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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
December 15, 2022
7:00 PM

Superintendent's Office
30 Greenough Road
Plaistow, NH

Call to Order

Chairman Brian Boyle opened the December 15, 2022 Timberlane Regional School Board meeting at 7:08 PM; this was followed by roll call and the Pledge of Allegiance.

Board Members Present

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

Seated at the Board Table

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

Administrators Present

Maria Watkins, CFO/Business Administrator
Mark Pedersen, Director of Secondary Curriculum

APPROVAL OF MINUTES

MOTION: Mrs. Savage motioned to approve the public minutes of December 1, 2022 meeting minutes as written; seconded by Mr. Boucher Motion passed 6-0-1 (Mrs. McCormick abstained)

MOTION: Mrs. Lowes motioned to accept the non-public minutes sealed of December 1, 2022 as amended; seconded by Mrs. Savage. Motioned passed 6-0-1 (Mrs. McCormick abstained)

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DELEGATES AND INDIVIDUALS

Catherine Lindblad of Plaistow, NH addressed the Board. She congratulated Haydin Simmons, as the new NH Kid Governor and the outgoing Kid Governor, Charlotte Cotti. She commented on the amazing students in the District and at Pollard School especially. Mrs. Lindblad stated the union voted yesterday to reject the tentative agreement. Many teachers desperately need the pay increase it would have granted them if the tentative agreement and ensuing warrant article passed. She spoke on the struggles and challenges facing the teachers with stagnant wages. She also commented on the retirement incentive bonus that was removed from the tentative agreement.

Kathleen Blood of Atkinson, NH addressed the Board. She commented how this contract is fiscally responsible on the School Board's end but for the teachers it makes it fiscally irresponsible to remain at Timberlane, citing a particular teacher as an example. She stated we have a small window of time to come back to the table and fix this. She said we need to come back to together at the table to figure out how to responsibly take care of this for everyone involved. She congratulated Haydin Simmons as the new Kid Governor.

NH KID GOVERNOR

Mr. Kellan announced the Timberlane Regional School District has the honor of having the State of NH Kid Governor Miss Haydin Simmons. Principal Lafrenier at Pollard School described the process and thanked Haydin Simmons' parents, all the teachers she has had in the past, and thanked the 5th Grade team. This is Pollard School's third Kid Governor. Haydin Simmons described some of the programs she would like to host for the different holidays and some of her plans and fundraisers as the next Kid Governor. Her Inauguration is scheduled for January. Mrs. Savage let her know that the School Board would be willing to help out, in any way, if they can.

STUDENT REPRESENTATIVE

Matthew LaBelle provided highlights of events happening in the schools. Some of the events happening are the Holiday Cards for the Military Challenge and Project Hope Fashion Show. Also, a free CPR and First Aid training is scheduled for January 9th and 10th from 2:30-4:30. The Timberlane Players are collaborating on a 40's style radio show with a holiday theme. The Theatre Department is having rehearsals for *The Elephant Man* to debut in January. The Freshman and Sophomore class both held fundraisers and proceeds raised went towards their class. Mr. LaBelle thanked the Student Council for making Ugly Sweater day possible. Atkinson Academy Trimester 1 report cards were released on December 7th. They held a Lip Sync contest with 19 groups performing. Danville PTA hosted a holiday store event. Danville staff and students are participating in fun spirit days this week. Danville Dad's are hosting a family movie event on December 22nd. Pollard PTA hosted a pancake breakfast. Report Cards were released on December 7th. A shout out to Haydin Simmons as being the new Kid Governor. Highlights of events from Sandown Central and Sandown North were mentioned. At Timberlane Middle School, they held their annual Spelling Bee contest. Members of the Student

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Senate had a holiday social with the senior citizens at the Vic Geary Center. On December 21st, the entire 8th Grade Class will attend *A Christmas Carol* play at the Northshore Theater.

