

*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/454608138>
Materials presented at the board meeting may be viewed at <https://public.timberlane.net/sau/trsb/Shared%20Documents/Forms/AllItems.aspx?RootFolder=%2fsau%2ftrs%2fShared%20Documents%2fSCH%20OOL%20BOARD%20MEETING%20AGENDA%20MATERIALS%2f2020%2d21%2f09%2003%202020%20Meeting&FolderCTID=&View=%7b8B0F59BE%2dD93D%2d4E49%2d9509%2dA6F7531FCCAB%7d>*

TIMBERLANE REGIONAL SCHOOL BOARD MEETING MINUTES

Regular Business Meeting
September 3, 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 September 3, 2020 Summer Business Meeting of the Timberlane Regional School Board to order at 7:02pm 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 (00:1:12)

Accordingly, the following roll call was taken:

Mr. Boyle was present. He was alone in the residence.
Mr. Dubé was present. He was alone in his home office.
Dr. Farah 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.
Mrs. Machemer was present. She was alone in her office with other family members in the residence.
Mr. O'Neil was present. He was alone 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.
Mrs. Silva joined at 7:14pm. She was alone in the room with other family members in the residence.

Others Present via Videoconference

Dr. Brian Cochrane, Superintendent of Schools, was alone in his office with other family members in the residence.
Jenna Horan, Student Representative, was also 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
Angelo Fantasia, Director of Athletics
Ken Henderson, Director of Technology
Sandra Hodgkins, Transportation Coordinator
Mark Pedersen, Director of Secondary Curriculum (6-12)
Susan Rasicot, Director of Pupil Personnel Services/Special Education
Nancy Stafford, Principal of Sandown North Elementary

The Pledge of Allegiance followed roll call.

APPROVAL OF MINUTES (00:02:44)

The board reviewed the minutes from the August 20, 2020 meetings:

MOTION:	Mrs. Kiszka motioned to accept the TRSB public meeting minutes of August 20, 2020; seconded by Ms. Lowes. The motion passed 8-0-0. (Mrs. Silva was not yet present.)
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MOTION: Ms. Lowes motioned to accept the TRSB non-public meeting minutes of August 20, 2020; seconded by Mr. Boyle. The motion passed 8-0-0. (Mrs. Silva was not yet present.)

DELEGATES & INDIVIDUALS (00:05:14)

Jen Bisson (Sandown) thanked everyone for their efforts and long hours to get the children back into school. Her seven-year-old daughter loved school up until going remote last spring. Every single assignment was a struggle and she did not learn. Ms. Bisson has serious concerns about how far behind the children are already and suggested monthly evaluations on how learning is going. She requested flexibility to make changes that benefit the students and to get the kids outside. She said she has struggled with being left out as a parent. She has heard “stop complaining and be part of the solution.” She would like there to more opportunities for parents to be part of the solution and to be able to help.

Maria Kendall, President of the Timberlane Teachers Association, read the following into the record:

I would like to thank all those involved in creating the TTA MOU for working conditions. Countless hours have been put in by all parties involved. The MOU is intended to address the impact on working conditions by the reopen plan approved by the School Board. The MOU was voted on and ratified by 96% of the Timberlane Teachers Association members. We look forward to the School Board approving the MOU tonight. I need to be clear that the Timberlane Teachers Association did not approve the reopening plan and still has grave concerns as we sit her with school starting on Tuesday. Our members have consistently expressed growing concerns as we approach opening day. The schools are not quite ready.

Although we have just started to receive answers to some questions, with the start of school scheduled for next Tuesday, we recognize that there are still many questions and concerns that remain unanswered that apply to directly servicing students. These questions refer to PPE for students and staff, special education delivery model, staffing in PreK-12 classrooms, temperature control in the classrooms, HR requests that remain unanswered.

The educators of our district care deeply about their students and are excited to begin the school year. However, the anxiety and concern over the unsettled nature of things in our schools is at a very high level. We must ensure that PPE, temperature regulations, technology needs and learning and special education service models are worked out by Tuesday’s start date.

Paul Blair (Atkinson) spoke about the metrics associated with Covid and how they relate to in person learning. He stated that on September 1, 2020, the State of NH Infectious Disease Control released new school guidelines which say that evaluation and changing of learning models could be based solely on community infection data and specifically the data of Rockingham county. The epidemiological data of the county in which the schools reside should be used to determine what instructional model should be used and when to switch back and forth between models.

