

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
February 2, 2023
7:01 PM

Superintendent's Office
30 Greenough Road
Plaistow, NH

Call to Order

Board Members Present

Brian Boyle, Sheila Lowes, Kristin Savage, Kim Farah, Shauna Manthorn, Katie Knutsen, Michael Boucher, Mark Sherwood Excused absence: Kim McCormick

Seated at the Board Table

Christopher Kellan, Superintendent of Schools
Justin Krieger, Assistant Superintendent
Matthew LaBelle, Student Representative

Administrators Present

Mark Pedersen, Director of Secondary Curriculum
Sandra Allaire, Executive Director of Curriculum Assessment, and Learning
Lucy Canotas, Director of Elementary Education
Fran DeCinto, Director of Human Resources

APPROVAL OF MINUTES

MOTION: Mrs. Lowes motioned to approve the January 26, 2023 public minutes.
Seconded by Mrs. Manthorn Motion passed: 6-0-2 (Mrs. Savage, Dr. Farah abstained)

MOTION: Mrs. Lowes motioned to accept the January 26, 2023 sealed non-public minutes.
Seconded by Mr. Sherwood Motion passed: 6-0-2 (Mrs. Savage, Dr. Farah abstained)

DELEGATES AND INDIVIDUALS – No delegates or individuals

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STUDENT REPRESENTATIVE

Matthew LaBelle provided highlights of the happenings and upcoming events in the schools. The high school will be having their 13th Annual Project Hope fashion show on March 11, 2023. A performance of My Fair Lady will be held on February 17th and 18th. The well pump failed at Atkinson Academy on January 30th. There is a scheduled Sweetheart Dance at Atkinson Academy on February 3rd and the Day 100 Read-a-thon Challenge will be held on February 9th. A Fairytale Ball is scheduled for the kindergarten class later this week. In Danville, the strings, chorus and orchestra had a concert on January 11th. An informational night for incoming pre-K and Kindergarten will be held at the Learning Center at Sandown Central on April 12th. At Pollard School, the 5th Grade students will attend the NH Kid Governor Inauguration on February 6, 2023. The Pollard PTA spaghetti dinner is tonight. Fourth graders at Sandown North are working on geometry maps. Sandown North will be hosting Bingo for Books on February 17th. February is American Heart Month and Sandown North Wellness Committee is promoting healthy habits.

CURRENT BUSINESS

The Board welcomed Mr. Lou Broad as the newly elected TTA President. Mr. Broad highlighted his involvement with the Timberlane School District over the past 29 years. He hopes to bring forward a positive relationship and work through a successful and fair contract cycle. He hopes to improve the climate and operations. Mr. Broad urged the voters to attend the Deliberative Session scheduled for February 9, 2023 and to cast their vote in March.

a. Superintendent's Evaluation

Dr. Farah explained how this process has been done in the past. The Superintendent provides the Board with his assessment of how he met his goals that were laid out in his Superintendent goals. Then there will be a numeric average based on each category. Then a summary of comments by assessment area will also be rolled up for the Superintendent. Then the Board will go into a non-public session with the Superintendent to discuss it and from there, the Board Chair will write an evaluation in consultation with the Board. The Board Chair will then discuss it with the Superintendent.

Mr. Kellan has his Summary Overview prepared to distribute to the Board tonight in non-public session. The Board will have the results from the administrators and SAU office staff by Wednesday.

Dr. Farah stated the next evaluation cycle should be before the next budget cycle so the salary can be factored into the budget cycle which is around the September-October time frame.

Mrs. Savage believes the evaluations done by the Board members should be returned to Fran DeCinto, Director of Human Resources. The Board was in agreement.

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b. Preschool & Pre-K Enrollment

Mrs. Canotas reviewed her Executive Summary showing the enrollment for the Preschool and Pre-Kindergarten classes for the 22-23 school year across the District.

Mrs. Lowes questioned and discussed the low enrollment of only 4 preschool students in the Tuesday/Thursday afternoon session at The Learning Center at Sandown Central. Mrs. Lowes is concerned about keeping the numbers up at Sandown Central due to the cost of lighting and heating the building because it is a good sized school for 200 kids. Mrs. Canotas agrees. Mrs. Canotas explained the single numbers shown represent their special education setting classes. The enrollment was discussed by the Board with Mrs. Canotas.

c. First Read: Forensic Science Evening Division Course & Curriculum

Mr. Pedersen provided an Executive Summary with supporting documentation. On behalf of the TRHS administration and the Curriculum and Assessment Committee, he is asking the school board to review and adopt the curriculum for a new class to be offered at TRHS. This is a Forensic Science course which is planned to be offered in the Evening Division in the spring of 2023. The Science Department does not anticipate a budgetary impact. There will not be a required textbook and the supplies and equipment for the lab are already in stock or can be covered by the current budget. This course will run in the Evening Division to help those students who need one more science course for graduation in June.

Dr. Farah commented that she is concerned with the way the units are grouped together. She suggested taking the Biotic Based Evidence and Abiotic out of there and just list the topics that are in Unit 2. She believes this would make it cleaner.

Mr. Pedersen spoke of the requirements for students to take this Forensics course. He believes the students who have taken the physical science and biology courses, which are graduation requirements, is enough to give the students the skills and knowledge they need to take this course and be successful.

<p>MOTION: Mrs. Savage motioned to approve as a First Read. Seconded by Mrs. Knutsen. Motion Passed: 8-0-0</p>
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d. Voter's Guide

Mr. Kellan distributed the draft voter's guide to the Board for review and feedback. He stated this will be distributed to all residences.

