

# 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/231481355?fbclid=IwAR0IPXg3RQc546WLTy5Mf8FJDVVBbz7OJSiBYoqibCN87luZDIdl7q-EdYw>

*Materials presented at the board meeting may be viewed at:*

<https://trsdpublic.timberlane.net/trsb/layouts/15/start.aspx#/Shared%20Documents/Forms/AllItems.aspx?RootFolder=%2Ftrsb%2FShared%20Documents%2FSCHOOL%20BOARD%20MEETING%20AGENDA%20MATERIALS%2F2021%2D22%2F06%2002%2022%20School%20Board%20Meeting&FolderCTID=0x0120004312551B46136E4BA51A2C05822A071C&View=%7BD71C77CA%2D529B%2D49D7%2D8C91%2DE62575BBB707%7D>

## TIMBERLANE REGIONAL SCHOOL BOARD MEETING MINUTES

**Regular Business Meeting**  
**June 2, 2022**  
**7:00 PM**

SAU 106 Boardroom  
30 Greenough Rd.  
Plaistow, NH 03865

### **Call to Order:**

Chair Steven Finnegan called the June 2, 2022 meeting of the Timberlane Regional School Board to order at 7:00PM, took roll call and led the assembly in the Pledge of Allegiance.

### **Board Members Present**

Michael Boucher, Kimberly Farah (arrived 7:03pm), Steven Finnegan, Amy Gentile, Barbara Kiszka, Mark Sherwood, Katie Knutsen, Kim McCormick, Kristin Savage (arrived 8:25pm)

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

Mr. Christopher Kellan, Superintendent of Schools

### **00:01:00 APPROVAL OF MINUTES**

**Motion: Barbara Kiszka motions to approve the April 21, 2022 meeting minutes; seconded by Michael Boucher. Motion passed 7-0-0.**

**Motion: Barbara Kiszka motions to approve the May 5, 2022 meeting minutes; seconded by Katie Knutsen. Motion passed 7-0-0.**

**Motion: Barbara Kiszka motions to approve the May 19, 2022 meeting minutes; seconded by Michael Boucher. Motion passed 5-0-2. (absent members abstained)**

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After a brief discussion about a minor change and the arrival of Kim Farah, the Board voted on the May 5, 2022 sealed non-public minutes.

**Motion: Barbara Kiszka motions to approve the May 5, 2022 sealed non-public minutes as amended; seconded by Kim McCormick. Motion passed 8-0-0.**

**Motion: Mark Sherwood motions to approve the May 19, 2022 sealed non-public minutes; seconded by Kim Farah. Motion passed 6-0-2. (absent members abstained)**

## 00:06:00 DELEGATES & INDIVIDUALS

No speakers tonight. Steven Finnegan made an announcement about a \$500 bonus every staff member in the district would receive in recognition of their hard work over the past few difficult years.

## STUDENT REPRESENTATIVE

No Student Representative report on the student activities at this meeting.

## CURRENT BUSINESS

### 00:07:00

**a. Middle School Passion Projects** - Middle School students presented their passion projects to improve their school.

Middle School students attended to present their passion projects to improve the school. In attendance was: Sam Mooney to discuss fixing the TRMS basketball court, Hunter Newman to discuss fixing the TRMS recess and basketball court areas; Sydney Peters to discuss fixing the TRMS football field; Luken DiMarco to discuss fixing the track and Hailey MacDonald to discuss fixing and beautifying the courtyard for the upcoming 6th Graders.

### 00:20:00

**b. First Day of School** - Announcement of the first day of school is August 29, 2022.

### 00:21:00

**c. Budget Transfer Request** – Motion to transfer funds to move the elementary teaching position from Danville Elementary to Sandown North.

**Motion: Kim Farah motions to approve the special budget transfer Maria Watkins requested to transfer funds to move the elementary teaching position from Danville Elementary to Sandown North; seconded by Barbara Kiszka. Motion passed 8-0-0.**

### 00:22:00

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## d. TRSD Tuition Rates - Motion to approve the 2022-2023 TRSD Tuition rates

After a brief discussion about how these rates were calculated and if pre-K was included in this, the Board voted.

**Motion: Kim Farah motions to approve the 2022-2023 TRSD Tuition rates; seconded by Mark Sherwood. Motion passed 8-0-0.**

**00:25:00**

## e. Food Service Pricing - Review and vote on the increase in school breakfast and lunch pricing.

Barbara Kiszka read off the new pricing for the record and Superintendent Kellan advised that they have been informed that there will not be the federal subsidized (free) meals any longer that had been in effect during the pandemic for the new school year. It was discussed how to proactively notify families of the free/reduced lunch program and was decided to add a banner notification to all mySchoolBucks accounts for parents to apply online, along with the standard means of promotion.