There are three criteria listed, the first one being the Covid 19 positivity rate which is a seven-day running average. Their stated rates for the least risk, which is listed as minimal, is five percent (5%). At under two percent (2%), we are currently more than four times lower than this metric. The second metric is the new infection rate per 100,000 people, which is a fourteen-day running average. For minimal risk, which is their least risk profile, their stated rate is under fifty (50). Rockingham county is currently hovering around fifteen (15), which is approximately three times lower. The third metric is hospitalizations per 100,000 people, which is a fourteen-day running average. Their stated rate under least risk is ten every fourteen days. Rockingham county is currently less than two, which is five times lower. NH currently has nine people hospitalized, in total in a state of 1.35M people.

The Board and the Administration set an infection rate of .1%. Mr. Blair asserts that we have been hovering at less than half of this for months. CDC Guidelines were also incorporated into the TRSD plan and their guidelines state: “six feet or masks when not possible” and is recommending a full return to school in areas where community transmission is low.

The American Academy of Pediatrics (AAP) also recommends a full return. The Surgeon General has publicly stated that all the negative health effects that are associated with remote learning include but are not limited to suicide, drug overdose, obesity, depression, and many others. Rockingham county is substantially under all state level metrics, the School Board's stated infection rate and any other epidemiological measure you could employ. Mr. Blair feels the State of Emergency should be removed as it will be here for years to come and its irrespective of any viral data or community infection rate. He stated that for all these reasons, this School Board and Administration should use only epidemiological data when choosing or changing learning models stating that it is not only safe but it's what 80% the parents want.

Coral Hampe (Danville) and Vice President of the Timberlane Teachers Association, read the following into the record: Next Tuesday, school starts. For some, the school doors will open; for others, the Chrome Books will open. All together, we begin to build the relationships that will continue through the year. Today I heard from many educators across the District about their concerns. These are concerns that we have been voicing for months. So, for the record, and for parents to hear, I would like to read you a small amount of these concerns.

There will be teachers who need to stand in the doorway of connecting rooms teaching two groups of students thus reducing the amount of curriculum that will be taught. The cafeterias and classrooms look like sterile testing sites with desks placed six feet apart and facing the same direction. There will be limited socializing due to the spacing and masks and no contact. Some teachers do not yet have class lists or access to IEPs for their caseloads. Speaking of Special Education, they still do not have the necessary PPE they need for small group work and they have not received guidance from the Administration on how to deliver services, how to implement OT and PT materials or implement testing without the appropriate PPE. All while completing a review of their caseload in thirty days.

The HVAC systems have not been certified and we have been told not to use fans or windows to mitigate the heat in the classrooms. There are many staff members who do not know yet if they have been approved to work remotely and some who were asked today to send more proof. Many emails and calls to HR have gone unanswered for weeks. And there is a daily concern about staff coverage for classes and duties during this pandemic.

Jeannie Mailhot (Plaistow) stated that the parents are the silent majority right now. The focus should not only be on the children and adapting so they can be in school but also to the ripple effect and what it does to our community as a whole and in the long term. A lot of parents do not have time to be on social media or to put together a speech for the Board to express what they already did when they took the survey. Parents are busy working, taking care of their children and trusting that the system that was set up is going to be there to deliver something that is genuinely necessary. The outcome of not allowing our children to go to school will be worse than what we need to do to adapt to go to in-person learning. Parents are relying on the school system to give every one of their kids an equal playing field.

STUDENT REPRESENTATIVE (00:27:37)

Miss Horan stated that she had the opportunity to be included in the six-minute video that was prepared for the High School students. She said that it answered a lot of the questions that she had been receiving from both her peers and families within the District. She thinks that the video should be the beginning of a trend that should continue of amazing communication with detailed specifics. She has received great feedback on the video but is still receiving questions. Ms. Horan wanted to advocate for more communication to the students, specifically, so that they are not beholden to their parents giving them information from Facebook groups.

Dr. Farah stated that teachers, staff, and Administration are working tirelessly to answer questions. It might be a little rocky at the start, but they are determined to get everything back up and running. She also stated that there have been over one hundred requests for accommodations or leaves by teachers and that any move to a different would also be predicated on staffing. She also confirmed that the TTA MOU was ratified and sent to the Board

late this afternoon. The MOU and some other items would need to be addressed in a nonpublic, however.

