

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://livestream.com/trsd/trsb/videos/232936578>

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

Timberlane Regional School Board Meeting Minutes

**Regular Board Meeting
September 15, 2022
7:00 PM**

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

Call to Order

Chairman Finnegan opened the September 15, 2022 Timberlane Regional School Board meeting at 7:00 PM; this was followed by the roll call and the Pledge of Allegiance.

Board Members Present

Kim McCormick, Steven Finnegan, Kim Farah, Shauna Manthorn, Katie Knutsen, Michael Boucher, Kristin Savage, Mark Sherwood, and Brian Boyle.

Seated at the Board Table

Christopher Kellan, Superintendent of Schools
Justin Krieger, Assistant Superintendent

Administrators Present

Lucy Canotas, Director of Elementary Curriculum
Sandra Allaire, Executive Director of Curriculum
Kurt Schweiss, Director of Music
Maria Watkins, CFO/Business Administrator
Karl Ingoldsby, Director of Plant Operations

APPROVAL OF MINUTES (00:02:00)

MOTION: Dr. Farah motioned to approve the September 1, 2022 meeting minutes; seconded by Ms. Knutsen. Motion passed 9-0-0.

MOTION: Dr. Farah motioned to approve the September 1, 2022 non-public meeting minutes; seconded by Ms. Knutsen. Motion passed 9-0-0.

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DELEGATES AND INDIVIDUALS (00:03:00)

None

Superintendent Kellan presented an update on the challenges facing the District's transportation. (00:03:30)

CURRENT BUSINESS

a. Strategic Plan Update (00:12:00)

Superintendent Kellan reviewed the current ThoughtExchange survey results and discussed eliciting student participation. Discussion ensued regarding monitoring student responses and other survey options.

b. School Board Budget (00:33:30)

Superintendent Kellan presented the Board with the School Board Budget to determine the 2024 requested amounts. Mrs. Watkins detailed the reasoning of each requested line item. Discussion ensued regarding reducing and eliminating specific line items. The Board instructed Mrs. Watkins to create a level-funded School Board Budget at \$330,380.

c. Retiree Celebration (00:44:00)

Chairman Finnegan presented the upcoming celebration for the 2020 and 2021 retirees and instructed interested parties to contact Heather Greenfield.

d. 2023 All-Eastern Music Festival (00:45:20)

Mr. Schweiss informed the Board that ten students qualified to apply for the All Eastern Honors Festival. In anticipation that any of these students are selected to participate at the festival in New York, Mr. Schweiss requested the Board's approval for the selected students to attend and miss two days of school.

MOTION: Dr. Farah motioned to allow students that are invited to attend the All Eastern Music Festival on April 13-16th to miss their scheduled classes and attend the festival; seconded by Ms. Savage. Motion passed 9-0-0.

e. Facilities Update (00:47:30)

Mr. Ingoldsby presented an update on electricity rates, reducing lead in the District's drinking water, and selling an older dump truck. Discussion ensued regarding the process of testing the water for lead and transitioning the lighting to LED bulbs.

f. Policies (01:03:00)

The Board reviewed the first read of Policies BCA, BCB, BDE, GBCD, JKA, and JLCJA.

MOTION: Dr. Farah motioned to accept Policies BCA, BCB, BDE, GBCD, JKA, and JLCJA for first read; seconded by Ms. Savage.

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Discussion ensued regarding Policy BDE.

MOTION: Dr. Farah motioned to amend the preceding motion to accept these policies as a first read with the addition of striking the last four lines from Policy BDE; seconded by Ms. Savage. Motion passed 9-0-0.

g. Crossing Guard Position (01:06:00)

Superintendent Kellan discussed splitting the crossing guard position to morning and afternoon details to entice more candidates. The Board was in favor of splitting the position.

h. Return to School Plan (01:08:30)

The Board reviewed the updated Return to School Plan.

MOTION: Dr. Farah motioned to accept the updated Return to School Plan dated September 15, 2022; seconded by Ms. Knutsen. Motion passed 9-0-0.

i. Safety Training/Update the School Calendar (01:10:00)

Superintendent Kellan presented an update on the commitment of the unions to participate in the safety training; thus requiring an update of the 2022-23 School Calendar reflecting the dates for early releases for the safety training.

MOTION: Dr. Farah motioned to approve the updated School Calendar so the Safety Training can occur; seconded by Ms. Savage. Motion passed 9-0-0.

j. Unreserved Fund Balance (01:12:00)

Mrs. Watkins presented the Unreserved Fund Balance and informed the Board that the District is returning \$3,625,116 to the taxpayers. Discussion ensued regarding the unanticipated revenue and savings from transportation.

k. Superintendent's Evaluation and Goals (01:15:00)

The Board reviewed the proposed Superintendent's Goals and discussion ensued regarding a timeline of the deliverables and documenting bullying incidents.

MOTION: Dr. Farah motioned to approve this iteration of the Superintendent's Goals; seconded by Ms. Savage. Motion passed 9-0-0.

l. School Board/Budget Committee Meeting Dates and Budget Committee Member Vacancy (01:22:00)

Chairman Finnegan presented the suggested dates from the Budget Committee to arrange a meeting date. The Board favored December 8, 2022. Also, Chairman Finnegan announced the Budget Committee member vacancy.

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ADMINISTRATOR'S REPORT (01:24:00)

Superintendent Kellan announced that the Timberlane Regional School District has been awarded Division 1 Sportsmanship of the Year by the NHIAA and Award of Excellence by the NFHS.

Discussion ensued regarding the timeline of the Superintendent's Evaluation procedure.

Mr. Krieger detailed the prospective partnerships for interns with SNHU, Rivier University and UNH. He informed the community that Timberlane is no longer offering free breakfast or lunch. He presented his observations of the Middle School's 6th grade field trip to Camp Lincoln.

PERSONNEL REPORT (01:32:00)

None

COMMITTEE REPORTS (01:32:05)

Strategic Planning Committee: Mr. Boucher added that the next meeting is on October 5th to review the collected data from the ThoughtExchange.

Capital Improvement Plan: Mr. Boucher announced the next meeting will be on September 27th.

Safety Committee: Ms. Knutsen announced the next meeting is on September 20th and the committee is preparing for the safety training happening in October.

Energy Committee: Dr. Farah announced the meeting was cancelled.

Budget Committee: Mr. Sherwood discussed the tours of the facilities and expressed his appreciation for the High School College Fair.

Strategic Planning: Mrs. McCormick announced the addition of Sue Sherman to the committee.

Curriculum and Assessment: Mrs. McCormick discussed that the committee is reviewing classroom size and has completed several first reads.

Union Negotiations: Mrs. McCormick announced that negotiations are ongoing.

Wellness Committee: Mrs. McCormick announced that a meeting date has been arranged.

Chairman Finnegan adjourned the meeting at 8:37 PM.

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Respectfully submitted,

Kelly Salovitch
Chief Executive Assistant to the Superintendent

Approved by the School Board on October 6, 2022.