale for that.

MOTION: Mrs. Woodworth motioned to accept Policy KCD as a First Read. Seconded by Mrs. Manthorn Motion passed 8-0-0

c. Assessment Calendar

Mr. Krieger said this calendar sets the stage for how things will roll out, organize ourselves on how we collect student data, and to organize teachers about how those pieces are rolling out in schools. This is something that is brought before the Board on an annual basis to update the Board on the master calendar and the comprehensive approach in terms of how they are looking to get data from the students. It is also used not only to make decisions that will drive instruction, but also to have assessment that is letting us know where we are in certain points in time.

d. Sub Rate of Pay

Mrs. DeCinto presented her Executive Summary to the Board. She is requesting a substitute employee pay increase. They want to increase the rates in order to be more competitive. She informed the Board they currently have 79 active substitute teacher/paraeducators and 3 substitute nurses employed by the District but continue to have a difficult time filling substitute assignments, especially paraeducator assignments, as the pay rate is much lower than teacher sub assignments. We currently have 29 paraeducator vacancies with most of

DRAFT – NOT APPROVED

them at the secondary level. We have not increased the pay for substitute employees since FY 2022.

Mr. Sapia asked about offering half days and full days. Mrs. DeCinto said they can do a half day assignment or full day. Mr. Sapia commented that when someone leaves at 2:15 pm when all the students leave, they get docked an hour so it isn't really a full day. We are trying to entice people to come and show up and suggests the subs can leave once the students are out of the building.

Mrs. Woodworth asked if this change would begin this year and going forward. Mrs. DeCinto said yes it would.

Mr. Sherwood said there is an inability to find substitute teachers on a regular basis at every one of our facilities and is causing an extra drain and stress and workload on the teachers that we currently have who are shouldering the burden. The money doesn't fix everything but this will get them the help they need.

Mrs. DeCinto announced they will be having a Substitute Fair on November 8th in the high school cafeteria from 5:00 pm to 7:00 pm.

**MOTION: Mr. Sherwood motioned to approve the proposed substitute pay rate.
Seconded by Mr. Sapia. Motion passed 7-0-1 (Mr. Woodworth abstained).**

e. Draft Warrant Articles

Mrs. Knutsen reviewed the draft warrant articles.

Mr. Krieger said the TTA collective bargaining agreement will be on as Warrant Article #3. This will be a standing agenda item so they can refine the language and start filling in numbers as time goes on. The Atkinson Academy tower is Warrant Article #13.

Mrs. Watkins spoke about the tower at Atkinson Academy. She stated this work is required to be done according to the Articles of Agreement and is concerned if this goes before the voters for a vote and it doesn't pass, it cuts their ability to make progress on the restoration of the tower. There is a grant we can apply for. It is her thought, if we get the grant and we can split the project in two or three phases, then with our existing capital budget, fund those phases for that and not have a delay if the warrant article gets voted down.

Mrs. Knutsen mentioned normally grants are for things not part of our budget and asked if they should be doing a warrant article for this if we want to do a grant.

DRAFT – NOT APPROVED

Mrs. Watkins suggested waiting to put this as a warrant article because they don't know how much the grant will give us or how much the project is and see if they will have enough money in their capital budget.

Mr. Sapia said after sitting on those committees and listening to the gentleman from Maine, this is to be done in three phases. He recalls the first phase is \$100,000, the second phase is \$125,000 and the last phase was about \$500,000. He believes it makes sense to expend the cost out of the capital line for the first and second phase, and for the third phase, which isn't critical but must be done, put as a warrant article after they find out how much money they can get from the grant.

Mrs. Knutsen asked when the is grant due. Mrs. Watkins said, according to the gentleman, they can get a substantial amount of money from the grant for this project. She doesn't know where they are in the application for the grant but will bring updates to the Board at the next meeting.

Mr. Sherwood explained under the Articles of Agreement, we are legally obligated to do the work and address the issue.

Mr. Watson spoke on the solar panels. She said the first lease payment isn't due until July 2024. Our current budget has the \$2 million payment for the lease. She asked the Board if they would be open to contemplating using those funds for the solar panels.

Mr. Sherwood spoke on that. He stated the CIP talked about this and in order to be clear and honest with the public, we would need to present this to the public and educate them on the benefits of the solar panels.

Mr. Sapia thinks if we have the money available, we should encumber it to make that payment, which is what the money is for. He believes that ultimately, the taxpayers should be making the decisions as to what road we go down.

ADMINISTRATORS' REPORT

Mr. Krieger recognized Kelly Salovitch and Ken Henderson for securing a grant for Strong Connections which will help us with safety equipment and camera work to almost \$250,000.

They are holding their leadership meetings in the schools and the last school they visited was at Pollard. He talked with 14 kids individually and all of them could identify some piece of learning. He encouraged parents and guardians to ask the kids what have they learned instead of asking them what they have done.

The next Budget Committee meeting will be on October 26th. At that meeting, they will hear from Athletics, the Music Department and both the secondary schools for their budget.

DRAFT – NOT APPROVED

They are currently working at the Middle school to really build up the Advisory Program there.

A high school student reached out and invited him to participate in a Relay Race at 1:00 PM tomorrow at the high school. Students, teachers and the administration group will be participating in the relay race.

PERSONNEL REPORT

Mrs. DeCinto stated there has been no change to the vacancy report from the last time. They did hire the student support coordinator.

MOTION: Mrs. Manthorn motioned to accept the professional nomination of Travis Burnham, Special Educator at Timberlane Regional Middle School. Seconded by Mr. Sherwood Motion passed 8-0-0

MOTION: Mrs. Manthorn motioned to accept the professional resignation of Nicole DeNisco, TRMS Science Teacher. Seconded by Mr. Woodworth Motion passed 8-0-0

COMMITTEE REPORTS

Mrs. Woodworth stated the Strategic Planning Committee met today and it was a great group of individuals presenting across the seven buildings. The next meeting is November 6, 2023.

Mrs. McCormick also mentioned the Strategic Planning went great.

Mr. Sherwood said they had their special meeting regarding irrigation. They are going over the information from the 2016 irrigation study and more information will be forthcoming. The CIP reviewed spending on the 2024/2025 projects. The TTA negotiations are moving along. They have not come to an agreement yet but he is cautiously optimistic. They have similar goals in sight. The Budget Committee met and talked about the variance over last year's spend from the schools.

Mrs. Manthorn said the Wellness Committee met last week and they did a revision of the mission statement and goals. She read the statement aloud for the public.

Mrs. Knutsen said the Safety Committee met on Tuesday this week. ALICE is rolling out and they will meet again in November. The TTA negotiations continue and are going really well.

Mr. Woodworth is looking forward to the Policy Committee meeting. He went to the Fun Run at the middle school the other day.

DRAFT – NOT APPROVED

Mr. Sapia attended the CIP meeting. He attended the Facilities Committee meeting and there is a potentially saggy pipe in the septic system at the high school which they will look into further.

Mr. Sapia thanked the Tornados for helping the Girls Field Hockey team get their game in.

Mr. Sherwood also stated that at the Budget Committee meeting, Atkinson Academy will be making a request of the School Board for a stipend not to exceed \$2,000 to start a Computer Coding Club.

Mrs. Knutsen announced the tentative Joint School Board and Budget Committee will meet on December 14, 2023.

OTHER BUSINESS

Mr. Sapia spoke on the RFP and RFQ process and made the following motion.

MOTION: Mr. Sapia motioned that all services, projects and contracts that are estimated to exceed the cost of twenty thousand dollars shall follow the following process, with no exception; RFP/RFQ shall be posted in all of the following places, but not limited to: construction summary, work in progress, construction connection, dodge report, school website. No work shall be awarded unless there are a minimum of three bids submitted by qualified companies during the bidding process. In cases where there are less than three bids, the District shall immediately put the request out to be bid again. All subcontractors work will follow the file sub-bid process, exercising the same said above resources. All sub contract work and/or services y general contractors, construction managers and/or services that are estimated to exceed ten thousand dollars, shall require the said above bid process and notification to the school board. No additional extensions/addendums to the scope of work and/or services that is part of a project, contract, and/or consultant, shall be awarded without the approval of the school board. Work and/or services shall not be reduced or divided into multiple contracts and/or projects to avoid the said above process. In the case of an emergency and/or failure, this process may be waived by the Superintendent and/or the school board to reduce the impact of the emergency. All consulting, services, and contractual work is to be presented to the school board prior to work being posted and/or awarded. This motion, if approved, will be strictly enforced. *There was no second to the motion.*

Mr. Sapia explained this tightens up the process.

Mr. Sapia suggests, if the Board supports the District on this, it should go to Policy and be incorporated into the policy.

DRAFT – NOT APPROVED

Mrs. Knutsen asked Mr. Krieger what impact would this have on the operation. Mr. Krieger said there would be a change to the posting requirements, a change to the minimum bids, a change to additions, a change to the notification of the School Board for posting and awarding.

He would like to have the opportunity to talk with the team who implements that work and see if any of these changes would have a detrimental affect either on the speed of the projects getting done or their ability to solicit bids. He also wants to understand what is in their current policy.

Mrs. Knutsen thinks this language needs to go to the Policy Committee to see what it states and Mr. Krieger can do his research.

Mrs. Manthorn asked if they could get this on the Policy Committee agenda for their next meeting and Mr. Krieger said they could. He wants to be sure any decisions don't have unintended consequences.

Mr. LeCain stated he would need to see this all laid out and can't support this motion. He said they should draw it up and bring it to Policy and they can do their research.

Mrs. Watkins reviewed the current process and policy with the Board.

Mrs. Knutsen said in order for us to make a good, sound decision, this should go to Policy and Mr. Krieger can do his research and then it can come back before the Board.

Mrs. Watkins would like Mr. Ingoldsby to attend the Policy Committee meeting when they review this.

Mrs. Woodworth asked for clarification who they know that they contact. Mrs. Watkins explained they have a database of vendors they can access to send the RFP's to.

Mr. LeCain asked if it always goes to the lowest bidder or how do they assess that. Mrs. Watkins explained they always check references and have the vendor explain how they will do the project. They don't always go with the lowest bidder.

Mr. Sherwood looks forward to hearing back on this and asked Mrs. Watkins if she sees any disadvantages to the four areas where the RFP/RFQ is posted. Mrs. Watkins said not at all.

Mrs. Woodworth asked who ultimately has the final decision on who is awarded the bid. Mrs. Watkins explained there is a group of people who are involved in making the decision.

Mr. Sapia withdrew his motion.

There was no other business before the Board.

DRAFT – NOT APPROVED

MOTION: Mrs. Manthorn 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 Mr. Sherwood. Motion passed 8-0-0

The Board was polled:

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

Mrs. Knutsen stated the Board will not be back into public session.

The public meeting adjourned at 8:31 pm.

Respectfully submitted,

Linda Mahoney
Recording Secretary

Approved by the School Board on



EXECUTIVE SUMMARY

Students' Travel - Overnight Trips to Canada

TRHS = Quebec, TRMS = Montreal

The World Language department at the high school and the middle school would like to bring back the opportunity for students to use their French language skills and immerse themselves in history and culture while visiting cities in Canada. Both are overnight trips that have taken place in past years. The French teachers are seeking board approval now for the trips to take place in the spring. If approved, they will continue to work with the travel company to fine tune their planning and advertise these opportunities to their French students.