MOTION: Ms. Lowes motioned to go into non-public under 91-A:3, Paragraph II (C) (matter which, if discussed in public, would likely affect adversely the reputation of any person and (I) (consideration of legal advice in writing or orally even when legal counsel is not present); seconded by Mr. O'Neil.

Results of Board Poll:

Boyle – Yes	Dubé – Yes	Farah – Yes	Kiszka – Yes	Lowes- Yes
Machemer – Yes	O'Neil – Yes	Savage – Yes	Silva – Yes	

The Board went into Non-Public at 7:35PM.

MOTION: Mrs. Silva motioned to exit the non-public meeting; seconded by Ms. Lowes.

Results of Board Poll:

Boyle – Yes	Dubé – Yes	Farah – Yes	Kiszka – Yes	Lowes- Yes
Machemer – Yes	O'Neil – Yes	Savage – Yes	Silva – Yes	

The motion carried 9-0-0 and the board returned to public session at 9:45PM. (00:32:35)

MOTION: Ms. Lowes motioned to seal the Non-Public minutes by reason that the divulgence would likely affect adversely the reputation of someone other than a member of the board; seconded by Mrs. Kiszka. The motion passed 9-0-0.

Results of the Board Poll:

Boyle – Yes	Dubé – Yes	Farah – Yes	Kiszka – Yes	Lowes- Yes
Machemer – Yes	O'Neil – Yes	Savage – Yes	Silva – Yes	

MOTION: Mr. O'Neil motioned to add up to ten temporary full-time positions to assist during the Covid crisis and to allow the Superintendent to take additional steps as necessary to provide for sufficient staffing; seconded by Ms. Lowes. The motion passed 9-0-0.

SCHOOL RE-OPENING PLAN (00:34:53)

Dr. Farah acknowledged that the non-public session was far longer than the Board had anticipated. She stated that due to some staffing issues and bus routing issues (routes not available until September 10, 2020), there would need to be some changes made to the start of the school year.

- September 8, 2020: All grades begin online, remotely.
- September 10, 2020: Elementary and High school students who are in Cohort 2 will physically report to school to begin the blended cohort model.
- September 21, 2020: Middle School students will begin to physically return to school in a blended cohort model.

The Board acknowledged that due to supply/demand/shipping issues, the Chrome Books that were ordered in May and June will likely not be here until the end of September at the earliest. They requested to put the word out to graduated seniors to see if they would be willing to return their Chrome Books. It was also stated that if absolutely no device was available, it could be noted in the Pickup Patrol application that the student is absent

due to lack of access. The teachers will then circle back with students. All this information will also be emailed to families, but the Board felt it was important to announce and address it. Bus routes for Elementary and High School should be available before Thursday, September 10, 2020.

COVID ACCOMODATIONS DETERMINATIONS FOR BOARD ACTION (00:41:15)

There are four reasons that staff could request an accommodation. They are:

- (1) Employee's own disability/medical condition.
- (2) Employee's or family member under their care non-disabling circumstances that place them at high risk.
(2a) Risk for Severe Illness Increases with Age
- (3) Employee's need to care for a child whose school or place of care is closed (or childcare provided is unavailable) for reasons related to COVID-19.
- (4) Employee's fear of contracting COVID-19 without references to any of the above circumstances.

MOTION: Mrs. Silva motioned to allow reasons one through three for accommodation; seconded by Ms. Lowes. The motion passed 8-0-1 (Mrs. Kiszka abstaining).
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CLASS SIZE (00:45:15)

Dr. Cochrane requested that the Board override the class size policy.

MOTION: Mr. O'Neil motioned to override the class size policy up to the state limits; seconded by Mrs. Savage. The motion passed 8-1-0 (Mrs. Silva opposed).
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FOOD SERVICE (00:48:43)

Geoff Dowd, CFO/Business Administrator, presented the food service update stating that the USDA granted the State of NH an Area Eligibility Waiver on August 31, 2020. This waiver will allow all students to receive free breakfast and lunch through December 31, 2020, or until such time as program funding runs out.

The District will open on September 8, 2020. Food Service will operate as follows:

Hybrid Cohort Students will have lunch available on those days when they are in school. Each Wednesday during Hybrid Learning a special pickup will be available between 8:00am and 11:00am at the kitchen doors of the following schools: Atkinson Academy, Danville Elementary, Pollard Elementary, and Sandown North. Remote and Hybrid Students from all schools may participate.

