

*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:
<https://public.timberlane.net/sau/trsb/Shared%20Documents/SCHOOL%20BOARD%20MEETING%20AGENDA%20MATERIALS/2020-21/03%2018%202021%20Re-organizational%20Meeting/Agenda%20Packet%2003%2018%2021.pdf>*

TIMBERLANE REGIONAL SCHOOL BOARD MEETING MINUTES

Regular Business Meeting

March 18, 2021

7:30PM

Teleconference via Webinar Link

<http://www.timberlane.net/zoomtrsb>

Technology Assistance: 603-382-6541, x3955

Call to Order (00:19:41)

Chairman Farah called the March 18, 2021 Regular Business Meeting of the Timberlane Regional School Board to order at 7:30pm at which time she read a prepared statement explaining the Governor's orders regarding the Covid-19 Pandemic that allows this meeting to take place electronically. This type of meeting also requires that roll call votes be taken on all motions and all meeting members must also state whether anyone is with them in the room where they are participating in the meeting electronically as required by the Right to Know Law.

Board Members Present (00:1:15)

Accordingly, the following roll call was taken:

Miss Bowes was present. She was alone in the residence.

Mr. Boyle was present. He was alone in the room with other family members in the residence.

Dr. Farah was present. She was alone in the residence.

Mr. Finnegan was present. He was alone in the room with other family members in the residence.

Ms. Gentile was present. She was alone in the room with other family members in the residence.

Mrs. Kiszka was present. She was alone in the residence.

Ms. Lowes was present. She was alone in the residence.

Mr. O'Neil was present. He was in the room with other family members in the residence.

Mrs. Savage was present. She was alone in the room with other family members in the residence.

Others Present via Videoconference

Dr. Brian Cochrane, Superintendent of Schools

Jenna Horan, Outgoing Student Representative

Kaylie Sheffield, incoming Student Representative

Sandy Allaire, Director of Curriculum, Assessment and Professional Learning

Lucy Canotas, Director of Elementary Curriculum (K-5)

Geoff Dowd, CFO/Business Administrator

Ken Henderson, Director of Technology

Nancy Louiselle, Director of Human Resources

Gary Paradis, Facilities Director

Mark Pedersen, Director of Secondary Curriculum (6-12)

Maria Watkins, Business Administrator

Mark Fournier, Facilities Consultant

APPROVAL OF MINUTES (00:022:06)

The board reviewed the minutes March 4, 2021 public meeting:

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| MOTION: Mrs. Kiszka motioned to accept the TRSB public meeting minutes of March 4, 2021; seconded by Ms. Lowes The motion passed 6-0-3. (Miss Bowes, Mr. Finnegan & Ms. Gentile abstained.) |
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Dr. Farah welcomed all the incoming Board Members and explained the training and resources available to aid them in their new roles on the Board.

STUDENT REPRESENTATIVE (00:23:58)

Dr. Farah introduced the new Student Representative, Kaylie Sheffield of Plaistow. Outgoing Student Representative Jenna Horan said that she knows the students feel a very strong connection to Kaylie due to her

leadership in Student Council.

She also wanted to let the Board know about a petition that's going around that has been signed by 500 people regarding "What you need Wednesday's". The students said, "we're all stressed out with the amount of work we're getting during this pandemic with many of us dealing with heightened mental health issues. We might not have the best home situations as well. Having "What I need Wednesday's" is one of the few things that are making this kind of problem better. Getting rid of them will only heighten the number of late assignments and they'll do nothing to benefit the students and the teachers."

Kaylie Sheffield then introduced herself: My name is Kaylie. I'm a junior at Timberlane this year. As Nan said, I serve currently to serve on the student council as a public relations officer. I'm super honored to have this opportunity to take over this position and I'm just really looking forward to working with everyone, for the remainder of this year and in the months to come.

The Board welcomed Kaylie and also thanked Jenna for her service.

DELEGATES & INDIVIDUALS (00:28:20)

Coral Hampe, of Danville, and TTA President: Mrs. Hampe extended a warm welcome to the newest members of the board and to Kaylie, the student representative and thanked them for serving in their communities.

Next, she praised her colleagues saying that "one year ago we were thrown into a new normal, that has only continued to evolve, and teachers have evolved with the times". She stated that teachers have been working harder than ever. She stated that teachers have really tried to build relationships with kids but there are kids who still have not turned on their cameras.