TRHS

What: Trip to Quebec City, Canada

Who: Students who are currently enrolled in French

When: May (specific dates TBD)

Length of the trip: 2 nights/3 days

Departure/Arrival: leave around 7am on day 1 and arrive around 11pm day 3

Number of students: 15 or more

Number of chaperones: 2

Cost: \$995 per student

Company: Students Love Travel

Hotel: Hotel Clarendon overlooking Place de l'Hotel de Ville

Trip Highlights

Professionally guided walking tour of Old Québec, including a funicular ride

À la carte dining on the Rue St. Jean

Breton-style stuffed crepes breakfast at Casse-Crêpe Breton

Historical sites such as the Plains of Abraham and the Musée du Fort

Tour of the Citadelle de Québec

Lunch and shopping on Rue Saint-Jean

Old Common Gaol to learn about maple production

Breakfast at the Le Cochon Dingue

Interactive workshop at the Albert Gilles Copper workshop

Beauport for a guided tour of the Basilica

Beauport to see Montmorency Falls



NH School Administrative Unit 106 | Timberlane Regional School District

30 Greenough Road, Plaistow, NH 03865 Voice: (603) 382-6119 Fax: (603) 382-3334

Timberlane.net

@TimberlaneRegional

@TimberlaneRSD

@TimberlaneRSD

TRMS

What: Trip to Montreal, Canada

Who: 8th grade students who are currently enrolled in French

When: April (specific dates TBD)

Length of the trip: 2 nights/3 days

Departure/Arrival: leave around 7am on day 1 and arrive around 11pm on day 3

Number of students: 15-20

Number of chaperones: 3

Cost: \$950 per student (students will fundraise to offset the cost)

Company: Students Love Travel

Hotel: Hotel Clarendon overlooking Place de l'Hotel de Ville

Travel: coach bus

Trip Highlights

Explore, dine, and shop in Old Port

Pointe a Calliere Archaeological and History Museum

Tour the Basilique de Notre-Dame

Ride the Grande Roue de Montreal ferris wheel

Breakfast in the Plateau neighborhood

Mount Royal park and trails to the summit

Learn about Canadian and International art at the Musee des Beaux Arts

Lunch at Crescent Street

Olympic Stadium to learn about Canadian flora and fauna at the Biodome and Botanical Gardens and

Tour Olympique

Musee McCord to learn about Montreal's history and indigenous culture

Atwater Market for French language activity and lunch

Respectfully submitted,

Jennifer Puchlopek, Secondary Curriculum Coordinator



Executive Summary

In School Support Specialist Position

We posted for an In School Support Teacher position on June 27, 2023. We had four applicants apply and only one of the four applicants was qualified for this position.

The candidate that was hired has a bachelor's degree and is enrolled in a master's program for School Counseling. We had planned to hire him under an Emergency Authorization through the NHDOE which would have provided him time to work on obtaining certification through a Site Based Learning Plan. However, the DOE does not require teacher certification for this position so this candidate would not have been able to become certified through this process.

As the incumbent in this position is unable to become a certified teacher while occupying this position, we have revised the title for this position to In School Support Specialist, however the duties of this position as originally required on the job description have not changed. We updated the title and added language under the Certification/ Licensure requirement to include the following: *NH Department of Education Certification or ability to apply for certification as soon as eligible*. If we should hire a certified teacher in this position, we would update the title to In School Support Teacher.

Respectfully,

Fran DeCinto
HR Director



EXECUTIVE SUMMARY

November 2, 2023

The purpose of this executive summary is to request an exemption from the competitive bidding requirement outlined in policy DJE for our Video Surveillance system as part of the Stronger Connections Grant that TRSD has been awarded. This project is 100% grant funded.

We have exclusively partnered with ENE of New Hampshire for several years, ever since the initial implementation of our system. ENE is the local Verkada partner and possesses the expertise to handle both sales and installation. They have successfully deployed every camera and access control device across our district. Furthermore, these systems seamlessly communicate with each other, and ENE is intimately familiar with the system configurations and the layout of all our schools. The work they have carried out for the district has consistently demonstrated top-notch quality and has been completed in a timely manner.

Considering the pressing deadline for installation completion, completion is due December 19th, we believe that engaging another vendor to assess our school premises and execute the installation within the given time frame would be a considerable challenge. Additionally, we consider it a potential security risk to involve more entities in the layout and configurations of our security systems.

Respectfully Submitted By:

Ken Henderson

Director of Technology

Timberlane Regional School District	Policy Code: DJE
Adopted: 01-03-91 Revised: 06-19-08 Revised: 05-08-14 Revised: 10-04-18 Revised: 12-01-22	Page 1 of 1

BIDDING REQUIREMENTS

The Superintendent is required to get written competitive bids on purchases of supplies, materials, equipment, and contractual services in the amount of \$50,000 or more. Purchases of \$10,000 or more will require at least three competitive documented quotes for the open market. All purchases made in the open market shall be consummated after careful evaluation.

When bidding procedures are used, bids shall be advertised appropriately, including on the district website. Suppliers shall be invited to have their names placed on mailing lists to receive invitations to bid. When specifications are prepared, they will be mailed to all merchants and firms who have indicated an interest in bidding.

All bids must be submitted in sealed envelopes, addressed to the Superintendent, and plainly marked with the name of the bid and the time of the bid opening. Bids shall be opened at the time specified and all bidders and other persons shall be invited to be present.

The School Board with input from the Superintendent reserves the right to reject any or all bids and to accept that bid which appears to be in the best interest of the district. The School Board with input from the Superintendent also reserves the right to waive any formalities in, or reject, any or all bids or any part of any bid. Any bid may be withdrawn prior to the scheduled time for the opening of bids. Any bid received after the time and date specified, shall not be considered. The School Board with input from the Superintendent also reserves the right to negotiate with a bidder when all bids exceed the budgeted appropriation.

The bidder to whom the award is made shall be required to enter into a written contract with the district with appropriate bonding. Contractors shall be required to provide a certificate of insurance.

Specialized educational and related services are exempt from this policy when the interests of children so dictate (i.e. textbook purchases, psychological services, etc.).

Existing services that continue to meet the needs of the district shall be subject to an annual review by the board and may not need to go out to bid.

Legal References:

RSA 194-C:4 II (a), Superintendent Services

NH Code of Administrative Rules, Section Ed. 303.01 (b), Substantive Duties of School Boards



TRSD POLICY COMMITTEE'S RECOMMENDATIONS TO THE SCHOOL BOARD

November 2, 2023

Second Read/Adoption

Policy	Changes/Recommendations
KCD – Public Gifts and Donations	<i>No changes since first read.</i> Changes reflect the 2023 passage of HB207 which increases the amounts of unanticipated revenue the School Board may accept without a need for a 7 day notice and public hearing.

Timberlane Regional School District	Policy Code: KCD
Adopted: 10-16-08 Reaffirmed: 10-06-16 Revised: 04-19-18 Revised: 02-21-19 Revised:	Page 1 of 2

PUBLIC GIFTS AND DONATIONS

Gifts from organizations, community groups and/or individuals, which will benefit the District, shall be encouraged. A gift shall be defined as money, real or personal property and personal services provided without consideration.

Individuals or groups contemplating presenting a gift to a school or the district shall be encouraged to discuss in advance with the Building Principal or the Superintendent or Superintendent's designee what gifts are appropriate and needed.

The Board reserves the right to refuse any gift that does not contribute to the achievement of the district's goals, or in which the ownership of the gift would tend to deplete the resources of the district. In determining whether a gift will be accepted, consideration shall be given to district policies, school district goals and objectives (with particular emphasis on the goal of providing equal educational opportunities to all students) and adherence to basic principles outlined in the regulation that accompanies this policy.

The Superintendent or Superintendent's designee may accept gifts in the amount of ~~\$500~~ \$2,500 or less. Gifts in excess of ~~\$500~~ \$2,500 may only be accepted by the Board. Additionally, pursuant to RSA 198:20-b, gifts in the amount of ~~\$5000~~ \$20,000 or more shall require the Board to hold a public hearing regarding any action to be taken with the gift. For gifts of less than ~~\$5000~~ \$20,000, the Board will post notice of the gift in the agenda of the next regularly scheduled Board meeting and will include notice in the minutes of the meeting in which the gift is discussed. The acceptance of all gifts will be made in public session.

Any gift accepted shall become the property of the district, may not be returned without the approval of the Board, and is subject to the same controls and regulations as are other properties of the district. The Board shall be responsible for the maintenance of any gift it accepts.

At the time of acceptance of the gift, there will be a definite understanding with regard to the use of the gift, including whether it is intended for the use of one particular school or all schools in the district. The Board will make every effort to honor the intent of the donor in its use of the gift, but reserves the right to utilize any gift it accepts in the best interest of the educational program of the district. In no case shall acceptance of a gift be considered to be an endorsement by the Board of a commercial product or business enterprise or institution of learning.

It is the responsibility of the Superintendent or Superintendent's designee to process the appropriate forms to update inventory and to notify the donor of acceptance or rejection of a gift.

Voluntary contributions by District employees of supplies or other minor items of personal property to be used in classrooms or school programs with an aggregate value over the

Timberlane Regional School District	Policy Code: KCD
Adopted: 10-16-08 Reaffirmed: 10-06-16 Revised: 04-19-18 Revised: 02-21-19 Revised:	Page 2 of 2

school year of less than \$250 are permitted without further approval or documentation. Receipt of voluntary contributions being made by District employees with a value of \$250 or more must be approved as required in this policy for gifts from individuals not employed by the District.

Active solicitation of gifts to be received by the District, including by any school, classroom, or program in the District, including soliciting gifts through online crowdfunding web sites must be approved in advance by the Superintendent or Superintendent's designee where the value of the gift sought is less than \$500 and by the Board where the value of the gift sought is \$500 or greater.

Crowdfunding Disclaimer

Crowdfunding projects and fundraising campaigns by parents, teachers, and students that are implemented to raise money for classrooms, extracurricular activities, field trips, and other school-related purposes only may state their affiliation with the school district, but may not claim to represent or be raising funds on behalf of the school district without the prior approval of the Superintendent.

While the School Board fully supports any effort to give back to the school community and support our students, some of the crowdfunding webpages use the school districts' name, logo, or mascot to, among other things, get users to make private donations. Without approval of the Superintendent, these projects and campaigns are not affiliated with and have not been approved or sanctioned by the school district.

The purpose of this policy is to protect the use of the school district's name and logo and to ensure that such fundraising and related crowdfunding projects are consistent with the school district's interests and mission and are created in compliance with the law. To that end, the school district hereby expressly disclaims any responsibility or liability for any financial or other loss associated with any fundraising or crowdfunding project or webpage.

2024 Timberlane Regional School District Warrant

State of New Hampshire

To the inhabitants of the School District of the Towns of Atkinson, Danville, Plaistow, and Sandown, New Hampshire, qualified to vote in District affairs:

First Session of Annual Meeting (Deliberative)

You are hereby notified to meet at the Timberlane Performing Arts Center, 40 Greenough Road, Plaistow, New Hampshire, on Thursday, the 8th day of February 2024, at 7:00 p.m. This session shall consist of explanation, discussion, and debate of warrant articles number 2 through number X. Warrant articles may be amended subject to the following limitations: (a) warrant articles whose wording is prescribed by law shall not be amended, (b) warrant articles that are amended shall be placed on the official ballot for a final vote on the main motion, as amended, and (c) no warrant article shall be amended to eliminate the subject matter of the article.

Second Session of Annual Meeting (Voting)

Voting on warrant articles number 1 through number X will be conducted by official ballot to be held in conjunction with town meeting voting to be held on Tuesday, the 12th day of March 2024, at the Town election polls in Atkinson, Danville, Plaistow, and Sandown, New Hampshire.