CURRENT BUSINESS

a. Athletic Department, Middle School, Elementary Schools' Goals

Mr. Fantasia addressed the Board. The high school and middle school will be reviewing their current handbooks by June 30, 2023 and will be making any adjustments or revisions for the 23/24 school year. By the start of next year, the Athletic Department will be upgrading to a new online registration system for athletics. They are continuing to upgrade the Emergency Action Plans and will be practicing the plans. They will continue to assess it. They will also continue to provide a minimum of 3 student leadership training opportunities for the middle school and high school students. He mentioned they were just recently awarded the track grants and they have 3 years to use it with a 50% reimbursement.

Mr. Mencis presented his Middle School goals to the Board. They are continuing to increase the climate and culture throughout the school community and explained some of the ways planned to accomplish this. By June 2023, 50% of the middle school students will meet their stretch growth target in ELA and Math as defined by i-Ready scores from fall to spring. During the 22/23 school year, TRMS students will show a 4% growth in the NHSAS scores, as measured by an increase in participation and achievement across all subject areas.

Atkinson Academy Principal Mr. Harris described the team approach to develop and fine tune their goals in order to bring unity of their goals across all the schools. The first two goals stick to i-Ready. By June of 2023, they are looking to have 100% of K-5 students meet their Reading and Math growth target, and 50% of students will meet their stretch growth target as defined by i-Ready scores from fall to spring. By June 2023, educators will establish morning meeting routines, participate in professional development to support social and emotional skills in students, and develop an assessment tool to evaluate its' effectiveness. He spoke of the benefits to morning meetings. Mr. Harris invited other principals up to talk about some of the details.

Mrs. Liff, Principal of Sandown Central, spoke briefly about targeted interventions. She described the data teams they have to evaluate the data and determine who may be in need of intervention. They have a district wide RTI staff member who trains other staff in intervention strategies.

Mr. Snyder, Principal of Danville Elementary School, explained they will incorporate a 6th Unified Arts time in Grades 1-5 and described the benefits of offering it.

Mrs. Lafreniere, Principal of Pollard School, spoke on PLC's. She explained that during the time when there are morning meetings, or the 6th special, they will meet weekly and collaborate team work time. They will look at what they want all students to be able to do, how will they

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know when and if students have learned it, how will they respond to students who have not learned it, and how will they extend the learning to students who have already achieved proficient level.

Mrs. Stafford, Principal at Sandown North, spoke about morning meetings and the soft start. One of the things they have done this year is they have assigned every single staff member to a classroom and they work with that teacher in that class and she spoke of the benefits of doing so. They have become a greater part of that community. This benefits the class when their teacher is at the morning meetings which last approximately 20 minutes.

b. Program of Studies: Second Read

Mr. Pedersen let the Board know if the Program of Studies is approved this evening, it will go to print over vacation and be given to students in January. He explained there are no major changes from the last meeting, only some minor changes to course descriptions but they do not change what the course is. He highlighted some of the minor changes from the First Read. Nothing changes with the scope of how they operate with the Program of Studies.

MOTION: Mrs. Lowes motioned to accept the Program of Studies as a second read. Seconded by Mr. Boucher. Motion passed 7-0-1 (Mrs. McCormick abstained)

c. Policies: First Read

Mr. Sherwood explained Policy DK Payments, Checks & Manifests is required by law. It is being recommended by the Policy Committee to adopt the NHSBA's policy template with the noted changes. With regards to Policy EHAB Data Governance and Security, it is the recommendation of the Policy Committee to adopt this policy with NHSBA's revision as required by law. Policy JFAA Establish Residence and Admission of Students is recommended by the Policy Committee and NHSBA. He said the biggest change to Policy JFAA is the addition of proof of residency. There was a brief discussion on the policies by the Board.

