

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/Forms/AllItems.aspx?RootFolder=%2fsau%2ftrsb%2fShared%20Documents%2fSCHOOL%20BOARD%20MEETING%20AGENDA%20MATERIALS%2f2020%2d21%2f08%2013%202020%20Summer%20Meeting&FolderCTID=&View=%7b8B0F59BE%2dD93D%2d4E49%2d9509%2dA6F7531FCCAB%7d>

## TIMBERLANE REGIONAL SCHOOL BOARD MEETING MINUTES

### Summer Business Meeting

August 13, 2020

7:00PM

### Teleconference via Webinar Link

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

Technology Assistance: 603-382-6541, x3955

### Call to Order (00:00:00)

Chairman Farah called the August 13, 2020 Summer Business Meeting of the Timberlane Regional School Board to order at 7:05pm 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 (00:1:23)

Accordingly, the following roll call was taken:

Mr. Boyle was present. He was alone in the residence.

Mr. Dube was present. He was alone in his home office.

Dr. Farah was present. She was alone in the room. Other family members were in the residence.

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

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

Mrs. Machemer was present. She was alone in the room. Other family members were in the residence.

Mr. O'Neil was present. He was alone in the room. Other family members were in the residence.

Mrs. Savage was present. She was alone in the room. Other family members were in the residence.

Mrs. Silva was present. She was alone in the car.

### Others Present via Videoconference

Dr. Brian Cochrane, Superintendent of Schools, was alone in the room with other family members in the residence.

### Others Present via Teleconference

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

Gary Paradis, Facilities Director

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

The Pledge of Allegiance followed roll call.

### APPROVAL OF MINUTES (00:06:42)

The board reviewed the minutes from the August 6, 2020 Meeting. The Board requested a typo correction.

<b>MOTION:</b>	<b>Ms. Lowes motioned to accept the TRSB meeting minutes of August 6, 2020; seconded by Mrs. Kiszka. The motion passed 7-0-2 (Dubé and Machemer abstaining).</b>
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<b>MOTION:</b>	<b>Mrs. Kiszka motioned to accept the TRSB Non-Public meeting minutes of August 6, 2020; seconded by Ms. Lowes. The motion passed 7-0-2 (Dubé and Machemer abstaining).</b>
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Dr. Farah wanted the public and administration that the Board is planning to meet in person as of the next meeting, August 20, 2020. The expectation is that the board will meet either in the recital hall or the main auditorium of the PAC.

**SCHOOL RE-OPENING PLAN (00:09:57)**

Dr. Farah thanked the staff and administration for all they have done relative to the school re-opening plan, it has been many hours of meetings and plan re-work. There are new updates today as the state released more guidance. Dr. Farah also reminded everyone that the plan will constantly be reviewed and re-evaluated on an ongoing basis.

Sandra Allaire, (Director of Curriculum, Assessment and Professional Learning), updated the Board on the information that came from the state today relative to notifications, contact tracing, what will trigger a transition to remote learning, etc.

Mark Pederson, (Director of Secondary Curriculum), spoke to clarify previous comments on teacher certification. NH DOE rules are being followed relative to licensing and teachers teaching within their certification requirements. An educator who has been deemed to have sufficient content knowledge as determined by the school principal, may be given a minor assignment to teach in a program area that he or she is not certified in. A minor assignment is defined as less than 50% of that individuals weekly work time. An example might be a teacher who is licensed in Chemistry might teach a section of Physics.

Lucy Canotas, (Director of Elementary Curriculum, K-5) addressed scheduling concerns, both in school and remotely. There is a draft elementary school schedule on the FAQs page of the District website.

Mrs. Allaire spoke about synchronous and asynchronous learning. Remote instruction is not equivalent to 100% online synchronous learning. The Remote 2.0 plan is to include elements of both synchronous and asynchronous learning in the remote model. In Remote 2.0, A commitment has been made to increase the robustness of our programs in this delivery model.