At the Wednesday pickup:

- Hybrid Students will receive three (3) breakfast & three (3) Lunches to cover the days they are remote.
- Remote Only Students will receive five (5) breakfasts & five (5) lunches. - Pickup may be made by parents or guardians.
- Given the District is opening remotely on Tuesday, September 8, 2020, meals will be available at the elementary schools listed above from 8am to 11am.
- Since the Waivers are only available until December 31, 2020 or until funding runs out, Free and Reduced lunch applications should continue to be submitted.
- Please contact Nancy.Pierce@SAU55.net for questions about your student's eligibility

SPECIAL EDUCATION (00:52:03)

Susan Rasicot, Director of Pupil Personnel Services and Special Education gave an update regarding Special Education.

The New Hampshire Department of Education has provided guidance in two specific areas; the Code of Ethics regarding remote learning and a rubric to determine individual in person services. Both materials will be used to consider the best service delivery during. These materials are in addition to the special education process of

reviewing the Individualized Educational Plan along with the 2020 Extended School Year information, and attendance records for both remote learning and extended school year. Teams will update the plans of service to document the individualized component for each student on an educational plan.

Some Special Education students may require a more intensive on-site model of delivery. This intensive level of instruction fits into the current TRSD approved model. The intensive model would include a student attending four days on site with one day (Wednesday) in remote learning. The determination of the specific level of instruction will be the focus of each special education team meeting which will take place during the first thirty days of school (9/8/2020-10/8/2020), although Mrs. Rasicot indicated that outreach to parents is already in process. The teams will determine the level of regression during remote learning, the services that were implemented and determining what the new service delivery will look like in both the delivery of remote learning and on-site services.

Goals are individualized to meet student specific needs. The schedule requirements of both the student and the service provider will need to be considered for scheduling appropriate services. The decisions made will have budget impact by school and for the district. The Extended School Year program was able to provide services using new strategies, which made a difference during our five-week Extended School Year program.

Before moving on in the agenda, Dr. Farah also mentioned that the District needs substitute teachers and that the Board has directed the Superintendent to increase the pay rate for these positions.

DONATION (00:57:42)

Sandown North is in receipt of a \$1200 grant donation to purchase a touchless water bottle refill station. Mrs. Nancy Stafford, Principal of Sandown North Elementary, explained that Physical Education teacher, Mrs. Decristofaro, applied for a grant through the American Heart Association, the Kid's Heart Challenge, last spring.

The Board congratulated Mrs. Decristofaro on a job well done!

MOTION: Ms. Lowes motioned to accept the \$1200 grant for the water bottle refill station; seconded by Mrs. Silva. The motion passed 9-0-0.

ATHLETIC TRAINER CONTRACT (01:00:11)

Angelo Fantasia, Athletic Director, presented the new Access Sports Medicine Contract to the Board. Previously, a question was raised by the Board as to whether the District would need a trainer if the season were cancelled and if that had been addressed in the contract. Subsequently, a COVID-19 provision has been included which gives the District flexibility should we know we are cancelling a season, Access will allow the District to give notice to Access of our cancellation of said season at least 15 days before the payment due date for that season. Those dates are November 15, 2020 for the Winter Season and March 15, 2021 for the Spring Season.

MOTION: Ms. Lowes motioned to approve the Access Sports Medicine Contract for the 2020-2021 school year; seconded by Mrs. Silva. The motion passed 9-0-0.

Mrs. Savage asked for an explanation of how Middle School sports is going to work. When students are in school for their Cohorts, students will be there to go to practice. If a student is unable to get to practice because its not their cohort day, that is ok. For students that are 100% remote, Athletics will work out a schedule with the parents as to when they can come. They are trying to be as flexible as they can. Students can participate regardless of Cohort day. If a student can make all practices, they are more than welcome to do so.

Dr. Cochrane brought the Board's attention to the Executive Summary on Coach Stipends. He encouraged the Board to review and said he agreed with AD Fantasia's recommendation to leave as is.

POLICY JH ATTENDANCE (01:05:05)

Mrs. Silva and Dr. Cochrane explained that the policy was updated to reflect more accurately being engaged in a remote learning environment. Specifically, daily attendance will be taken based on the following criteria:

- Attendance in synchronous instructional lessons
- Viewing asynchronous course-related content
- Work attempted (time and effort)
- Work completed
- All other tasks as assigned by the teacher.