**00:31:00**

**Motion: Barbara Kiszka motions to approve the increase in school breakfast and lunch pricing; seconded by Katie Knutsen. Motion passed 8-0-0.**

**00:32:00**

## f. Data Governance Plan - Review the Data Governance Plan. Action will be required at the 6/16/22 School Board meeting.

Ken Henderson, Director of Technology presented the Data Governance Plan to the Board with changes that have been made red-lined and a change log at the end of the document.

Kim Farah requested this be added as an action item at the next Board meeting to vote on.

**00:35:00**

## g. Career Technical Education - Discuss TRSD's CTE program's criteria, assessment, and enrollment count.

Mark Pederson, Director of Secondary Curriculum (6-12) and Barry Chooljian, Director of Secondary Guidance (6-12) presented the Career Technical Education program criteria, assessment and enrollment count to the Board. TRSD CTE students are attending programs at Salem and Pinkerton and it was discussed their desire to offer complimentary CTE programs at Timberlane to offer CTE programs to a wider range of students across the districts, such as possibly offering programs like EMT/Fire, HVAC and Technical Theater amongst others. Kim Farah asked for them to research and compile data and present it to the Board at the next meeting. Barbara Kiszka asked them to research the interest in the programs we would offer, how much it would cost, how much space would be needed and how much additional staffing would be

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needed. It was discussed how Sophomores would be eligible to participate in the 2-year program.

They will return with a plan for the Board to discuss at the June 16, 2022 regular meeting.

**00:52:00**

**h. Plaistow Waterline and Paving Projects** - Karl Ingoldsby presented an update on the Plaistow Waterline Tie-In and paving projects.

Karl Ingoldsby and Maria Watkins presented to the Board updates regarding the Plaistow Waterline Tie-in. Maria Watkins advised all answers she has received regarding the rate hike did not clarify if there would be a rate hike after the initial term expired. Kim Farah advised she would do some research as she knows the state has the data the Board is looking for to see if switching to the Plaistow Waterline or staying with the current, working wells would be best in the long run for the district.

Steven Finnegan has requested this be put on the next agenda with the new data for the Board to discuss.

**District-wide Paving Update** - Karl Ingoldsby presented the district-wide paving update to the Board.

Karl advised the numbers on the update sheet are from April so there may be an increase of up to 20%. The sheet reflects all paving projects and which projects are safety-related. He also advised he has estimates for seal coating and repainting all parking lots and is implementing a revolving 5-year plan for seal coating and repainting of all buildings' parking lots which is already accounted for in his yearly budget plan. It was requested to bring this back to the Board at the next meeting with encumbered funds included.

**01:10:00**

**i. Hiring Employees and Contracts** - Review the data reported of the current employees who have declined their contracts and amount of TRSD employment vacancies.

Dana O'Gara, current Human Resource Director and new, incoming Human Resource Director Fran Descinto presented to the Board the current TRSD employment vacancies and employees that declined their contracts.

**01:15:00**

**j. Policies** – Motion to act on Policies ADC and IHCA

- ADC Tobacco Products Ban First Read-Adopt NHSBA's ADC Policy - second read and adopt
- IHCA Summer Learning First Read- second read and adopt revised TRSD IHCA policy

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**Motion: Kim Farah motions to accept Policy ADB and Policy IHCA as listed for second read and to adopt; seconded by Barbara Kiszka. Motion passed 8-0-0.**

**01:16:00**

**k. School Board Goals** - Review the preliminary School Board Goals for suggestions and revisions.

Under Facilities, Kim Farah and Karl Ingoldsby confirmed that #1 should be removed from the School Board Goals.

**Motion: Kim Farah motions to accept the 2022-2023 School Board Goals as amended; seconded by Barbara Kiszka. Motion passed 8-0-0.**

**01:18:00 ADMINISTRATOR'S REPORT**

Superintendent Christopher Kellan updated the Board with what is happening in the district.