Dr. Farah addressed the question of what would have to happen to go back to regular in person instruction all five days. In short, the District can only go back totally if it can meet the CDC guidelines or if the CDC revises the guidelines and if the cases are less than .1% of the total population. Dr. Farah also stated that If the Governor of NH lifts the State of Emergency order, a full reopening would also be considered.

Mrs. Savage clarified some of the frequently asked questions from the public that seem to not be clear. Board members also had a significant number of questions which focused on live delivery of instruction, a five day return to school and why it is or isn't possible, the differences between choosing 100% remote instruction or the hybrid model, risk levels, IEPs, athletics, band, chorus, if pertinent information will get to parents prior to making the decision, disparities in how synchronous learning is used by the professionals, transitional students, IT equipment, etc.

<b>MOTION:</b> Mrs. Silva motioned to approve the reopening plan as presented by the Administration; seconded by Mrs. Kiszka. The motion passed 8-1-0 (O'Neil opposed).
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**END OF YEAR FINANCIALS/FUND BALANCE RETENTION (01:31:41)**

Geoff Dowd, CFO/Business Administrator, also spoke to the year-end numbers. The total unencumbered fund balance is \$2,441,907. Dr. Farah requested an explanation of the approximately \$600K overages in the 4200-4600 lines. Mr. Dowd explained that those lines had significant encumbrances from the prior year and some funding had been set aside at the end of the prior year to cover that. Ms. Lowes questioned a \$1.1 million overage. Mr. Dowd clarified that the year started with a \$3.2m beginning fund balance so there was no overage.

**MOTION: Mrs. Kiszka motioned to retain \$500K in the fund balance; seconded by Mr. Boyle. The motion passed 8-0-0 (Mrs. Silva had dropped from the call).**

**ADMINISTRATORS REPORT (01:43:20)**

Dr. Cochrane thanked the task force members, administration, staff, nurses, and stated how impressed he was with the interactions of each group. He is very impressed with the administrators that he has worked with. He is looking forward to meeting teachers and being in the schools. He misses being in schools and is really looking forward to starting the year. He also thanked everyone for the support he has received since his arrival.

**PERSONNEL REPORT (02:42:50)**

Dr. Cochrane brought forth the following:

**Nominations:**

Lauren Beliveau- Sandown North - 1 Year Assignment Grade 4 Teacher

Colin DeFriesse - TRMS - Technology Education

**MOTION: Ms. Lowes motioned to approve the nominations; seconded by Mr. O'Neil. The motion passed 8-0-0.**

Ms. Lowes requested to table the requested year long leave of absence for Elizabeth Bisbing of Atkinson Academy. The Board is requesting more information be provided prior to making the decision.

**COMMITTEE REPORTS/REPORTS OF THE SCHOOL BOARD (01:49:05)**

Dr. Farah stated that both the Policy Committee and the Curriculum Committee had some pressing matters that needed to be discussed relative to this school year and inquired of Mrs. Allaire if that was in process. Dr. Cochrane stated that the attendance policy needs to be looked at relative to attendance in a remote environment. There is also another policy regarding pandemics that needs to be reviewed as well. Dr. Farah advised that changes to policies have to be noticed properly and may take as long as three weeks to get through the process.

Mrs. Kiszka advised that the town of Plaistow will be using a new place to vote and will not need Pollard School to vote in either September or November.

Ms. Lowes advised that Sandown's Board of Selectmen discussed impact fees and that Mr. Dowd should be hearing from them soon. Mr. Dowd indicated that he has already heard from two of the four towns. The MS-25 is due September 1, 2020. Mr. Dowd indicated that he would have the DOE-25 ready for the next meeting for the Board to review and should be put on the agenda for the next meeting.

Mr. Gary Paradis stated that the PAC repairs should be wrapped up today. The social distancing capacity for the recital hall is 32 people. The social distancing capacity for the main auditorium with recital hall seating is 132.

With no other business before the board, Chairman Farah adjourned the meeting at 8:58pm.

Respectfully submitted,

Kat Lancaster  
Recording Secretary

Approved by the Board on August 20, 2020.