

# 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/232068497>*

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

## Timberlane Regional School Board Meeting Minutes

**Regular Board Meeting**  
**July 14, 2022**  
**7:00 PM**

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

### **Call to Order**

Chairman Finnegan opened this July 14, 2022 Timberlane Regional School Board meeting at 7:02 PM with the announcement of the new School Board Member, Shauna Manthorn, and resignation from Amy Gentile; 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, and Michael Boucher. Absent: Kristin Savage and Mark Sherwood

### **Seated at the Board Table**

Christopher Kellan, Superintendent of Schools

### **Administrators Present**

Maria Watkins, CFO/Business Administrator  
Lucy Canotas, Director of Elementary Curriculum  
Mark Pedersen, Director of Secondary Curriculum  
Sandra Allaire, Executive Director of Curriculum  
Karl Ingoldsby, Director of Plant Operations  
Fran Decinto, Director of Human Resources  
Kelley Brooks, Director of Special Education

### **APPROVAL OF MINUTES (00:04:00)**

**MOTION: Kim Farah motioned to approve the June 16, 2022 meeting minutes; seconded by Katie Knutsen. Motion passed 5-0-1 (Shauna Manthorn abstained).**

### **DELEGATES AND INDIVIDUALS (00:05:30)**

None

### **CURRENT BUSINESS**

#### **a. Donation from the Atkinson Women's Civic Club (00:06:00)**

Jane Kowalski, Representative of the Atkinson Women's Civic Club, presented the organization's donation of seven games, a kneeling pad, and a popcorn machine to the High

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School's Special Education Department; valued at \$709.

**MOTION: Kim Farah motioned to accept the donation of \$709 from the Atkinson Women's Civic Club; seconded by Michael Boucher. Motion passed 6-0-0.**

**b. Enrollment Update (00:08:00)**

Mrs. Canotas presented elementary-level enrollment projections and identified that Pollard School's Grade 2 is at one student away from meeting the capacity. Mr. Pedersen presented the projected total enrollments for the secondary level classes. Discussion ensued regarding kindergarten enrollment numbers.

**c. Amendment to RSA 186-C:2, I: Child with a Disability (00:16:00)**

Mrs. Brooks presented the amendment signed by Governor Sununu to increase the age to 22 for children with disabilities; this was not considered in the budget. Her concern is the larger group that will develop in the next few years which will impact the budget. Discussion ensued regarding approvals from the Department of Education for building capacity and placement of the students.

**d. Unassigned Fund Balance (00:23:30)**

Mrs. Watkins presented the amount remaining in the School District's funds at yearend; this is used to offset the subsequent year town assessments. There is \$3,214,173 available for the FY 2022 Fund Balance Retention. Discussion ensued regarding the amount to retain; Ms. Farah recommended retaining \$500,000 as this has been a standard practice for the School Board.

**MOTION: Kim Farah motioned to retain \$500,000 in the Fund Balance; seconded by Katie Knutsen. Motion passed 5-1-0 (Opposed by Michael Boucher).**

**e. Update on Paving and Summer Grounds Projects (00:31:00)**

Mr. Ingoldsby presented the statuses of the various projects the Facilities Team are addressing. He identified that a corroded pipe was discovered through the catch basin project for the High School; it has been replaced and is an additional cost of about \$17,000. Furthermore, he noted that the pavement around the High School's catch basin has collapsed and is another project that is an additional repair. Discussion ensued regarding the paving, ESSER/HVAC, and other projects.

**f. Update on Employment Vacancies (01:03:00)**

Mrs. Decinto presented the 27 professional open positions which include the seven professional nominations that will be brought before the School Board tonight.

**ADMINISTRATOR'S REPORT (01:04:00)**

Mr. Kellan memorializes the passing of Lynne Perrone, who was a beloved employee of TRSD. He presented the website that houses the 603 Bright Future Survey results and discussed several results. He recognized and appreciated the hard work of the Facilities

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Team. He presented the donation from Staples which included numerous items for the District's students.

## PERSONNEL REPORT (01:12:24)

### Administrative Nomination

1. Tiffany Eaton, Assistant Principal, Danville Elementary School

### Professional Nominations

1. Erin DelloRusso, 3<sup>rd</sup> Grade Teacher, Pollard Elementary School
2. Susan Stoddard, Special Education Case Manager, Timberlane Regional High School
3. Alisha Ford, Physical Education Teacher, Danville Elementary School
4. Alexandra Proteau, Social Studies Teacher, Timberlane Regional High School
5. Kaitlyn Jones, Life Science Teacher, Timberlane Regional High School
6. Erin Walker, School Psychologist, District-Wide
7. Catherine Lindblad, Math Interventionist, Timberlane Regional Middle School

**MOTION: Kim Farah motioned to accept the Administrative and Professional Nominations; seconded by Kim McCormick. Motion passed 6-0-0.**

### Professional Resignation

1. Ashley Trubiano, Occupational Therapist, Timberlane Regional Middle School

**MOTION: Kim Farah motioned to accept the Professional Resignation; seconded by Katie Knutsen. Motioned passed 6-0-0.**

## COMMITTEE REPORTS (01:14:20)

TSSU Negotiations Committee: Mrs. McCormick announced that the TSSU negotiations are ongoing, and the Wellness Committee is meeting on July 18th.

Strategic Planning Committee: Chairman Finnegan announced that the committee met last night to develop the plan and goals. The committee will meet again in August.

Policy Committee: Chairman Finnegan announced the committee will be meeting on July 18<sup>th</sup> and will be a lengthy meeting with numerous policies to be discussed.

Safety Committee: Ms. Knutsen announced that several Safety Grants have become available, and Mr. Ingoldsby is addressing them.

TTA and TSSU Negotiations Committees: Chairman Finnegan announced that the negotiations are ongoing.

Chairman Finnegan requested that they enter into a non-public under 91-A:3, Paragraph II (a) and (c). At 8:16 PM, Chairman Finnegan advised this will conclude the public portion of the meeting and they will only come back into public session to seal the minutes.

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**MOTION: Kim Farah motioned to enter non-public under 91-A:3, Paragraph II (a) the dismissal, promotion of compensation or disciplining of any public employee; and (c) matters which, if discussed in public, would likely affect adversely the reputation of any person; seconded by Katie Knutsen. Motion passed 6-0-0.**

The Board was polled:

Boucher -Yes          Farah - Yes          Finnegan - Yes          Manthorn - Yes  
Knutsen – Yes          McCormick - Yes

The motion carried a 6-0-0 to enter non-public at 8:17 PM.

Respectfully submitted,

Kelly Salovitch  
Chief Executive Assistant to the Superintendent

Approved by the School Board on 8/18/22.