MOTION: Mrs. Lowes motioned to accept Policy DK and EHAB for First Read. Seconded by Mrs. Savage. Motion passed 7-0-1 (Dr. Farah abstained)

MOTION: Mrs. Lowes motioned to approve Policy JFAA as First and Second Read. Seconded by Mr. Sherwood. Motion passed 7-0-1 (Dr. Farah abstained)

d. Student Support Positions

Mr. Kriegar presented a proposal to repurpose 3 open and budgeted positions that are currently budgeted for into In-School Student Support (ISS) positions. The proposal is to have one in the high school and one in the middle school. An Executive Summary including the rationale for this proposal and job description was provided to the Board members for review. This position is in an effort to keep suspended students in school for some, if not all, of the days of suspension. In doing so, the ISS teacher can work with those students to help coordinate access to their

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teachers, lessons and work, so those students do not fall behind. This ISS teacher can also be used as a resource for teachers and administrators to work with students in real time to intervene with issues that arise so they do not become larger issues later. The funding for these positions would come from the three open and vacant positions that are no longer needed as originally purposed as their teaching loads were absorbed. This was due to declining enrollment and a purposeful re-organization of resources and human capital.

Mrs. Savage asked Mr. Pedersen to provide input on pros and cons. Mr. Pedersen said this is a resource to help kids stay on track and it would also benefit the teachers. He said the critical component to this is hiring the right person. He explained how this position would benefit the other students in the classroom also. Mr. Kellan added that anything we do in the way of intervention for one or a small group of students, will increase opportunities for all students. Mrs. Savage would also like to know the average number of students with suspension on a daily basis.

Mrs. Lowes questioned how parental responsibility comes into this.

Mr. Sherwood asked if there is data to suggest this resource has positive outcomes.

Dr. Farah doesn't believe this is a wise use of resources and agrees it falls under parental responsibility. She said she can't support the cost of someone dedicated for a suspension. She would rather find a way to drive down suspensions and create some discipline in the middle and high school. She believes this would be a better use of this money. She also indicated we are one meeting away from finalizing the budget and is not in favor of this position.

Mrs. Manthorn sees this proposal as providing some crisis prevention. In the context of a free and appropriate education, some students need a more restrictive environment to be successful. She does believe there should be parent support, involvement and engagement, however, she believes this could be a very positive thing for this community.

Mr. Sherwood asked how many suspensions have we had in the Middle School and High School. Mr. Kriegar said he can provide those numbers.

Mr. Mencis informed the Board the Middle School has had ten 8th graders suspended this week. He said he can provide numbers of suspensions, but, sees a growing number of behavioral issues.

Mrs. McCormick said she appreciates this position and agrees with it. She asked which positions are vacant and why they are vacant. Mr. Kellan stated it has been determined that a Middle school Art teacher and a High School Physics teacher are not currently needed. The elementary school has very few suspensions.

Mr. Kellan offered further support to this position and the benefits it can provide to the students.

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Mr. Boyle believes this idea has merit, however, would like to know the numbers of suspensions and would like to hear from the high school principal. He doesn't believe this is the right time to make a decision on this and we need to be careful what we do. He believes this proposal should be tabled.

Mrs. Lowes asked if there are any other open positions that will not be filled in the future. She asked to have this information for the next meeting.

Mr. Boucher mentioned, in addition to repurposing positions, to be also thinking about if it will be temporary or permanent and to re-evaluate the academic needs in the following years.

After further discussion, it was determined to have this proposal tabled to a future meeting.

e. Non-Union Wage Proposal

Mr. Kellan referred to the Executive Summary provided to the Board members. He is proposing a 4.5% wage pool for salary increases for non-union employees. They have six unions and out of 729 staff, 42 are non-union. A list of employees, their job titles and departments were provided. Salary increases will be based on performance reviews and consideration of comparable compensation in the job market. Last year the wage pool was at 5%. He did not commit the full amount last year.

There was a brief discussion and clarification by the Board.

<p>MOTION: Mr. Sherwood motioned to support the wage pool. Seconded by Mrs. McCormick. Motion passed 7-1-0 (Dr. Farah opposed).</p>
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f. Employee Benefit: Vision Insurance

Mr. Kellan explained Human Resources has been looking at this for some time. This plan has no cost to the District. The employees can buy into vision insurance and it allows a benefit for the employees.