Atkinson Voting will be conducted at the Atkinson Community Center from 7 a.m.-8 p.m.
Danville* Voting will be conducted at the Danville Community Center from 8 a.m.-8 p.m.

***Tentative**

Plaistow Voting will be conducted at the Plaistow Fish and Game Club from 7 a.m.-7 p.m.
Sandown Voting will be conducted at the Sandown Town Hall from 8 a.m.-8 p.m.

Article 1 – Election of Officers

To choose the following school district officers:

Atkinson Voters	School Board Member	3-Year Term
Plaistow Voters	School Board Member	3-Year Term
Sandown Voters	School Board Member	3-Year Term
Atkinson Voters	Budget Committee Member	3-Year Term
Plaistow Voters	Budget Committee Member	3-Year Term
Sandown Voters	Budget Committee Member	3-Year Term

Article 2 – Operating Budget

Shall the voters of the School District raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$X? Should this article be defeated, the operating budget shall be \$X, which is the same as last year, with certain adjustments required by previous action of the Timberlane Regional School District or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. Note: Warrant Article 2 (the operating budget) does not include appropriations proposed under any other warrant articles. (MAJORITY VOTE REQUIRED)

Recommended by the School Board
Recommended by the Budget Committee

Article 3 – Three Year Collective Bargaining Agreement (Timberlane Teachers’ Association)

Shall the voters of the School District approve the cost items included in the collective bargaining agreement reached between the Timberlane Teachers’ Association and the Timberlane Regional School Board, which calls for the following increases in salaries and benefits at the current staffing levels over the amount paid in the prior fiscal year:

Fiscal Year	<u>2024-25</u>	<u>2025-26</u>	<u>2026-27</u>
Estimated Increase	\$X	\$X	\$X
3-Year Total			\$X

And further to raise and appropriate the sum of \$X for the 2024-25 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at the current staffing levels? (MAJORITY VOTE REQUIRED)

Recommended by the School Board
Recommended by the Budget Committee

Article 4 – Authorization for Special Meeting on Cost Items

Shall the voters of the School District, if Article 3 is defeated, authorize the Timberlane Regional School Board to call one special meeting, at its option, to address Article 4 cost items only? (MAJORITY VOTE REQUIRED)

Recommended by the School Board

Article 5 – Capital Reserve Fund by Surplus

Shall the voters of the School District raise and appropriate up to \$250,000 to be placed in the School Building Construction, Reconstruction, Capital Improvement and Land Purchase Capital Reserve Fund established in 1996, with such amount to be transferred from those funds in the June 30, 2024 unassigned fund balance available for transfer on July 1 of this year which were apportioned as Capital Expenses in 2023-2024 in accordance with Article 6 of the Timberlane Regional School District Articles of Agreement? No amount to be raised by additional taxation. (MAJORITY VOTE REQUIRED)

Recommended by the School Board
Recommended by the Budget Committee

Article 6 – General Acceptance of Reports

Shall the voters of the School District accept reports of agents, auditors, and committees as written in the 2023 Annual Report? (MAJORITY VOTE REQUIRED)

Recommended by the School Board

Article 7 – Fund Balance Retention

Shall the School District vote to authorize, indefinitely until rescinded, to retain year-end unassigned general funds in an amount not to exceed, in any fiscal year, **5%** of the current fiscal year's net assessment, in accordance with RSA 198:4-b, II. (MAJORITY VOTE REQUIRED)

Recommended by the School Board

Recommended by the Budget Committee

Optional Warrant Articles Below:

Article 8 – Emergency Contingency Fund

Shall the School District establish a contingency fund for the upcoming fiscal year for the purpose of covering the cost of unpredictable cost escalations as well as emergencies and further raise and appropriate \$500,000 with such amount to be transferred from those funds in the June 30, 2024 unassigned fund balance available for transfer on July 1 of this year; no amount to be raised by additional taxation. Any appropriation left in the fund at the end of the year will lapse to the general fund and used to offset the local education property tax rate. (MAJORITY VOTE REQUIRED)

Recommended by the School Board

Recommended by the Budget Committee

Article 9 – TAU Professional Development Reimbursement

To Be Determined

Recommended by the School Board

Recommended by the Budget Committee

Article 10 – Solar Panel Array

To Be Determined

Recommended by the School Board

Recommended by the Budget Committee

Article 11 –Marching and Concert Uniforms for Timberlane Regional High School Music Department

To see if the school district will vote to raise and appropriate the sum of **\$95,800** for the purpose of marching band and concert uniforms for the Timberlane Regional High School Music Department.

(Majority vote required)

Recommended by the School Board

Recommended by the Budget Committee

Article 12 – Technology Staff

To Be Determined

Recommended by the School Board

Recommended by the Budget Committee

Timberlane Regional School District
FY2025 Default Budget

Salaries	38,488,044
Benefits	23,731,567
Operating	24,827,304
FY2024 Voted Budget	87,046,915

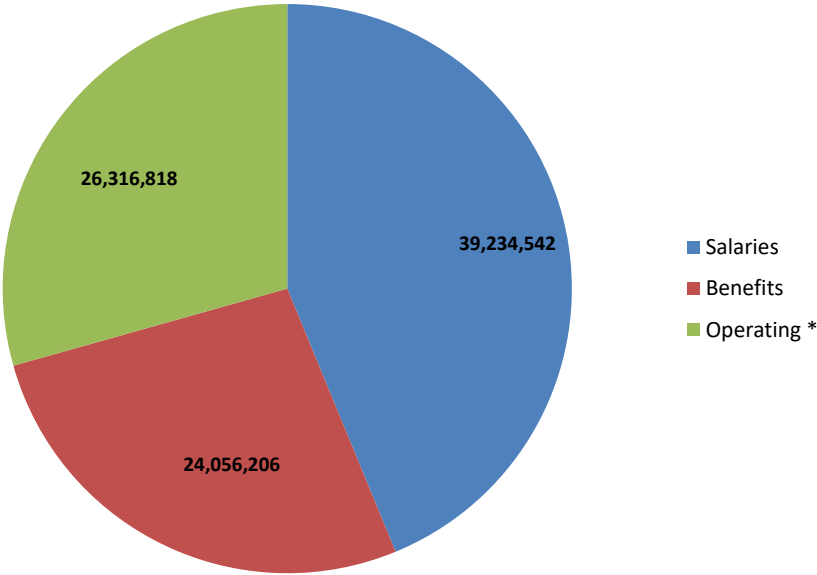
Salaries Increase	746,498	1
FICA	40,839	2
Classified-Retirement	98,014	3
Certified-Retirement	15,822	4
Insurance	185,543	5
Transportation	264,516	6
Food Service	134,497	7
Special Education	1,037,100	8
Increase in DW professional services	127,822	9
One Time Budget Item	(50,000)	10
One Time Budget Item	(40,000)	11
Total Adjustments	2,560,650	
FY2024 Default Budget	89,607,565	
Increase %	2.9%	

Notes:

Personnel Increase:	
Custodial Union (TCU) increase per CBA	119,050
Cafeteria Workers Union (TCWU) increase per CBA	33,450
Administrators Union (TAU) increase per CBA	137,501
Admin. Assistants & Maintenance Union (TAAM) increase per CBA	108,273
Support Staff Union (TSSU) increase per CBA	307,786
Non-Union Increase	195,113
Total	901,172
1 Salaries to reflect voted salaries	746,498
2 FICA adjustment to reflect voted salaries	40,839
3 Classified-Retirement adjustment to reflect voted salaries	98,014
4 Certified-Retirement adjustment to reflect voted salaries	15,822
Total	901,172
5 Insurance Increase:	
Health & Dental increase reflects a 12.5% GMR	195,101
Property & Liability per Primex GMR	15,579
Workers Comp. per Primex GMR	(25,137)
Total	185,543
6 Transportation increase based on new contract and rates	264,516
7 Food Service increase based on new contract and rates	134,497
8 Special Education Increase:	
Contracted Services	1,037,100
9 Increase in DW professional services	127,822
10 Replacement of facilities vehicle	(50,000)
11 Replacement of district wide equipment/Info Access Fees	(40,000)

Timberlane Regional School District

FY2025 Default Budget				
	Default FY2025	Voted FY2024	Change	
Salaries	39,234,542 43.8%	38,488,044 44.2%	746,498	1.9%
Benefits	24,056,206 26.8%	23,731,567 27.3%	324,639	1.4%
Operating *	26,316,818 29.4%	24,827,304 28.5%	1,489,514	6.0%
Total Budget	89,607,565	87,046,915	2,560,650	2.9%



FY2024 Voted Budget Recap	
Warrant Article #2 Operating Budget Account(s): Miscellaneous	\$83,270,418
Warrant Article #3 Lease Purchase Agreement Account(s): 5110.910.00.00.0	\$2,061,000
Warrant Article #4 CBA - TTA Account(s): Miscellaneous	\$459,400
Warrant Article #6 CBA - TAAM Account(s): Miscellaneous	\$141,943
Warrant Article #8 CBA - TSSU Account(s): Miscellaneous	\$459,669
Warrant Article #10 CBA - TTA Account(s): Miscellaneous	\$404,485
Warrant Article #12 Capital Reserve Contribution Account(s): 5250.930.01.33	\$250,000
Total Voted Budget:	\$87,046,915
Minus Capital Reserve Contribution	(\$250,000)
Tota w/o Capital Reserve Contribution:	\$86,796,915

Timberlane Regional School District

Budget - TRSD

Fiscal Year: 2023-2024

☐ Print accounts with zero balance ☐ Round to whole dollars ☐ Account on new page
☐ Exclude inactive accounts with zero balance
Definition: Default View

From Date: 7/1/2024

To Date: 6/30/2025

Account	Description	FY2025 Default	FY2024 Voted	Variance
100.1100.112.00.00.00000	Salaries-Teachers	\$16,554,794.54	\$16,540,760.10	\$14,034.44
100.1100.114.00.00.00000	Educational Assistants Salarie	\$1,685,545.84	\$1,632,444.50	\$53,101.34
100.1100.115.00.00.00000	Office Salaries	\$35,713.26	\$33,990.00	\$1,723.26
100.1100.117.00.00.00000	Home Instruction / ESOL	\$10,000.00	\$10,000.00	\$0.00
100.1100.122.00.00.00000	Substitute Salaries- Teachers	\$500,000.00	\$450,000.00	\$50,000.00
100.1100.123.00.00.00000	Long Term Substitutes	\$190,000.00	\$190,000.00	\$0.00
100.1100.320.00.00.00000	Professional Edu Services	\$4,000.00	\$4,000.00	\$0.00
100.1100.330.00.00.00000	Other Professional Services	\$32,300.00	\$30,050.00	\$2,250.00
100.1100.430.00.00.00000	Repair and Maintenance	\$62,717.00	\$62,717.00	\$0.00
100.1100.550.00.00.00000	Printing	\$2,500.00	\$2,500.00	\$0.00
100.1100.561.00.00.00000	Tuition-Other LEA's in State	\$20,000.00	\$20,000.00	\$0.00
100.1100.580.00.00.00000	Travel/Workshops	\$10,000.00	\$10,000.00	\$0.00
100.1100.610.00.00.00000	Supplies	\$537,381.96	\$537,381.96	\$0.00
100.1100.640.00.00.00000	Books & Info Resources	\$60,691.00	\$60,691.00	\$0.00
100.1100.643.00.00.00000	Information Access Fees	\$251,615.00	\$251,615.00	\$0.00
100.1100.650.00.00.00000	Software	\$108,758.00	\$108,758.00	\$0.00
100.1100.733.00.00.00000	New Equipment	\$71,648.00	\$71,648.00	\$0.00
100.1100.734.00.00.00000	New Computer/Netwk Equip	\$37,000.00	\$37,000.00	\$0.00
100.1100.737.00.00.00000	Replacement Equipment	\$90,853.00	\$90,853.00	\$0.00
100.1100.738.00.00.00000	Replacement Computer/Netw	\$297,500.00	\$297,500.00	\$0.00
100.1100.810.00.00.00000	Dues and Fees	\$33,515.00	\$33,515.00	\$0.00
FUNC: REGULAR EDUCATION - 1100		\$20,596,532.60	\$20,475,423.56	\$121,109.04
100.1200.111.00.00.00000	Administrative Salaries	\$337,319.84	\$324,803.84	\$12,516.00