If a student completes all the work assigned for the day, that student should be marked present for the entire day. Conversely, a student who puts in significant time and effort but who does not complete as much work should also be marked present for the full day.

Students who are generally part of a cohorts who are required to quarantine for any reason, can attend remotely and be marked present for that time, under these policy changes.

The Board intends to waive the two-week limitation on policy adaptation and take immediate action to revise the attendance policy. This has been noticed per policy BCB.

MOTION: Mrs. Kiszka motioned to adopt policy JH as presented; seconded by Mrs. Savage. The motion passed 9-0-0.

NHSBA Resolutions (01:11:52)

Dr. Farah indicated that if there is a want to submit one, it needs to be done by Friday, November 6, 2020. She suggested that if anyone has a resolution, to please send it forward and the Board will discuss it.

ADMINISTRATORS REPORT (01:12:08)

Dr. Cochrane thanked everyone for the work, time and effort that has been put in. This has been a significant effort and he acknowledged each of them and their contributions. They are entering this school year with a new respect for the challenges involved all around. They are doing everything they can to expedite things and provide a quality education for each student.

PERSONNEL REPORT (01:16:08)

Dr. Cochrane indicated that there was none in the agenda but thought there was someone they wanted to bring forward. Dr. Farah stated that they can approve them via the same method as they have been doing over the summer, in a remote fashion.

MS-25 (01:18:09)

The MS-25 needs to be signed by Board members. Mr. Dowd indicated that the DOE-25 is available as well.

COMMITTEE REPORTS/REPORTS OF THE SCHOOL BOARD (01:18:47)

Mr. Dowd indicated that he would like to resume the Safety Committee. He and Mrs. Savage will work on getting that group together for a meeting.

Dr. Farah mentioned that one of the ongoing concerns as been with the HVAC systems. An outside firm has been engaged to measure the level of air circulation. The TRSD facilities group has also measured the air circulation at the same time as the contracted firm to verify whether our internal readings are accurate. Although the report is not available yet, anecdotally it looks like we are getting the same readings as the outside firm. TRSD was said to be one of the better school districts in terms of air flow.

Temperature and humidity have been addressed in the school reopening plan that the Board approved. Guidance is available and will be followed should the temperature and humidity get to such a level that its unsafe for students and faculty to be there with masks on.

Mrs. Machemer stated that she and Ms. Allaire were able to connect to schedule some C&A meetings. They are scheduled for September 15 and October 6, 2020. They will then continue monthly.

Mr. O’Neil inquired as to Dr. Metzler’s lawsuit given he has filed a motion for reconsideration. Mr. Boyle indicated that the SAU Board, via their attorney, would be filing a response.

The Energy Committee is also due to meet soon as well. Budget Committee is meeting next week, Mr. Boyle will be attending.

OTHER BUSINESS (01:23:55)

Mrs. Savage indicated that she would like to add some clarification to the August 20, 2020 minutes. Specifically, relative to the following paragraph, which can be found on page four, the clarification she wished to add is denoted in red below.

“Discussion on this topic was lengthy and tense with some Board members advocating for the students, some board members advocating for coaches/teachers and yet others taking the position that if the District, for whatever reason, cannot get these kids into schools for education, *by the end of the fall athletic season or November 1, 2020*, then they should not be out on the playing field. Dr. Cochrane offered that there could be reasons that the schools open remotely that are plan related and not safety related.”

Dr. Cochrane has been working with Mrs. Rasicot to potentially bring in Jane Bergeron, who is the Executive Director of the NH Special Education Association, on a consultant basis to review our Special Education service delivery, staffing, benchmarks, procedures, etc. Dr. Cochrane wishes to bring her on for \$75/hour to a maximum of \$12K-\$15K. He explained that he has used her services before, and the results were very significant. He also stated that Mrs. Rasicot is supportive of this audit being done.

MOTION:	Mr. O’Neil motioned for the board to enter into a consultant agreement with Jane Bergeron for up to \$12K to assess the Special Education services; seconded by Mrs. Kiszka. The motion passed 9-0-0.
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With no other business before the board, Chairman Farah adjourned the meeting at 10:44pm.

Respectfully submitted,

Kat Lancaster
Recording Secretary

Approved by the Board on September 17, 2020.