(Dr. Farah has logged out of the meeting at 9:10 pm)

<p>MOTION: Mrs. Savage motioned to approve the vision insurance proposal. Seconded by Mrs. Manthorn. Motion passed 7-0-0</p>

g. Safety Funding

Mrs. Watkins provided an Executive Summary to the Board. She explained the Timberlane Regional School District was awarded \$174,159.55 funding under the SAFE grant (Security Action for Education) that Kerrie Ward had prepared and submitted. We were awarded funds for

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fourteen of the projects to cover the re-keying of the District and the door shades for our classrooms.

MOTION: Mrs. Lowes motioned to accept the funds awarded through the Security Action for Education (SAFE) grant. Seconded by Mrs. Manthorn. Motion passed 7-0-0

(Mrs. McCormick left the meeting at 9:16 pm)

h. Middle School Field Trip

Kelley Binette, a Counselor at the Middle school, addressed the Board regarding this request. An Executive Summary was reviewed by the Board. She provided further detail of the field trip. The Leaders In Prevention (LIP) program bring together teams of eight middle school students and two advisors for a long weekend of activities and action planning with numerous other teams from across New Hampshire. Approval is being requested for the students to attend the March 10-12, 2023 program that is located at Camp Cody in Freedom, NH. Funding will come from the School Counseling budget for the trip and bussing.

MOTION: Mrs. Lowes motioned to approve the eight children to go to the Leaders In Prevention field trip on March 10-12, 2023. Seconded by Mr. Boucher. Motion passed 6-0-0

i. Warrants

The Board reviewed the draft 2023 Timberlane Regional School District Warrant Articles. Mr. Kellan explained they included figures prior to the ratification vote that did not pass. He said the Board can disregard the TTA numbers in Article 7. The Budget Committee will be meeting next Thursday and will be voting on the operating budget.

j. Annual Meeting and Election Calendar

The Board reviewed and discussed the calendar with Mrs. Watkins. Mr. Boyle stated the principle difference between the default and proposed budget is the capital improvement cost. It is important to get the budget passed this year. If it doesn't pass, we will be left with nothing to put into our facilities which we are already behind on.

ADMINISTRATORS REPORT

Mr. Kellan announced there are Giving trees in all of the schools. At the request of the high school counselors, alumni who graduated last year will be returning on January 5th to set up tables, specific to the colleges they are attending, in order to give the students an opportunity to talk with them and ask questions about their experiences with their first year at college. This is being done to help the students better prepare for college. A performance of *Don't Touch That Dial* will happen tomorrow night. There is going to be some disinfecting in the schools due to

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the number of staff and students who have been out sick. He met last night with Town administrators and Road Agents to determine what they need from him and how to make determinations on delays or school closings. The Towns plow the elementary schools. He has spent time in all the schools recently and highlighted his interaction with some 4th graders at Sandown North. The Rock Ensemble had a guest speaker, John Notto with Dirty Honey, who Zoomed with them from his studio in Los Angeles.

Mr. Kriegar met in Danville at a Special Education Organizational meeting. He thanked the group in Danville.

COMMITTEE REPORTS/REPORTS OF THE SCHOOL BOARD

Mr. Sherwood briefed the Board on the Board Committee and TTA negotiations. They have reached a tentative agreement but the TTA did not ratify this agreement. Today, the TSSU and Board Committee met and they reached an agreement and will go to the TSSU for approval. They will be voting on it on December 21st.

Mrs. Lowes - no report

Mrs. Manthorn said the Policy Committee meets on January 5th and Wellness Committee meets on January 11th.

Mr. Boucher informed the Board they had TAAM negotiations last week and have reached a finalized contract. They are just waiting to find out when it will be ratified.

Mrs. Savage had no committee report. She asked about the status of the School District Calendar and was informed by Mr. Kellan it will be back before the Board at the next meeting.

OTHER BUSINESS

No other business.

MOTION: Mrs. Savage 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 Mrs. Lowes. Motion passed 6-0-0

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The Board was polled:

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

The motion carried 6-0-0 to enter non-public at 9:41 PM.

The Board announced it will not be coming back into Public Session. The Board wished everyone a Merry Christmas.

Respectfully submitted,

Linda Mahoney
Recording Secretary

Approved by the School Board on 1/5/23