Timberlane Regional School District

Budget - TRSD

Fiscal Year: 2023-2024

☐ Print accounts with zero balance ☐ Round to whole dollars ☐ Account on new page
☐ Exclude inactive accounts with zero balance
Definition: Default View

From Date: 7/1/2024

To Date: 6/30/2025

Account	Description	FY2025 Default	FY2024 Voted	Variance
100.1200.112.00.00.00000	Teacher/Specialist Salaries	\$3,855,208.29	\$3,855,208.29	\$0.00
100.1200.114.00.00.00000	Educational Assistants Salaries	\$3,235,486.38	\$3,080,082.43	\$155,403.95
100.1200.115.00.00.00000	Office Salaries	\$89,796.93	\$85,459.50	\$4,337.43
100.1200.117.00.00.00000	Home Instruction / ESOL	\$31,000.00	\$31,000.00	\$0.00
100.1200.124.00.00.00000	Substitute Salaries- Assistant	\$55,000.00	\$55,000.00	\$0.00
100.1200.320.00.00.00000	Professional Edu Services	\$7,500.00	\$7,500.00	\$0.00
100.1200.330.00.00.00000	Other Professional Services	\$1,425,000.00	\$820,000.00	\$605,000.00
100.1200.430.00.00.00000	Repair and Maintenance	\$50,000.00	\$50,000.00	\$0.00
100.1200.561.00.00.00000	Tuition-Other LEA's in State	\$30,000.00	\$30,000.00	\$0.00
100.1200.564.00.00.00000	Tuition-Private	\$4,228,000.00	\$4,228,000.00	\$0.00
100.1200.580.00.00.00000	Travel/Workshops	\$6,620.00	\$6,620.00	\$0.00
100.1200.610.00.00.00000	Supplies	\$67,361.00	\$67,361.00	\$0.00
100.1200.640.00.00.00000	Books & Info Resources	\$14,478.00	\$14,478.00	\$0.00
100.1200.643.00.00.00000	Information Access Fees	\$50,000.00	\$50,000.00	\$0.00
100.1200.650.00.00.00000	Software	\$4,500.00	\$4,500.00	\$0.00
100.1200.733.00.00.00000	New Equipment	\$3,482.00	\$3,482.00	\$0.00
100.1200.737.00.00.00000	Replacement Equipment	\$1,200.00	\$1,200.00	\$0.00
100.1200.738.00.00.00000	Replacement Computer/Network	\$30,000.00	\$30,000.00	\$0.00
FUNC: SPECIAL EDUCATION - 1200		\$13,521,952.44	\$12,744,695.06	\$777,257.38
100.1260.117.00.00.00000	Home Instruction / ESOL	\$54,946.00	\$54,946.00	\$0.00
100.1260.330.00.00.00000	Other Professional Services	\$3,250.00	\$2,000.00	\$1,250.00
100.1260.580.00.00.00000	Travel/Workshops	\$1,500.00	\$1,500.00	\$0.00
FUNC: BILINGUAL EDUCATION - 1260		\$59,696.00	\$58,446.00	\$1,250.00

Timberlane Regional School District

Budget - TRSD

Fiscal Year: 2023-2024

☐ Print accounts with zero balance ☐ Round to whole dollars ☐ Account on new page
☐ Exclude inactive accounts with zero balance
Definition: Default View

From Date: 7/1/2024

To Date: 6/30/2025

Account	Description	FY2025 Default	FY2024 Voted	Variance
100.1300.561.00.00.00000	Tuition-Other LEA's in State	\$152,000.00	\$152,000.00	\$0.00
FUNC: VOCATIONAL EDUCATION - 1300		\$152,000.00	\$152,000.00	\$0.00
100.1410.112.00.00.00000	Teacher/Specialist Salaries	\$130,200.00	\$130,200.00	\$0.00
100.1410.610.00.00.00000	Supplies	\$57,675.00	\$57,675.00	\$0.00
100.1410.810.00.00.00000	Dues and Fees	\$14,000.00	\$14,000.00	\$0.00
100.1410.890.00.00.00000	Miscellaneous Expense	\$45,000.00	\$45,000.00	\$0.00
FUNC: STUDENT ACTIVITIES - 1410		\$246,875.00	\$246,875.00	\$0.00
100.1420.111.00.00.00000	Administrative Salaries	\$145,863.00	\$141,075.00	\$4,788.00
100.1420.112.00.00.00000	Teacher/Specialist Salaries	\$307,325.00	\$307,325.00	\$0.00
100.1420.115.00.00.00000	Office Salaries	\$46,373.34	\$44,194.80	\$2,178.54
100.1420.330.00.00.00000	Other Professional Services	\$4,800.00	\$4,800.00	\$0.00
100.1420.390.00.00.00000	Game Expenses	\$131,005.00	\$86,605.00	\$44,400.00
100.1420.430.00.00.00000	Repair and Maintenance	\$11,500.00	\$11,500.00	\$0.00
100.1420.520.00.00.00000	Insurance	\$11,500.00	\$11,500.00	\$0.00
100.1420.580.00.00.00000	Travel/Workshops	\$900.00	\$900.00	\$0.00
100.1420.610.00.00.00000	Supplies	\$72,950.00	\$72,950.00	\$0.00
100.1420.643.00.00.00000	Information Access Fees	\$21,495.00	\$21,495.00	\$0.00
100.1420.733.00.00.00000	New Equipment	\$1,000.00	\$1,000.00	\$0.00
100.1420.737.00.00.00000	Replacement Equipment	\$2,830.00	\$2,830.00	\$0.00
100.1420.810.00.00.00000	Dues and Fees	\$10,780.00	\$10,780.00	\$0.00
100.1420.880.00.00.00000	Miscellaneous Expense	\$6,000.00	\$6,000.00	\$0.00
100.1420.890.00.00.00000	Miscellaneous Expense	\$47,000.00	\$47,000.00	\$0.00
FUNC: ATHLETICS - 1420		\$821,321.34	\$769,954.80	\$51,366.54

Timberlane Regional School District

Budget - TRSD

Fiscal Year: 2023-2024

☐ Print accounts with zero balance ☐ Round to whole dollars ☐ Account on new page
☐ Exclude inactive accounts with zero balance
Definition: Default View

From Date: 7/1/2024

To Date: 6/30/2025

Account	Description	FY2025 Default	FY2024 Voted	Variance
100.1430.112.00.00.00000	Teacher/Specialist Salaries	\$30,000.00	\$30,000.00	\$0.00
100.1430.320.00.00.00000	Professional Edu Services	\$4,000.00	\$4,000.00	\$0.00
100.1430.610.00.00.00000	Supplies	\$300.00	\$300.00	\$0.00
FUNC: SUMMER SCHOOL - 1430		\$34,300.00	\$34,300.00	\$0.00
100.1600.112.00.00.00000	Teacher/Specialist Salaries	\$105,000.00	\$105,000.00	\$0.00
100.1600.115.00.00.00000	Office Salaries	\$15,547.25	\$14,798.70	\$748.55
100.1600.320.00.00.00000	Professional Edu Services	\$2,000.00	\$2,000.00	\$0.00
100.1600.610.00.00.00000	Supplies	\$11,000.00	\$11,000.00	\$0.00
100.1600.640.00.00.00000	Books & Info Resources	\$2,700.00	\$2,700.00	\$0.00
100.1600.643.00.00.00000	Information Access Fees	\$16,000.00	\$16,000.00	\$0.00
FUNC: ALTERNATIVE/CONTINUING EDUC. - 1600		\$152,247.25	\$151,498.70	\$748.55
100.2000.330.00.00.00000	Other Professional Services	\$36,000.00	\$0.00	\$36,000.00
FUNC: SUPPORT SERVICES - 2000		\$36,000.00	\$0.00	\$36,000.00
100.2122.111.00.00.00000	Administrative Salaries	\$111,757.15	\$107,746.15	\$4,011.00
100.2122.112.00.00.00000	Teacher/Specialist Salaries	\$1,169,330.03	\$1,169,330.03	\$0.00
100.2122.115.00.00.00000	Office Salaries	\$167,782.95	\$158,317.90	\$9,465.05
100.2122.320.00.00.00000	Professional Edu Services	\$24,720.90	\$24,200.00	\$520.90
100.2122.550.00.00.00000	Printing	\$1,014.00	\$1,014.00	\$0.00
100.2122.610.00.00.00000	Supplies	\$7,637.00	\$7,637.00	\$0.00
100.2122.640.00.00.00000	Books & Info Resources	\$843.00	\$843.00	\$0.00
100.2122.737.00.00.00000	Replacement Equipment	\$500.00	\$500.00	\$0.00
FUNC: GUIDANCE - 2122		\$1,483,585.03	\$1,469,588.08	\$13,996.95

Timberlane Regional School District

Budget - TRSD

Fiscal Year: 2023-2024

☐ Print accounts with zero balance ☐ Round to whole dollars ☐ Account on new page
☐ Exclude inactive accounts with zero balance
Definition: Default View

From Date: 7/1/2024

To Date: 6/30/2025

Account	Description	FY2025 Default	FY2024 Voted	Variance
100.2134.113.00.00.00000	Nurses Salaries	\$681,351.70	\$681,351.70	\$0.00
100.2134.115.00.00.00000	Office Salaries	\$63,776.17	\$60,985.70	\$2,790.47
100.2134.290.00.00.00000	Other Employee Benefits	\$500.00	\$500.00	\$0.00
100.2134.330.00.00.00000	Other Professional Services	\$18,700.00	\$18,700.00	\$0.00
100.2134.340.00.00.00000	Technical Services	\$5,000.00	\$5,000.00	\$0.00
100.2134.430.00.00.00000	Repair and Maintenance	\$1,300.00	\$1,300.00	\$0.00
100.2134.580.00.00.00000	Travel/Workshops	\$200.00	\$200.00	\$0.00
100.2134.610.00.00.00000	Supplies	\$22,000.00	\$22,000.00	\$0.00
100.2134.640.00.00.00000	Books & Info Resources	\$400.00	\$400.00	\$0.00
100.2134.733.00.00.00000	New Equipment	\$1,400.00	\$1,400.00	\$0.00
100.2134.737.00.00.00000	Replacement Equipment	\$1,000.00	\$1,000.00	\$0.00
FUNC: HEALTH SERVICES - 2134		\$795,627.87	\$792,837.40	\$2,790.47
100.2143.112.00.00.00000	Teacher/Specialist Salaries	\$320,571.04	\$320,571.04	\$0.00
100.2143.330.00.00.00000	Other Professional Services	\$345,000.00	\$110,000.00	\$235,000.00
100.2143.580.00.00.00000	Travel/Workshops	\$200.00	\$200.00	\$0.00
100.2143.610.00.00.00000	Supplies	\$12,000.00	\$12,000.00	\$0.00
100.2143.733.00.00.00000	New Equipment	\$1,160.00	\$1,160.00	\$0.00
FUNC: PSYCHOLOGICAL SERVICES - 2143		\$678,931.04	\$443,931.04	\$235,000.00
100.2152.112.00.00.00000	Teacher/Specialist Salaries	\$702,258.02	\$702,258.02	\$0.00
100.2152.114.00.00.00000	Educational Assistants Salarie	\$205,480.16	\$203,890.49	\$1,589.67
100.2152.330.00.00.00000	Other Professional Services	\$430,000.00	\$232,900.00	\$197,100.00
100.2152.580.00.00.00000	Travel/Workshops	\$200.00	\$200.00	\$0.00

