

# 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 16, 2023**  
**7:00 PM**

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

### Call to Order

#### Board Members Present

Brian Boyle, Sheila Lowes, Kim McCormick, Shauna Manthorn, Katie Knutsen, Michael Boucher, Kristin Savage (arrived at 7:03), Kim Farah (arrived at 7:08) Excused absence: Mark Sherwood

#### Seated at the Board Table

Christopher Kellan, Superintendent of Schools  
Justin Krieger, Assistant Superintendent

#### Administrators Present

Mark Pedersen, Director of Secondary Curriculum  
Fran DeCinto, Director of Human Services  
Sandra Allaire, Executive Director of Curriculum Assessment, and Learning  
Vaccarezza, Principal of Timberlane High School

### APPROVAL OF MINUTES

**MOTION: Mrs. Lowes motioned to accept the February 2, 2023 public minutes as written. Seconded by Mrs. Knutsen Motioned passed: 5-0-1 (Mrs. McCormick abstained)**

**MOTION: Mrs. Lowes motioned to accept the February 2, 2023 Sealed Non-Public minutes as written. Seconded by Mr. Boucher Motion passed: 5-0-1 (Mrs. McCormick abstained)**

### DELEGATES AND INDIVIDUALS – None

# APPROVED

## CURRENT BUSINESS

### a. Discipline Update

Mr. Kriegar provided data specific to the suspensions issued in grades 6-12 from January 14, 2023 to the present and secondary discipline from August to January 13, 2023. He was unable to provide the Board with the location of each discipline incident because Powerschool is not currently set up to record and track that data point. He will collaborate with the Technology Department to explore whether they have the option of incorporating that data field into the student discipline logs.

The Board discussed the data with Mr. Kriegar. Mrs. Manthorn stated the original request for this information was in response to a request to add a new ISS position in the middle school and a new ISS position in the high school. She questioned if they should be circling back to the administration for a conversation now that they have some data. Dr. Farah suggested waiting to see what the staffing levels are going to be across the district in order to determine if there could be some positions they can repurpose and whether the budget passes. She believes that a June timeframe might be a good idea to revisit this. Mrs. Manthorn agreed and said they will circle back on this topic in June.

The Board requested that future agenda topics be included on their agenda.

### b. Second Read – Forensic Science Evening Division

Mr. Pedersen provided the Board with the updated version which includes the requested edits from the previous Board meeting. Dr. Farah referred to Unit 3 Evidence unit 2, at the bottom where it states LD 50 is a method to classify how toxic a substance is. She said that should be moved to Evidence Unit 1 where it talks about toxicology.

Mr. Pedersen agreed and will make that change.

**MOTION: Dr. Farah motioned to accept Forensic Science Evening Division as a second read. Seconded by Mrs. Manthorn Motion passed: 8-0-0**

### c. Strategic Plan Update

At the request of the Board, Mr. Kriegar provided an Executive Summary highlighting the work that has been done by the Strategic Planning Committee since they began meeting in July 2022. At the November meeting, the committee identified four primary “buckets” to organize the strategic plan (Facilities and Learning Environments, Personnel, Learning, Community Connections & Communications). Subcommittees were formed and assigned to each “bucket”. A timeline was outlined for the Board after the full committee meets on February 23, 2023 to

## APPROVED

review the work of each subcommittee. The end goal is to have a Strategic plan in place by July 1, 2023 and is confident the timeline will get them there.

The Board members commented on the thorough timeline.

### d. Block Scheduling Update

Mr. Kriegar provided a historical look back on the approval and implementation of Block Scheduling which began in 2017/2018. The middle school moved away from block scheduling throughout the winter of 21/22. He stated the purpose for tonight's update is to provide information to inform the discussions and decisions this body wants to make.

The Board viewed a slide presentation given by Mr. Pedersen and Mrs. Allaire. Three primary pieces were covered. They looked at students, staffing and sections. Student Achievement data was reviewed and they also were provided with financial and other variables they could gather. As they viewed each slide, a brief explanation of the data was given.

Mr. Vaccarezza spoke to the Board. He explained that, as a school, you are never really married to a schedule. You want to focus on what is best for the students, what will make the staff most efficient and what is best for them, and what is involved in that process. He added there are many different types of block schedules. Some courses are more benefitted from block scheduling than others and all options should be investigated.

Dr. Farah thanked them for all the data they provided. She commented on the percentage of students with disabilities. Timberlane is near the top out of 80 schools. From a budgetary point of view, we are driving the budget up \$1 million a year and believes we need to figure out why we have such a high percentage of students with disabilities in order to get a handle on this. She further stated, she has always been opposed to block scheduling. She is concerned with the impact it has had on math and world languages and wants to bring math and world languages back into the schools every day because, as it is now, she believes we are doing a disservice to the kids and something needs to change and the data shows this.