She said that she knows this message uses the title teacher, but she was speaking for all members of the school community including bus drivers, lunch crews, front office staff, IT, Custodians, Nurses and Admin and that the next time people spoke to them, start with thank you, because they dedicate their lives to educating our children.

She also stated: I want to go on the record to say that staff members have worked their butts off this past year. Contrary to the lies, we have engaged the students every day. We don't seek reasons to be out of school, we seek ways to reach our students. The message that was conveyed last week against teachers was untrue, unfair and delivered rudely. I call for board members, Shawn O'Neill to apologize to the district staff for his comments. I also call on the rest of the board for an apology for failure to condemn a member for inappropriate comments.

Sarah Scanlan, of Danville, asked the Board to reconsider their vote to remove the FLES program stating that the benefits of this program are innumerable for kids' futures in today's global world. She believes this decision was not made due to a lack of support for the program, or a lack of funding. She feels that this vote needs to be reconsidered because all the pertinent information has not been presented and discussed by the Board. She said she would appreciate the courtesy of a formal response and discussion on this program because this is an important for many parents, teachers, students and staff on many levels. If there is no plan to keep the program, will there be a transition period for those students currently in the program? What will happen to the approved funding in the 21-22 budget and how will it be reallocated?

HVAC Update (00:33:52)

The Board discussed the two responses (Trane & Controlled Technologies) from the RFP that was put out. Controlled Technologies is already responsible for the Preventative Maintenance contract on the Building Management System on a quarterly basis. It appears that Controlled Technologies hourly rate is lower, but they plan to charge a 30% markup on all parts. Trane's labor rates are higher, but they manufacture parts, and the equipment costs are lower. Before Covid, the CDC recommended two air exchanges per hour. In a Covid world, the CDC recommendation is three air exchanges per hour. Fifteen to twenty years ago, when many of these units

were installed, fuel prices were close to \$4.00 a gallon. As a result, HVAC firms were designing systems that did not pull in external air because they would be pulling in a lot of cold air and it cost a lot of money to heat up that air. There may be some units that are operating at their peak performance because they were not designed to do what we are asking them to do.

MOTION: Mrs. Kiszka motioned to accept the Trane RFP for HVAC; seconded by Ms. Lowes. The motion passed 9-0-0.

Board members also commented that the results of the air exchange report are surprising in that they were better than the Board was led to believe they would be. Some rooms are actually exchanging air fifteen times an hour! Dr. Farah asked for an action item: that the IAQ Air Report be posted for the public.

SCHOOL RE-OPENING UPDATE (01:05:00)

Mrs. Allaire stated that March 22nd, 2021 marks the beginning of the third trimester for middle and elementary school students and as planned, they would be bringing all students, all grade levels, back five days a week. Mrs. Allaire has not seen the petition that Ms. Horan alluded to earlier in the evening. The Board asked that Ms. Sheffield reach out on behalf of the students and work with the Administration on what the students are proposing.

VACCINE UPDATE (01:09:31)

Timberlane has secured a closed POD to vaccinate the staff on Friday, March 26, 2021. The Administration is asking that the students not have school on Friday, March 26, 2021. The Board would prefer to count hours so as to not add extra days to the school calendar.

MOTION: Ms. Lowes motioned to authorize March 26, 2021 as a day off for all students and making a provision for a future date, one day in April, should it be needed; seconded by Miss Bowes. The motion passed 9-0-0.

END OF YEAR EVENTS (01:19:39)

Mr. Woodworth went over the proposed list of senior events with the Board. The Board was pleased to see that most the regularly scheduled senior events will take place, albeit in a modified capacity. Spirit Week will take place in April. The Board questioned how the SAT day will work. Only students will be in the building on the SAT day, everyone else will need to be remote as the students taking the SAT will have to be spread throughout the building. Plans for inclement weather during the senior activities were also briefly discussed.

RENOMINATIONS & STAFFING (01:27:47)

MOTION: Mrs. Kiszka motioned to renominate all the people in the "Renominations Final Copy" document; seconded by Mrs. Savage. The motion passed 7-0-2. (Miss Bowes & Mrs. Savage abstained.)

There was a lot of discussion surrounding the next motion. Many felt the 6-12 Coordinator was just a new name for a Dean. Mrs. Allaire and Dr. Cochrane explained the rolls and rationale to the Board.