Timberlane Regional School District

Budget - TRSD

Fiscal Year: 2023-2024

☐ Print accounts with zero balance ☐ Round to whole dollars ☐ Account on new page
☐ Exclude inactive accounts with zero balance
Definition: Default View

From Date: 7/1/2024

To Date: 6/30/2025

Account	Description	FY2025 Default	FY2024 Voted	Variance
100.2152.610.00.00.00000	Supplies	\$11,070.00	\$11,070.00	\$0.00
100.2152.640.00.00.00000	Books & Info Resources	\$1,983.00	\$1,983.00	\$0.00
100.2152.643.00.00.00000	Information Access Fees	\$44,000.00	\$44,000.00	\$0.00
100.2152.733.00.00.00000	New Equipment	\$9,598.00	\$9,598.00	\$0.00
FUNC: SPEECH - 2152		\$1,404,589.18	\$1,205,899.51	\$198,689.67
100.2190.112.00.00.00000	Teacher/Specialist Salaries	\$50,000.00	\$50,000.00	\$0.00
FUNC: OTHER PUPIL SERVICES - 2190		\$50,000.00	\$50,000.00	\$0.00
100.2210.320.00.00.00000	Professional Edu Services	\$22,100.00	\$22,100.00	\$0.00
100.2210.330.00.00.00000	Other Professional Services	\$500.00	\$500.00	\$0.00
FUNC: IMPROVEMENT OF INSTRUCTION - 2210		\$22,600.00	\$22,600.00	\$0.00
100.2213.111.00.00.00000	Administrative Salaries	\$128,000.00	\$128,000.00	\$0.00
100.2213.112.00.00.00000	Teacher/Specialist Salaries	\$5,000.00	\$5,000.00	\$0.00
100.2213.240.00.00.00000	Tuition Reimbursement	\$204,500.00	\$204,500.00	\$0.00
100.2213.320.00.00.00000	Professional Edu Services	\$142,000.00	\$142,000.00	\$0.00
100.2213.321.00.00.00000	Prof Services for Instruction	\$7,500.00	\$7,500.00	\$0.00
100.2213.580.00.00.00000	Travel/Workshops	\$4,000.00	\$4,000.00	\$0.00
100.2213.610.00.00.00000	Supplies	\$2,000.00	\$2,000.00	\$0.00
100.2213.640.00.00.00000	Books & Info Resources	\$2,000.00	\$2,000.00	\$0.00
FUNC: PROFESSIONAL IMPROVEMENT - 2213		\$495,000.00	\$495,000.00	\$0.00
100.2219.610.00.00.00000	Supplies	\$200.00	\$200.00	\$0.00
FUNC: OTH IMPROVEMENT OF INSTRUCTION - 2219		\$200.00	\$200.00	\$0.00

Timberlane Regional School District

Budget - TRSD

Fiscal Year: 2023-2024

☐ Print accounts with zero balance ☐ Round to whole dollars ☐ Account on new page
☐ Exclude inactive accounts with zero balance
Definition: Default View

From Date: 7/1/2024

To Date: 6/30/2025

Account	Description	FY2025 Default	FY2024 Voted	Variance
100.2222.112.00.00.00000	Teacher/Specialist Salaries	\$427,895.48	\$427,895.48	\$0.00
100.2222.114.00.00.00000	Educational Assistants Salarie	\$222,253.07	\$211,225.81	\$11,027.26
100.2222.610.00.00.00000	Supplies	\$9,585.00	\$9,585.00	\$0.00
100.2222.640.00.00.00000	Books & Info Resources	\$60,900.00	\$60,900.00	\$0.00
100.2222.641.00.00.00000	Library Periodicals	\$7,282.40	\$7,282.40	\$0.00
100.2222.643.00.00.00000	Information Access Fees	\$58,857.00	\$58,857.00	\$0.00
FUNC: SCHOOL LIBRARY SERVICES - 2222		\$786,772.95	\$775,745.69	\$11,027.26
100.2223.112.00.00.00000	Teacher/Specialist Salaries	\$5,200.00	\$5,200.00	\$0.00
100.2223.430.00.00.00000	Repair and Maintenance	\$1,450.00	\$1,450.00	\$0.00
100.2223.610.00.00.00000	Supplies	\$2,450.00	\$2,450.00	\$0.00
100.2223.640.00.00.00000	Books & Info Resources	\$7,645.00	\$7,645.00	\$0.00
100.2223.733.00.00.00000	New Equipment	\$900.00	\$900.00	\$0.00
FUNC: AUDIO VISUAL - 2223		\$17,645.00	\$17,645.00	\$0.00
100.2311.111.00.00.00000	Administrative Salaries	\$14,000.00	\$14,000.00	\$0.00
FUNC: SCHOOL BOARD STIPEND - 2311		\$14,000.00	\$14,000.00	\$0.00
100.2312.115.00.00.00000	Office Salaries	\$6,000.00	\$6,000.00	\$0.00
100.2312.610.00.00.00000	Supplies	\$320.00	\$320.00	\$0.00
FUNC: SCHOOL BOARD CLERK - 2312		\$6,320.00	\$6,320.00	\$0.00
100.2313.111.00.00.00000	Administrative Salaries	\$9,850.00	\$9,850.00	\$0.00
100.2313.610.00.00.00000	Supplies	\$2,500.00	\$2,500.00	\$0.00
FUNC: TREASURER - 2313		\$12,350.00	\$12,350.00	\$0.00

Timberlane Regional School District

Budget - TRSD

Fiscal Year: 2023-2024

☐ Print accounts with zero balance ☐ Round to whole dollars ☐ Account on new page
☐ Exclude inactive accounts with zero balance
Definition: Default View

From Date: 7/1/2024

To Date: 6/30/2025

Account	Description	FY2025 Default	FY2024 Voted	Variance
100.2314.340.00.00.00000	Technical Services	\$4,000.00	\$4,000.00	\$0.00
100.2314.550.00.00.00000	Printing	\$8,000.00	\$8,000.00	\$0.00
100.2314.610.00.00.00000	Supplies	\$3,500.00	\$3,500.00	\$0.00
FUNC: DISTRICT MEETING - 2314		\$15,500.00	\$15,500.00	\$0.00
100.2317.330.00.00.00000	Other Professional Services	\$50,000.00	\$50,000.00	\$0.00
FUNC: AUDIT - 2317		\$50,000.00	\$50,000.00	\$0.00
100.2318.330.00.00.00000	Other Professional Services	\$204,800.00	\$200,000.00	\$4,800.00
FUNC: LEGAL FEES - 2318		\$204,800.00	\$200,000.00	\$4,800.00
100.2319.115.00.00.00000	Office Salaries	\$11,160.00	\$11,160.00	\$0.00
100.2319.540.00.00.00000	Advertising	\$5,000.00	\$5,000.00	\$0.00
100.2319.810.00.00.00000	Dues and Fees	\$18,000.00	\$18,000.00	\$0.00
100.2319.890.00.00.00000	Miscellaneous Expense	\$27,500.00	\$27,500.00	\$0.00
FUNC: OTHER SCHOOL BOARD SERVICES - 2319		\$61,660.00	\$61,660.00	\$0.00
100.2321.111.00.00.00000	Administrative Salaries	\$576,344.60	\$416,713.00	\$159,631.60
100.2321.115.00.00.00000	Office Salaries	\$109,100.00	\$109,100.00	\$0.00
100.2321.240.00.00.00000	Tuition Reimbursement	\$40,000.00	\$40,000.00	\$0.00
100.2321.330.00.00.00000	Other Professional Services	\$35,205.00	\$10,205.00	\$25,000.00
100.2321.534.00.00.00000	Postage	\$6,000.00	\$6,000.00	\$0.00
100.2321.580.00.00.00000	Travel/Workshops	\$18,000.00	\$18,000.00	\$0.00
100.2321.610.00.00.00000	Supplies	\$18,500.00	\$18,500.00	\$0.00

Timberlane Regional School District

Budget - TRSD

Fiscal Year: 2023-2024

☐ Print accounts with zero balance ☐ Round to whole dollars ☐ Account on new page
☐ Exclude inactive accounts with zero balance
Definition: Default View

From Date: 7/1/2024

To Date: 6/30/2025

Account	Description	FY2025 Default	FY2024 Voted	Variance
100.2321.640.00.00.00000	Books & Info Resources	\$2,000.00	\$2,000.00	\$0.00
100.2321.733.00.00.00000	New Equipment	\$20,000.00	\$20,000.00	\$0.00
100.2321.810.00.00.00000	Dues and Fees	\$12,000.00	\$12,000.00	\$0.00
100.2321.890.00.00.00000	Miscellaneous Expense	\$25,000.00	\$25,000.00	\$0.00
FUNC: Office of the Superintendent Services - 2321		\$862,149.60	\$677,518.00	\$184,631.60
100.2330.111.00.00.00000	Administrative Salaries	\$218,000.00	\$218,000.00	\$0.00
100.2330.112.00.00.00000	Teacher/Specialist Salaries	\$60,012.70	\$60,012.70	\$0.00
100.2330.115.00.00.00000	Office Salaries	\$109,472.50	\$106,703.60	\$2,768.90
100.2330.531.00.00.00000	Telephone	\$240.00	\$240.00	\$0.00
100.2330.534.00.00.00000	Postage	\$300.00	\$300.00	\$0.00
100.2330.580.00.00.00000	Travel/Workshops	\$8,200.00	\$8,200.00	\$0.00
100.2330.610.00.00.00000	Supplies	\$500.00	\$500.00	\$0.00
FUNC: SPECIAL AREA ADMINISTRATIVE SERVICES - 2330		\$396,725.20	\$393,956.30	\$2,768.90
100.2340.115.00.00.00000	Office Salaries	\$55,433.43	\$52,767.00	\$2,666.43
100.2340.580.00.00.00000	Travel/Workshops	\$5,000.00	\$5,000.00	\$0.00
100.2340.610.00.00.00000	Supplies	\$2,000.00	\$2,000.00	\$0.00
100.2340.640.00.00.00000	Books & Info Resources	\$133,550.00	\$133,550.00	\$0.00
100.2340.810.00.00.00000	Dues and Fees	\$11,000.00	\$11,000.00	\$0.00
FUNC: DIRECTORS OF CURRICULUM - 2340		\$206,983.43	\$204,317.00	\$2,666.43
100.2410.111.00.00.00000	Administrative Salaries	\$2,260,151.43	\$2,181,672.33	\$78,479.10
100.2410.115.00.00.00000	Office Salaries	\$799,017.13	\$760,639.42	\$38,377.71