- Owl Lacrosse won their game against Hollis-Brookline.
- Grace Paradise is the new Ms. New Hampshire. She will be attending Revere University in the Fall for Nursing to become a midwife.
- Jann Mamet graduated early to start basic training for the Air Force on May 31, 2022. She is stationed at San Antonio Lackland Air Force Base.
- Milkman Comedy Central is playing Friday June 3, 2022 and is free to anyone that would like to attend.
- TRSD graduation is scheduled for Saturday June 11, 2022 starting at 10am.
- Last day of school is Thursday June 16, 2022 with an early release for all schools. High School releasing at 10:55am, the Middle School releasing at 11am and the Elementary Schools releasing at 12pm.

**01:22:00 PERSONNEL REPORT**

Administrative Nominations

1. Ginger Drechsler, Director of Student Services, Timberlane Regional School District

**Motion: Kim Farah motions to accept the nominations of Ginger Drechsler as amended to Director of Student Services; seconded by Barbara Kiszka. Motion passed 68-0-0.**

Professional Nominations

1. Megan Adams, School Nurse, TLC at Sandown Central
2. Alexis Silva, Elementary Teacher, Pollard Elementary
3. Ashleigh Stone, Special Ed Teacher, Danville Elementary

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**Motion: Kim Farah motions to approve the 3 nominations as stated; seconded by Barbara Kiszka.  
Motion passed 8-0-0.**

## Professional Resignations

1. Darlene Nulk, Special Ed Teacher, Pollard Elementary
2. Rachel Riley, Special Ed Teacher, Danville Elementary

**Motion: Kim Farah motions to accept the 2 resignations as stated; seconded by Barbara Kiszka.  
Motion passed 8-0-0.**

## 01:24:00 COMMITTEE REPORTS

**Kim McCormick** - Strategic Planning has not met yet and is working on finalizing the date for a meeting in early July. The Wellness Committee will be starting up. Tim Brown sent out an email to see who is interested in joining.

**Mark Sherwood** - Capital Improvement meeting is on June 15th and the Policy Committee has a meeting on June 16th.

**Amy Gentile** - no updates

**Steven Finnegan** - no updates

**Kim Farah** - TTA negotiations will be starting up in the next few weeks.

**Barbara Kiszka** - This will be her second to last meeting. She will be stepping down for personal reasons and has really appreciated the two years she has had on the Board and believes they were able to accomplish a good amount over the years.

**Katie Knutsen** - Safety Committee had a meeting on May 17th and their next one is on June 20th or 21st. They discussed Safety Training and evaluating schools' safety procedures. They have had Homeland Security come in and review the schools and buildings and the last one was November or December of 2021. They are always looking to improve safety constantly. They have received numerous correspondence regarding safety and they will be discussing them at the next meeting.

**Michael Boucher** - no updates

## 01:51:00 CORRESPONDENCE

Steven Finnegan passed around correspondence to the Board to review as it had not been previously sent electronically.

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## 01:29:00 VENDOR AND PAYROLL REGISTERS

No updates

## 01:30:00

**Motion: Kim Farah motions to enter non-public under 91-A:3, Paragraph II (g) consideration of security-related issues bearing on the immediate safety of security personnel or inmates at the county or state correctional facilities by county correctional superintendents or the commissioner of the department of corrections, or their designees ; seconded by Kristin Savage. Motion passed 9-0-0.**

### The Board was polled:

Boucher -Yes      Farah - Yes      Finnegan - Yes      Gentile - Yes      Kiszka - Yes  
Knutsen - Yes      McCormick - Yes      Sherwood - Yes      Savage - Yes

**The motion carried a 9-0-0 to enter non-public at 8:30 PM and Steven Finnegan advised this will conclude the public portion of the meeting and they will only come back into public session to seal the minutes.**

**Motion: Kim Farah motioned to exit the non-public session meeting; seconded by Katie Knutsen. Motion passed 9-0-0.**

### The Board was polled:

Boucher -Yes      Farah - Yes      Finnegan - Yes      Gentile - Yes      Kiszka - Yes  
Knutsen - Yes      McCormick - Yes      Sherwood - Yes      Savage - Yes

**The motion carried 9-0-0 and the Board entered public session at 9:08 PM.**

**Motion: Kim Farah motioned to seal the non-public session minutes; seconded by Katie Knutsen. The motion passed 9-0-0.**

### The Board was polled:

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Boucher -Yes

Farah - Yes

Finnegan - Yes

Gentile - Yes

Kiszka - Yes

Knutsen - Yes

McCormick - Yes

Sherwood - Yes

Savage - Yes

As there was no further business, this concluded the public portion of the meeting.

Respectfully submitted,

Cori Zeuli  
Recording Secretary

Approved by the Board on 6/16/22.