MOTION: Mrs. Savage motioned to approve the creation of two 6-12 Coordinator positions; seconded by Mrs. Kiszka. The motion passed 8-1-0. (Ms. Lowes opposed.)

SAU 106 STAFFING (01:52:46)

Dr. Cochrane presented the proposed SAU organizational chart and took several questions from the Board.

MOTION: Mrs. Kiszka motioned to accept the proposed structure for the SAU 106 staffing for the upcoming year; seconded by Mr. O'Neil. The motion passed 8-0-1. (Ms. Lowes abstained.)

SUMMER LEARNING POLICY (01:59:00)

The Curriculum Committee recommended that the Board waive the Summer Learning policy. AP Students will still have summer assignments.

MOTION: Mrs. Savage motioned to waive Policy IHCA (Summer Learning); seconded by Ms. Gentile. The motion passed 8-1-0. (Mr. O’Neil opposed.)

ADMINISTRATORS REPORT (02:01:15)

Mr. Dowd explained the budget transfers that were presented in the agenda packets.

MOTION: Mrs. Kiszka motioned to accept those budget transfers in the amounts and accounts specified in the CFO/BA’s memo dated March 18, 2021; seconded by Miss Bowes. The motion passed 9-0-0.

Mr. Dowd explained the need for an extension of the Special Transportation Contract.

MOTION: Ms. Lowes motioned to accept the extension of the Durham School Services contract for one year; seconded by Mrs. Kiszka. The motion passed 9-0-0.

Ms. Lowes wanted it noted that the Board will need to put this out to bid in a year.

MOTION: Ms. Lowes motioned to accept the nomination of Dana O’Gara as the SAU 106 Human Resources Director; seconded by Mr. O’Neil. The motion passed 9-0-0.

MOTION: Ms. Lowes motioned to accept the retirements of Susan Rasicot (TRSD Director of Special Education), Gay Daigle (TRMS Special Education Teacher), Michael Smith (TRHS English Teacher) with gratitude and thanks for their service; seconded by Mrs. Kiszka. The motion passed 9-0-0.

MOTION: Ms. Lowes motioned to accept the resignation of Bridget Sheehan, Middle School Nurse, and Amanda Ansell, TRMS English Teacher; seconded by Mrs. Kiszka. The motion passed 9-0-0.

Dr. Farah stated that Mr. Smith is looking for retirement incentive based on extenuating circumstances. The Board Members asked for an unredacted letter. This will be deferred to non-public.

MOTION: Ms. Lowes motioned to go into non-public under 91-A:3, Paragraph II (C) matters which, if discussed in public, would likely affect adversely the reputation of any person; seconded by Mr. Finnegan. The motion passed 9-0-0.

The Board was polled:

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|---------------|--------------|-------------|----------------|--------------|
| Bowes – Yes | Boyle – Yes | Farah – Yes | Finnegan – Yes | |
| Gentile – Yes | Kiszka – Yes | Lowes – Yes | O’Neil – Yes | Savage - Yes |

The motion carried 9-0-0 and the Board entered nonpublic session at 9:33PM.

MOTION: Ms. Lowes motioned to exit the non-public meeting; seconded by Mrs. Kiszka. The motion passed 9-0-0.

The Board was polled:

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|---------------|--------------|-------------|----------------|--------------|
| Bowes – Yes | Boyle – Yes | Farah – Yes | Finnegan – Yes | |
| Gentile – Yes | Kiszka – Yes | Lowes – Yes | O’Neil – Yes | Savage - Yes |

The motion carried 9-0-0 and the board re-entered public session at 10:43PM.

MOTION: Ms. Lowes motioned to approve the nomination of the Payroll Coordinator for SAU 106; seconded by Mrs. Kiszka. The motion passed 9-0-0.

MOTION: Ms. Lowes motioned to approve the retirement and the retirement incentive of Michael Smith (HS Teacher) and Catherine Nickerson (Food Service Worker), due to extenuating circumstances; seconded by Mrs. Kiszka. The motion passed 9-0-0.

MOTION: Mr. O'Neil motioned to seal the non-public meeting minutes by reason that divulgence would likely affect adversely the reputation of someone other than a member of the board; seconded by Ms. Lowes. The motion passed 9-0-0.

With no other business before the board, Chairman Farah adjourned the meeting at 10:47PM.

Respectfully submitted,

Kat Lancaster
Recording Secretary

Approved by the Board on April 1, 2021.