Timberlane Regional School District

Budget - TRSD

Fiscal Year: 2023-2024

☐ Print accounts with zero balance ☐ Round to whole dollars ☐ Account on new page
☐ Exclude inactive accounts with zero balance
Definition: Default View

From Date: 7/1/2024

To Date: 6/30/2025

Account	Description	FY2025 Default	FY2024 Voted	Variance
100.2410.531.00.00.00000	Telephone	\$150,000.00	\$150,000.00	\$0.00
100.2410.610.00.00.00000	Supplies	\$82,129.00	\$82,129.00	\$0.00
100.2410.640.00.00.00000	Books & Info Resources	\$3,800.00	\$3,800.00	\$0.00
100.2410.733.00.00.00000	New Equipment	\$5,011.00	\$5,011.00	\$0.00
100.2410.737.00.00.00000	Replacement Equipment	\$20,973.30	\$20,973.30	\$0.00
100.2410.810.00.00.00000	Dues and Fees	\$26,015.00	\$26,015.00	\$0.00
FUNC: OFFICE OF THE PRINCIPAL - 2410		\$3,347,096.86	\$3,230,240.05	\$116,856.81
100.2490.111.00.00.00000	Administrative Salaries	\$117,568.00	\$113,200.00	\$4,368.00
100.2490.112.00.00.00000	Teacher/Specialist Salaries	\$1,200.00	\$1,200.00	\$0.00
100.2490.610.00.00.00000	Supplies	\$34,200.00	\$34,200.00	\$0.00
FUNC: OTHER SERVICES.SCHOOL ADMINISTRATION - 2490		\$152,968.00	\$148,600.00	\$4,368.00
100.2510.310.00.00.00000	Official/Admin Services	\$45,000.00	\$40,000.00	\$5,000.00
FUNC: CONTRACTED SERVICES-MEDICAID - 2510		\$45,000.00	\$40,000.00	\$5,000.00
100.2511.111.00.00.00000	Administrative Salaries	\$234,500.00	\$234,500.00	\$0.00
100.2511.115.00.00.00000	Office Salaries	\$174,320.00	\$174,320.00	\$0.00
FUNC: Supervising Fiscal Services - 2511		\$408,820.00	\$408,820.00	\$0.00
100.2610.111.00.00.00000	Administrative Salaries	\$108,000.00	\$108,000.00	\$0.00
FUNC: SUPERVISION AND OPERATION OF PLANT - 2610		\$108,000.00	\$108,000.00	\$0.00
100.2620.116.00.00.00000	Custodial Salaries	\$2,174,363.12	\$2,069,859.28	\$104,503.84

Timberlane Regional School District

Budget - TRSD

Fiscal Year: 2023-2024

☐ Print accounts with zero balance ☐ Round to whole dollars ☐ Account on new page
☐ Exclude inactive accounts with zero balance
Definition: Default View

From Date: 7/1/2024

To Date: 6/30/2025

Account	Description	FY2025 Default	FY2024 Voted	Variance
100.2620.126.00.00.00000	Substitute Salaries-Custodian	\$10,000.00	\$10,000.00	\$0.00
100.2620.290.00.00.00000	Other Employee Benefits	\$32,000.00	\$32,000.00	\$0.00
100.2620.330.00.00.00000	Other Professional Services	\$182,700.00	\$182,600.00	\$100.00
100.2620.410.00.00.00000	Water/Sewer/Septic	\$74,500.00	\$74,500.00	\$0.00
100.2620.420.00.00.00000	Cleaning Services	\$95,000.00	\$95,000.00	\$0.00
100.2620.430.00.00.00000	Repair and Maintenance	\$482,000.00	\$482,000.00	\$0.00
100.2620.432.00.00.00000	Plumbing & Electric Repair	\$55,000.00	\$55,000.00	\$0.00
100.2620.520.00.00.00000	Insurance	\$238,137.06	\$222,558.00	\$15,579.06
100.2620.580.00.00.00000	Travel/Workshops	\$14,500.00	\$14,500.00	\$0.00
100.2620.610.00.00.00000	Supplies	\$268,100.00	\$268,100.00	\$0.00
100.2620.621.00.00.00000	Natural Gas	\$140,000.00	\$140,000.00	\$0.00
100.2620.622.00.00.00000	Electricity	\$700,000.00	\$700,000.00	\$0.00
100.2620.623.00.00.00000	Bottled Gas	\$33,000.00	\$33,000.00	\$0.00
100.2620.624.00.00.00000	Fuel Oil	\$247,000.00	\$247,000.00	\$0.00
100.2620.643.00.00.00000	Information Access Fees	\$27,000.00	\$27,000.00	\$0.00
100.2620.733.00.00.00000	New Equipment	\$11,100.00	\$11,100.00	\$0.00
100.2620.737.00.00.00000	Replacement Equipment	\$64,500.00	\$64,500.00	\$0.00
FUNC: OPERATING BUILDINGS SERVICES - 2620		\$4,848,900.18	\$4,728,717.28	\$120,182.90
100.2630.420.00.00.00000	Cleaning Services	\$195,075.00	\$195,075.00	\$0.00
100.2630.422.00.00.00000	Snow Removal	\$12,000.00	\$12,000.00	\$0.00
100.2630.430.00.00.00000	Repair and Maintenance	\$15,000.00	\$15,000.00	\$0.00
100.2630.440.00.00.00000	Rentals	\$20,000.00	\$20,000.00	\$0.00
100.2630.610.00.00.00000	Supplies	\$173,949.00	\$173,949.00	\$0.00

Timberlane Regional School District

Budget - TRSD

Fiscal Year: 2023-2024

☐ Print accounts with zero balance ☐ Round to whole dollars ☐ Account on new page
☐ Exclude inactive accounts with zero balance
Definition: Default View

From Date: 7/1/2024

To Date: 6/30/2025

Account	Description	FY2025 Default	FY2024 Voted	Variance
100.2630.733.00.00.00000	New Equipment	\$41,000.00	\$41,000.00	\$0.00
100.2630.737.00.00.00000	Replacement Equipment	\$12,500.00	\$12,500.00	\$0.00
FUNC: CARE AND OPERATION OF GROUNDS - 2630		\$469,524.00	\$469,524.00	\$0.00
100.2640.430.00.00.00000	Repair and Maintenance	\$115,000.00	\$115,000.00	\$0.00
FUNC: CARE AND UPKEEP OF EQUIPMENT - 2640		\$115,000.00	\$115,000.00	\$0.00
100.2650.430.00.00.00000	Repair and Maintenance	\$20,000.00	\$20,000.00	\$0.00
100.2650.626.00.00.00000	Gasoline	\$20,000.00	\$20,000.00	\$0.00
100.2650.737.00.00.00000	Replacement Equipment	\$0.00	\$50,000.00	(\$50,000.00)
FUNC: VEHICLE OPERATION AND MAINTENANCE - 2650		\$40,000.00	\$90,000.00	(\$50,000.00)
100.2660.330.00.00.00000	Other Professional Services	\$90,052.22	\$81,551.00	\$8,501.22
100.2660.340.00.00.00000	Technical Services	\$19,400.00	\$19,400.00	\$0.00
100.2660.430.00.00.00000	Repair and Maintenance	\$35,000.00	\$35,000.00	\$0.00
100.2660.490.00.00.00000	Other Purchased Property Sei	\$9,000.00	\$9,000.00	\$0.00
FUNC: SECURITY SERVICES - 2660		\$153,452.22	\$144,951.00	\$8,501.22
100.2721.519.00.00.00000	Student Transportation	\$2,722,032.60	\$2,591,179.36	\$130,853.24
FUNC: REGULAR PROGRAM TRANSP - 2721		\$2,722,032.60	\$2,591,179.36	\$130,853.24
100.2722.519.00.00.00000	Student Transportation	\$1,614,530.40	\$1,557,324.84	\$57,205.56
FUNC: SPECIAL EDUCATION TRANSP - 2722		\$1,614,530.40	\$1,557,324.84	\$57,205.56

Timberlane Regional School District

Budget - TRSD

Fiscal Year: 2023-2024

☐ Print accounts with zero balance ☐ Round to whole dollars ☐ Account on new page
☐ Exclude inactive accounts with zero balance
Definition: Default View

From Date: 7/1/2024

To Date: 6/30/2025

Account	Description	FY2025 Default	FY2024 Voted	Variance
100.2723.519.00.00.00000	Student Transportation	\$156,289.60	\$79,832.40	\$76,457.20
FUNC: VOCATIONAL TRANSPORTATION - 2723		\$156,289.60	\$79,832.40	\$76,457.20
100.2724.519.00.00.00000	Student Transportation	\$148,531.60	\$148,531.60	\$0.00
FUNC: ATHLETIC TRANSPORTATION - 2724		\$148,531.60	\$148,531.60	\$0.00
100.2725.519.00.00.00000	Student Transportation	\$59,528.00	\$59,528.00	\$0.00
FUNC: FIELD TRIP TRANSPORTATION - 2725		\$59,528.00	\$59,528.00	\$0.00
100.2729.519.00.00.00000	Student Transportation	\$18,200.00	\$18,200.00	\$0.00
FUNC: MUSIC TRANSPORTATION - 2729		\$18,200.00	\$18,200.00	\$0.00
100.2831.111.00.00.00000	Administrative Salaries	\$85,000.00	\$85,000.00	\$0.00
100.2831.115.00.00.00000	Office Salaries	\$163,000.00	\$163,000.00	\$0.00
100.2831.643.00.00.00000	Information Access Fees	\$1,295.00	\$1,295.00	\$0.00
FUNC: Supervision of Staff Services - 2831		\$249,295.00	\$249,295.00	\$0.00
100.2840.111.00.00.00000	Administrative Salaries	\$127,490.10	\$122,704.62	\$4,785.48
100.2840.114.00.00.00000	Educational Assistants Salaries	\$57,193.50	\$57,193.50	\$0.00
100.2840.430.00.00.00000	Repair and Maintenance	\$49,000.00	\$49,000.00	\$0.00
100.2840.610.00.00.00000	Supplies	\$15,000.00	\$15,000.00	\$0.00
100.2840.643.00.00.00000	Information Access Fees	\$115,368.00	\$155,368.00	(\$40,000.00)
100.2840.650.00.00.00000	Software	\$70,675.00	\$70,675.00	\$0.00
100.2840.738.00.00.00000	Replacement Computer/Network	\$25,000.00	\$25,000.00	\$0.00
FUNC: COMPUTER SERVICES - 2840		\$459,726.60	\$494,941.12	(\$35,214.52)

Timberlane Regional School District

Budget - TRSD

Fiscal Year: 2023-2024

☐ Print accounts with zero balance ☐ Round to whole dollars ☐ Account on new page
☐ Exclude inactive accounts with zero balance
Definition: Default View