There was discussion on the wording comparing the proposed Lease to a Home Equity Line. After some discussion, it was agreed to remove that wording. The Board members offered feedback and other suggested amendments to the guide on the layout and wording. This will be

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distributed at the Deliberative Session, Town Hall and Libraries in addition to being mailed out to residents.

e. Block Scheduling

Mrs. Allaire and Mr. Pedersen provided an Executive Summary regarding block scheduling at the high school. They offered some background as to the adoption and preparation for implementation and oversight. They also explained the changes that occurred to the middle school schedule in 2022-2023. In 2021-2022, TRMS explored various scheduling changes due to the numerous inequities in the block schedule connected to instructional time across core and UA classes. They shifted to 45-minute core classes every day. He noted there is not an equivalent need or request from students, staff, or the community to move high school classes back to 45 minute periods.

There was a lengthy discussion regarding how the block scheduling is set up and the impacts that block scheduling has on the academics of the high school students. Mrs. Lowes commented that teachers work 7.25 hours per day and with block scheduling, they are only teaching students 5.25 hours per day. She also noted there is no continuity between the middle and high school any more. Dr. Farah had wanted the financial impact on block scheduling and asked where have we increased our academic standing. She said they have had block scheduling since 2018 and believes there should be some robust data available by this time. It has been four years. Mr. Pedersen provided historical numbers as they relate to student enrollment and staff beginning with 2010/2011 and stated he doesn't feel going to block scheduling has forced them to add staff.

Dr. Farah commented to Mr. Pedersen that he cannot just take the raw number of students and raw number of teachers and tell her they are reducing staff. That is not a valid way to analyze the data.

Mr. Kellan explained this is a big topic and there is a lot of analysis needed to analyze the effectiveness of learning and the cost associated with it. This needs to be looked at systematically and we need to do a lot of investigation and to provide clear data to the Board. That process would need to happen just like the process they took with the middle school.

Dr. Farah commented that all she has seen since Timberlane has gone to block scheduling is a decrease in any externally validated test measure that is being used. She said that is an issue and there is also the issue of cost. We are looking at huge budget increases here. Personnel drives the budget. There was no financial analysis done when block scheduling was brought in and we were told academics would increase. She asked them to show her a measure where we have increased our academic standing beyond where we were in 2016/2017.

Dr. Farah wants this topic back on the agenda and wants to see the case they are going to make for the academic side to keep block scheduling because when they looked at the research, especially in math, it doesn't work for Math, which is skills based. You need that on a daily

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basis in order to make improvement. This is also the same for world languages. Dr. Farah would also like to take a look at the financial difference, done on a per capita basis and done by teaching time too. With block scheduling, there is less actual teaching time per week for every teacher. She wants to see what that equates to in terms of instructional time if we go back to a 7 period block.

Mrs. Allaire will look at that. Mr. Kellan said we can have it on the agenda and address it in stages. We will get as much information put together as possible. We want to optimize student learning, performance, however, they need to do it.

ADMINISTRATORS' REPORT

Mr. Kellan informed the Board that the well pump at Atkinson Academy failed this week and commented on the outstanding, collaborative team effort. This also provided them with an exercise on our Emergency Management Plan. He referred to the frigid weather expected tomorrow but announced there will be school and the schools will be opening early. Schools and offices will be closed on February 27th during vacation week in recognition of President's Day. Voting postcards were mailed and there will be more communication going out.

Mr. Kriegar commented the course selections have gone through the middle school. He recognized Fran DeCinto and her department for all the pieces they put together for the hiring process. He spoke on the elementary school goals regarding student growth in achievement. They just finished with winter testing. Building administrators are looking at that data and seeing where they stand, as approaching that goal for the springtime, and talking in their leadership groups.

PERSONNEL REPORT - none

COMMITTEE REPORTS

Mrs. Lowes asked if any Board member is planning to attend the Kimball Library on February 8th regarding a meeting on school funding. Some of the members stated they may attend. She suggests having the scheduled March 16th meeting rescheduled to March 23rd in order to have the new members on the Board. She requested having an update on Strategic Planning placed on the February 16th agenda.

Mrs. Knutsen – The Safety Committee is meeting on Tuesday.

Mrs. Manthorn – A lot was accomplished on the policies and some will be coming forward to the Board to review.

Mr. Boucher – The Strategic Planning sub committees will be meeting individually and his subcommittee will be meeting tomorrow. He asked for the cost of the well pump but Mr. Kellan didn't have that information yet.

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Mr. Sherwood received a consensus from the Board in favor of his suggestion on making a friendly request to the TTA on meeting in person at future negotiations.

There were no other reports from Board members.

CORRESPONDENCE

No correspondence

VENDOR AND PAYROLL REGISTERS

No Vendor and Payroll registers

OTHER BUSINESS

Kelly Salovitch made the edits requested by the Board earlier in the meeting to the Voter's Guide and handed them out to the Board. The Board agreed the Voter's Guide looked good and thanked her for her work on it.

MOTION: Dr. Farah motioned to enter non-public under 91-A:3, Paragraph II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted and (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant. Seconded by Mrs. Lowes. Motion passed 8-0-0

The Board was polled:

Boucher – yes Knutsen – yes Manthorn – yes Farah – yes Savage – yes Sherwood – yes
Lowes – yes Boyle – yes

The motion carried 8-0-0 to enter non-public at 9:27 PM. The Board will not be coming back into public session.

Respectfully submitted,

Linda Mahoney
Recording Secretary

Approved by the School Board on February 16, 2023