Mr. Kellan said we need to make real decisions, in real time, in an expeditious way in order to move forward. He agrees with Dr. Farah's comment regarding the percentage of identified students and they are in the midst of their audit. They also need to improve upon the provision of services and programs to support students with disabilities.

Mrs. McCormick believes there are many things that affect test scores that haven't been looked at.

Mr. Kellan said they need to explore and make a timely decision in order to make a change for the following year. Schedules have already been made for the upcoming school year, but, if they

## **APPROVED**

are going to make a change for the following year, a decision would need to be made within the next 6 months.

Mrs. Lowes referred to the 2017-2022 Statewide Assessment slide showing mathematics achievement in grades 3-8 and grade 11. She is looking at the trends which are not good. She also referred to the slide Student Schedules Before and After Block Scheduling with time in minutes. She is concerned with the loss of instruction time with block scheduling. She knows it needs to be fixed and said if it isn't corrected in the elementary, it will just get worse on the way up. She doesn't know what the answer is but the number one priority is to educate the kids.

After much discussion, the Board members agreed that something needs to change based on how the scores are trending.

Dr. Farah stated that if they are potentially looking to make a change for September 2024, she recommends they figure out what the last date to make a decision is. They should then go back 6-12 months from that date and start getting the data together and come up with a decision on the date they need to so it can then be presented to the Board.

Mrs. Savage believes everything needs to be looked at, not just block scheduling. She stated that the elementary numbers are going down before they even hit the middle or high school and that is the problem. She sees pros and cons to block scheduling.

There was further discussion regarding the various assessments available to measure student achievement.

The Board thanked them for all the work they put into this presentation.

e. Policies

The Board reviewed Policy EFAA as a second read.

**MOTION: Dr. Farah motioned to accept Policy EFAA as a second read. Seconded by Mrs. Knutsen Motion passed: 8-0-0**

f. NH Retirement Reimbursement

Mrs. Oliver addressed the Board. She informed them HB 1221 was enacted in 2022 and with that HB, the New Hampshire Retirement System would reimburse us 7.5% of our contribution. We have received \$385,380.94 which has been included in the MS-24. The money went against the tax rate and has gone back to the taxpayers.

# APPROVED

## ADMINISTRATORS' REPORT

Mr. Kriegar stated the Eagle Tribune published an article on February 13<sup>th</sup> highlighting a high school student, Zach, regarding the ELO program. Zach had come before the Board with Dr. Campbell to speak on his experience with the ELO program. Mr. Kriegar will be working with a high school student who is taking an A.P. class on Language Arts. She is going to be doing an 'expose' on the resources available to schools and how those things translate into serving the students.

Mr. Kellan thanked all those who attended the Deliberative Session. The Tri-fold Voter's Guide will be mailed to all four communities. A TRSD Community Communications brochure with a QR code will be placed on the voter checklist tables for community members. They can scan the QR code which will bring them to a signup sheet if they want to receive additional information and ongoing communication.

## PERSONNEL REPORT

**MOTION: Mrs. Lowes motioned to accept the professional retirements of Nancy Stafford, Principal of Sandown North and Patrice Liff, Principal of Sandown Central (TLC) and thanked them for their dedication and years of service to the District. Seconded by Mrs. Knutsen Motion passed: 8-0-0**

**MOTION: Mrs. Lowes motioned to accept the professional resignation of Shawna Berni, School Counselor at Sandown Central (TLC). Seconded by Mr. Boucher Motion passed: 8-0-0**

**MOTION: Mrs. Lowes motioned to accept the administrative resignation of Nichole Denahey, Payroll Coordinator SAU office. Seconded by Mrs. Knutsen Motion passed: 8-0-0**

**MOTION: Mrs. Lowes motioned to accept the administrative nomination of Matthew Rose as the new Payroll Coordinator for the SAU office. Seconded by Mrs. Manthorn Motion passed: 8-0-0**

## COMMITTEE REPORTS

Mr. Boucher - A Strategic Planning meeting is scheduled for February 23, 2023.

## **APPROVED**

Mrs. Knutsen – A Safety Committee meeting was held last week and the internet safety happened and it sounded like it went off well and had a good reception.

There were no other reports.

### **CORRESPONDENCE**

No correspondence

### **VENDOR AND PAYROLL REGISTERS**

No Vendor and Payroll registers

### **OTHER BUSINESS**

**MOTION: Mrs. Lowes 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 Mr. Boucher Motion passed 8-0-0**

The Board was polled:

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

The motion carried 8-0-0 to enter non-public at 8:37 PM. The Board will not be returning to public session.

Respectfully submitted,

Linda Mahoney  
Recording Secretary

**Approved by the School Board on March 9, 2023**