From Date: 7/1/2024

To Date: 6/30/2025

Account	Description	FY2025 Default	FY2024 Voted	Variance
100.2900.210.00.00.00000	Group Insurance	\$13,785,781.37	\$13,590,679.98	\$195,101.39
100.2900.220.00.00.00000	FICA	\$2,970,981.29	\$2,930,142.70	\$40,838.59
100.2900.231.00.00.00000	Non-teacher Retirement	\$1,335,385.83	\$1,237,371.97	\$98,013.86
100.2900.232.00.00.00000	Teacher Retirement	\$5,364,774.20	\$5,348,952.23	\$15,821.97
100.2900.250.00.00.00000	Unemployment Compensation	\$30,000.00	\$30,000.00	\$0.00
100.2900.260.00.00.00000	Worker's Compensation	\$242,283.00	\$267,420.00	(\$25,137.00)
100.2900.290.00.00.00000	Other Employee Benefits	\$50,000.00	\$50,000.00	\$0.00
FUNC: SUPPORT SERVICES-OTHER - 2900		\$23,779,205.69	\$23,454,566.88	\$324,638.81
100.3120.119.00.00.00000	Food Service Salaries	\$77,589.76	\$54,388.00	\$23,201.76
FUNC: FOOD SERVICE OPERATIONS - 3120		\$77,589.76	\$54,388.00	\$23,201.76
100.4200.430.00.00.00000	Repair and Maintenance	\$150,000.00	\$150,000.00	\$0.00
FUNC: SITE IMPROVEMENT - 4200		\$150,000.00	\$150,000.00	\$0.00
100.4600.450.00.00.00000	Construction Services	\$1,892,200.00	\$1,892,200.00	\$0.00
FUNC: BUILDING IMPROVEMENT - 4600		\$1,892,200.00	\$1,892,200.00	\$0.00
100.5110.910.00.00.00000	Principal	\$746,341.00	\$746,341.00	\$0.00
FUNC: PRINCIPAL ON DEBT - 5110		\$746,341.00	\$746,341.00	\$0.00
100.5120.830.00.00.00000	Interest	\$1,314,659.00	\$1,314,659.00	\$0.00
FUNC: INTEREST ON DEBT - 5120		\$1,314,659.00	\$1,314,659.00	\$0.00

Timberlane Regional School District

Budget - TRSD

Fiscal Year: 2023-2024

☐ Print accounts with zero balance ☐ Round to whole dollars ☐ Account on new page
☐ Exclude inactive accounts with zero balance
Definition: Default View

From Date: 7/1/2024

To Date: 6/30/2025

Account	Description	FY2025 Default	FY2024 Voted	Variance
100.5221.930.00.00.000000	Fund Transfers	\$1,716,810.70	\$1,582,314.00	\$134,496.70
FUNC: FOOD SERVICE FUND - 5221		\$1,716,810.70	\$1,582,314.00	\$134,496.70
100.5222.930.00.00.000000	Fund Transfers	\$1,300,000.00	\$1,300,000.00	\$0.00
FUNC: FEDERAL PROJECTS - 5222		\$1,300,000.00	\$1,300,000.00	\$0.00
100.5223.930.00.00.000000	Fund Transfers	\$77,500.00	\$77,500.00	\$0.00
FUNC: PERFORMING ARTS CTR PROGRAMS - 5223		\$77,500.00	\$77,500.00	\$0.00
100.5250.930.00.00.000000	Fund Transfers	\$250,000.00	\$250,000.00	\$0.00
FUNC: CAPITAL RESERVE FUNDS - 5250		\$250,000.00	\$250,000.00	\$0.00
Grand Total:		\$89,607,565.14	\$87,046,914.67	\$2,560,650.47

End of Report



EXECUTIVE SUMMARY

November 2, 2023

Atkinson Academy Belfry

As part of the \$25M lease agreement, a portion was set aside for the assessment of the 1803 Atkinson Academy Belfry. Here are some of the findings:

- The Bent King Post is completely rotten and needs to be replaced.
- The Bottom chord and associated braces and struts have suffered severe water damage and are hollow and unsound.
- There are LVL's that need additional bolting to stiffen them.
- There are 4 Belfry Posts bolted into a single 2X10 KD joist that is woefully inadequate for the job, bolstering will be necessary.
- There is a copper roof that has outlived its lifespan. A new folded seam and soldered copper roof will be needed.
- The belfry box trim needs to be restored.
- The bell cradle is woefully inadequate.
- The lantern must be rebuilt.
- The dome center mast is completely rotten and must be replaced.
- The roof has outlived its life span.
- Flashing on the dome must be replaced.
- Flagpole needs to be refinished.

The recommended repairs have been broken out in 3 phases:

- Phase I: Original Structure Repairs \$175,490
- Phase II: Added Steel Truss Bolstering \$54,280
- Phase III: Belfry Tower Repairs \$571,205

It was recommended at the October 23, Construction Committee Meeting to move forward with Phase I and Phase II to take place summer of 2024 as part of lease that was already planned for this purpose. This recommendation was based on the fact that this is a structural repair that needs to be done in a timely manner. It was also recommended that we proceed with Phase III after going for the grant through the Land and Community Heritage Investment Program (LCHIPS). I have attached some information on the grant to this Executive Summary.

LCHIPS Grant Timeline:

1. 2024 LCHIP Webinar March 7, 2024, 10:00a.m.
2. Letter of intent (Eligibility Screening): Due May 22, 2024, 5:00 p.m.
3. Full Proposal Due: June 19, 2024, 5:00 p.m.
4. Project and proposal Evaluation Period: July – October 2024
5. Notification of Funding Decision: November 2024

Respectfully submitted by:

Karl Ingoldsby, Director of Plant Operations



Land and Community Heritage Investment Program (LCHIPS)

HISTORIC REHABILITATION GRANTS

OVERVIEW

Historic preservation endeavors to protect and preserve buildings, structures, districts and sites, which reflect elements of local, state or national history. Historic preservation not only protects the irreplaceable physical resources in the built environment, but also protects the vitality, quality of life, and sense of place in our communities.

ELIGIBILITY

To be eligible for LCHIP funding, buildings, structures, lands, features, or archeological sites (referred to here as “resources”) must be publicly owned, or owned by a qualified publicly supported nonprofit corporation, and must be listed or determined eligible for listing on the State or National Register of Historic Places prior to applying for an LCHIP grant. Documentation of the determination of eligibility or listing must accompany the grant application.

To ascertain if your resource is already listed, or to obtain a Determination of Eligibility (DOE), contact the NH Division of Historical Resources at 603-271-3483.

All LCHIP funded rehabilitation work must adhere to the Secretary of the Interior’s Standards for the Treatment of Historic Properties (referred to as the “Secretary’s Standards”). The Secretary’s Standards are common sense best practices for historic preservation written in non-technical language. They provide a flexible structure to guide decision-making about work or changes to a historic property. Reviewing the Secretary’s Standards is a crucial first step in applying for an LCHIP historic rehabilitation grant.

Historic Rehabilitation projects with a total budget of more than \$50,000 must be guided by a Qualified Preservation Plan prepared by a preservation professional. Additionally, projects of any cost that involve modernization activities (such as heating, electrical, plumbing, sprinklers, wheelchair ramps, and elevators) should also have a Historic Structure Report or Historic Building Assessment. In these cases, the report must be submitted with the grant application. Many LCHIP applicants apply to the New Hampshire Preservation Alliance for small grants to help pay for these reports. Others apply to LCHIP for assistance with planning studies.



PROJECT COMPLETION REQUIREMENTS

Guidance documents pertaining to project completion can be found in Documents and Forms.

Pre-Construction Documentation

Prior to beginning any rehabilitation work, Grant recipients are required to submit documentation describing, in detail, the work to be completed. This preliminary documentation must be approved by LCHIP before work begins. If a recipient chooses to begin work prior to receiving LCHIP's approval of this documentation and the work does not meet LCHIP's requirements, the grant award may be withdrawn.

Mid-Point Review

When approximately 50% of the funded work has been completed and drafts of the final project documentation have been submitted LCHIP will conduct a Mid-point Review, which includes a site visit to view the work completed to date, and a review of the draft Baseline Documentation Report and Stewardship Plan.

Final Project Documentation

When all work has been completed and final project documentation has been submitted LCHIP will conduct a final site visit. Draft versions of the Final Project Documentation must be submitted prior to the final site visit.

Stewardship Agreement

In accordance with NH RSA 227-M:17, the Recipient organization must enter into a term Stewardship Agreement with LCHIP at the time of project completion. The Agreement describes the grant award, the project scope and structure, and the Recipient's ongoing obligations for care and maintenance of the Resource. The term of the Stewardship Agreement is determined by LCHIP's cumulative investment in the resource and will be for five or more years. The Stewardship Agreement must be recorded at the Registry of Deeds in the county in which the Resource is located before the final grant payment will be released.

REPORTING REQUIREMENTS

Upon completion of the rehabilitation grant, Recipients will be required to conduct annual monitoring of the resource and submit a report to LCHIP describing the current conditions and uses of the resource for the established term of the Stewardship Agreement (five or more years, determined by LCHIP's cumulative investment in the resource).



NH School Administrative Unit 106 | Timberlane Regional School District

30 Greenough Road, Plaistow, NH 03865 Voice: (603) 382-6119 Fax: (603) 382-3334

Timberlane.net

@TimberlaneRegional

@TimberlaneRSD

@TimberlaneRSD

EXECUTIVE SUMMARY

October 19, 2023

Below please find a list of the projects that the CIP Committee is recommending for FY2025.

FY2025 Capital Improvement Priorities

Project	Location	Cost
Oil Burners conversion to propane	Sandown North	\$400,000
Replace Weil mcLean 25000 BTU Boiler	SAU	\$40,000
Update Locker Rooms including PE Teachers	Middle School	\$250,000
Pave drop off loop	Sandown North	\$75,000
Recreation Area	Middle School	\$96,500
Lighting Controls	High School	\$150,000
Dark Room Renovation	High School	\$30,000
Paving	Middle School	\$43,000
HVAC for 100 Area	Middle School	\$250,000
CMU Repair walls	Danville and Sandown Central	\$211,809
Paving	Danville	\$42,677
	Total	\$1,588,986.00

Respectfully Submitted By:

Ken Henderson - Co-Chair CIP Committee



EXECUTIVE SUMMARY

November 2, 2023

Irrigation System Information

To correct the inadequacies of the irrigation system, we enlisted the help of a professional irrigation company that has helped multiple school districts to assess, survey and provide a report of deficiencies. Below is the summary of their findings.

Some items that were identified are:

- Pond:
 - During low rain times it has difficulty maintaining enough water to irrigate the fields
 - The stagnant water allows algae growth
- Irrigation Control and Performance:
 - There are many residential valves that need to be replaced with more durable commercial valves.
 - Sprinklers need to be reset to grade and need to be nozzled to correctly achieve adequate coverage.
 - Currently there are 3 stand-alone controllers which creates complications in scheduling.
- There are coverage issues, signs of system age and efficiency improvements which are considered.
- The dirty water provided by the pond will require filtration, the addition of scrubbers, and more robust irrigation heads.
- There is a 4" line running under the track jump areas that has broken 2 times and should be rerouted to behind the events area.

With this report an RFP was prepared to help repair and upgrade our systems to help us better irrigate our fields.

What is planned in the proposed project:

- Coverage improvement to the football field
- Installation of a central control platform to unify the 3 controllers into a single, remotely accessible control platform that has the following functionality:
 - Flow and pressure monitoring and management
 - Pond water level monitoring and management
 - Monitoring and management of multiple water sources simultaneously on the same controller



NH School Administrative Unit 106 | Timberlane Regional School District

30 Greenough Road, Plaistow, NH 03865 Voice: (603) 382-6119 Fax: (603) 382-3334

 Timberlane.net

 @TimberlaneRegional

 @TimberlaneRSD

 @TimberlaneRSD

- System Improvements:
 - Install 13 scrubber valves on field hockey and install proper sized piping
 - Install, set to grade, adjust, and consistently nozzle new rotors on all existing zones.
- Maintenance:
 - 2023 winterization
 - 2024 spring turn on
 - 2024 seasonal checks in June and August
 - Winterization October/November 2024
- Supplemental well: On Hold
- Pond Dredging: Waiting for preliminary quotes. An RFP will be required to do this work.

Respectfully submitted by:

Karl Ingoldsby, Director of Plant Operations



EXECUTIVE SUMMARY

November 2, 2023

Facilities

EEI Projects Update:

- Danville Boilers:
 - Continued tuning of boilers
 - Art kiln still needs to be hooked up in its new location
 - Looking at putting in a separate hot water heater for the kitchen
 - Looking at venting of new boiler room
- Danville HVAC Controls
 - Timberlane Staff Training took place on 10/25
 - Punch List is being addressed
- High School Boilers:
 - Currently heating on old boilers
 - New boilers are in place
 - New pumps are in place
 - New VFD drives need to be installed.
 - Boilers still need piping to be hooked up.
- High School Hot water heaters:
 - Complete
- Middle School LED Controls Upgrade
 - Complete
 - Going over punch list
- LED Lighting Upgrades
 - Danville Start October 26.
 - Sandown North then Central are next.
 - Installation is taking place outside of school hours in 12-hour shifts by Wakita Electric.
 - Programming takes place first thing in the morning.
- Middle School HVAC replacement, (ESSER):
 - Substantially Complete
 - Punch List:
 - There is a burning smell in HRU-2 that we are still trying to identify. (Gas has been turned off until we can find an address the issue.
 - Fire Alarm troubles persist and are continuing to be addressed.
- Middle School Roof:
 - Gutters and rain diverters need to be installed
 - Contract has been issued to Melanson through EEI
 - Seismic upgrades to be done after school hours
- Sandown Central Electric Panels:
 - December vacation install
- District Wide Masonry walls:
 - Has been added to the CIP
- Middle School HVAC Controls Upgrade:
 - Scheduled for Summer 2024
 - Would like to get started sooner than that, will need to discuss with MS Administration
- Fire Panels Replacement, DE, PS, HS, MS:
 - Scheduled for Summer 2024



NH School Administrative Unit 106 | Timberlane Regional School District

30 Greenough Road, Plaistow, NH 03865 Voice: (603) 382-6119 Fax: (603) 382-3334

🏠 Timberlane.net

📧 @TimberlaneRegional

📧 @TimberlaneRSD

📧 @TimberlaneRSD

- Contract waiting to be signed

Projects Recommended by the Construction Committee through EEI for next summer:

- Atkinson Academy Belfry Repairs: (For information about LCHIPS Grant see exec. summary)
 - Phase I and Phase II to take place summer 2024 as part of lease
 - Phase III to take place summer 2025 as part of CIP
 - LCHPS grant that may pay for 50% of the project, EEI is applying for this grant on our behalf.
- Atkinson HVAC (Phase I) replacement
 - It was recommended that we use Daiken Equipment for all current and future HVAC Equipment district wide
 - Does not include the kindergarten units.
 - Residential units that are 15 years old.
 - Re-ducting the "Spider duct" Microtel to get the ducts into the building instead of running them on the roof.
- HS Roof:
 - The majority of the roof will be re-coated. This will not include any added insulation. Just a new backer board and membrane.
- HS HVAC, EREU's to Daiken with dehumidification
 - Duct Cleaning included
- HS HVAC (BMS) Controls upgrade

Other Projects recommended for next year:

- Repave Drop Off Loop
- MS Recreation area upgrade
- Pave Middle School Side Lot
- Pave Drive behind Danville
- MS Update Locker Rooms
- CMU Wall Repairs at Danville and Sandown Central
- Sandown North Oil Burner Conversion to Propane
- SAU replace Boiler
- HS Lighting Controls
- Middle School HVAC for 100 area

Other Projects in progress:

- Fencing behind Danville Playground:
 - Being installed on 11/7
- Track and Field Renovation:
 - New coating is an extensive process, and no one can be on the track during installation
 - This is scheduled for after 2024 graduation
 - Looking into temporary lines for spring use
- Tennis Courts:
 - Pad will be installed October 31 and November 1st
 - Coating Application is very temperature sensitive
 - Due to excessive rain, and workload, this is looking to be a late May application
 - I am looking into temporary lines
- Walk In Freezers, Atkinson Academy and Danville elementary:
 - Scheduled for December Vacation
- Athletic Fields Irrigation Upgrades:
 - Project was approved, and additional money authorized for a total cost of \$158,210
 - There was a question about an "irrigation audit" brought to my attention and if we adhered



NH School Administrative Unit 106 | Timberlane Regional School District

30 Greenough Road, Plaistow, NH 03865 Voice: (603) 382-6119 Fax: (603) 382-3334

🏠 Timberlane.net

🌐 @TimberlaneRegional

📷 @TimberlaneRSD

🐦 @TimberlaneRSD

to recommended audit guidelines?

- An irrigation audit is used to set watering times to optimize the amount of water applied to the turfgrass.
- An audit must be completed when all equipment is running in optimal working condition and all operational defects or deficiencies have been corrected.
- We had an irrigation assessment which identified multiple operational defects and deficiencies that the requested, approved, and placed on hold project is trying to address.
- After everything is working properly, we can conduct an assessment to optimize watering times in accordance with the Irrigation Audit Guidelines.
- Athletic field topdressing:
 - Top dressing, aeration, double disc overseeding took place last week in preparation to getting the fields ready for winter and spring green up.
 - SAU Painting Downstairs
 - SAU Flooring projects.
- HS Dark Room Renovation

RFP's being prepared:

- Building Automation/HVAC Controls PM and Maintenance Contract ends July 1, 2024
- Water Operator, Licensed water operator to conduct testing and monitoring of our wells and water treatment systems January 1, 2024
- Paving Projects
- Athletic Field Mowing

Possible Unencumbered, End of Year funded Projects:

- MS FCS Cabinet Replacement
- Danville Cabinet Replacement
- Football Field Lighting Retrofit to LED
- Tennis Court Lighting installation
- HS Front Door and storefront replacement
- Build a Fieldhouse for Track and other equipment storage (To store new jump pads and other equipment)
- Rebuild MS (JV) Baseball Field due to it is sinking (Possible buried tree stumps from septic installation?)
- Build materials farm
- Solar projects
- HS Lighting Controls installation/upgrade

Other Items of Interest:

- Wetland Meeting: on November 9 at 7:00pm the Plaistow Conservation Commission will hold a meeting to discuss the impact and implementation of designation of wetlands as "Prime Wetlands" and some of the affected areas belong to Timberlane Regional School District.
- IAQ report at PS, there was an indoor air quality complaint at Pollard Elementary (room 126). Testing was completed and recommended actions were taken. The room was reopened after these were addressed.
- There are some holes in a fence at Pollard that need to be addressed. A gate that does not latch and a section where the fence does not meet the ground and leaves a gap.

Respectfully submitted by:

Karl Ingoldsby, Director of Plant Operations

Job Postings

JobId	Category	Position Type	Additional Title	Location	Closing Date	Date Available	Filled by AppNo	Date Filled	For Fiscal Year	Time To Fill	AppCount	MinorityCount	FemaleCount	MaleCount	Creator	User ID
Administration																
4757	Administration	Financial Analyst	Financial Analyst cc2720	SAU 106 Timberlane Regional District office	Open until filled	as soon as possible			2023-2024	65	14	4	4	4	dhusson	
Elementary School Teaching																
4764	Elementary School Teaching	Music - Orchestra	Elementary Music Teacher - Orchestra cc1443	Danville Elementary	Open until filled	9/18/2023			2023-2024	44	1			1	dhusson	
High School Teaching																
4753	High School Teaching	Library Media Specialist	Library Media Specialist cc2071	Timberlane Regional High School	Open until filled	12/29/2023			2023-2024	66	10	1	6	2	dhusson	
Middle School Teaching																
4736	Middle School Teaching	Mathematics	Mathematics Interventionist cc223	Timberlane Regional Middle School		8/22/2023			2023-2024	85	2	1	1	1	dhusson	
4778	Middle School Teaching	Science	Middle School Science Teacher - Grade 8 cc10	Timberlane Regional Middle School	Open until filled	11/2/2023			2023-2024	3	1				dhusson	
4775	Middle School Teaching	Foreign Language - Spanish	Middle School Spanish Teacher cc2566	Timberlane Regional Middle School	Open until filled	as soon as possible			2023-2024	10	0				dhusson	
Special Education																
4747	Special Education	Social Worker	4 ED Program Social Worker cc 2720	Timberlane Regional School District	Open until filled	8/22/2023			2023-2024	73	3		3		hgreenfield	
4330	Special Education	Behavior Specialist	BCBA/Behavior Specialist cc 2574	Timberlane Regional School District	open until filled	8/22/2023			2023-2024	542	20	3	15	3	dhusson	
4506	Special Education		RBT cc 1428	Timberlane Regional Middle School	open until filled	as soon as possible			2023-2024	409	6		2		dhusson	
4344	Special Education	Psychologist	School Psychologist - Part Time .6 Position cc	Timberlane Regional School District	open until filled	as soon as possible			2023-2024	526	6		5		dhusson	
4754	Special Education	Psychologist	School Psychologist cc1422	Timberlane Regional School District	Open until filled	as soon as possible			2023-2024	66	0				dhusson	
4685	Special Education	Psychologist	School Psychologist cc2145	Timberlane Regional School District	Open until filled	8/22/2023			2023-2024	130	1		1		dhusson	
4604	Special Education	Special Education Teacher	Special Education Teacher cc 1032	Timberlane Regional High School	Open until filled	8/22/2023			2023-2024	191	5	1	2	2	dhusson	
4756	Special Education	Special Education Teacher	Special Education Teacher cc1060	Pollard School	Open until filled	as soon as possible			2023-2024	66	1				dhusson	
4644	Special Education	Special Education Teacher	Special Education Teacher cc1105	Danville Elementary	Open until filled	as soon as possible			2023-2024	38	5	1	2		dhusson	
4639	Special Education	Special Education Teacher	Special Education Teacher cc1300	Timberlane Regional High School	Open until filled	8/22/2023			2023-2024	161	1		1		dhusson	
4641	Special Education	Special Education Teacher	Special Education Teacher cc747	Pollard School	Open until filled	8/22/2023			2023-2024	161	6	1	3		dhusson	
4608	Special Education	Speech and Language Pathologist	Speech Language Pathologist cc 212	Pollard School	Open until filled	8/22/2023			2023-2024	189	4		4		dhusson	
4605	Special Education	Speech and Language Pathologist	Speech Language Pathologist cc 2218	Timberlane Regional High School	Open until filled	8/22/2023			2023-2024	191	3		3		dhusson	
4652	Special Education	Speech and Language Pathologist	Speech Language Pathologist cc1316	Timberlane Regional Middle School	Open until filled	8/22/2023			2023-2024	156	2		2		dhusson	
4751	Special Education	Speech and Language Pathologist	Speech Language Pathologist cc2242	Timberlane Regional School District	Open until filled	8/22/2023			2023-2024	70	1		1		dhusson	
4673	Special Education	Speech and Language Pathologist	Speech Language Pathologist cc885	Sandown North					2023-2024	137	2		2		dhusson	
Student Services																
4662	Student Services	School Social Worker	School Social Worker cc2594	The Learning Center at Sandown Central	Open until filled	8/22/2023			2023-2024	149	8		6		dhusson	
4660	Student Services	School Social Worker	School Social Worker cc830	Timberlane Regional School District	Open until filled	8/22/2023			2023-2024	149	7		7		dhusson	