

TIMBERLANE REGIONAL SCHOOL BOARD MEETING MINUTES

Special Meeting
November 10, 2020
7:00 PM

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 November 5, 2020 Regular Business Meeting of the Timberlane Regional School Board to order at 7:01pm 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 room with other family members in the residence.

Mr. Dubé was present. He was alone in his vehicle and then would be alone in the residence.

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

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

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

Mrs. Machermer was present. She was alone in her office with other family members in the residence.

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

Others Present via Teleconference

Sandy Allaire, Director of Curriculum, Assessment and Professional Learning

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

The Pledge of Allegiance followed roll call.

SCHOOL RE-OPENING PLAN UPDATE (00:03:04)

On October 1, 2020, the Board tasked the Administration to develop and implement a plan to transition to a four day in school model of instruction. Currently Pre-K, Kindergarten and First Grade are on a four-day school model.

On October 15, 2020, the Administration reported to the Board that they reviewed the factors that need to be considered as the District tries to transition to four days. The limiting factors include staffing, accommodations, space restrictions, bus capacity, and the logistics for lunches and snacks. The Administration is continuing to address these factors for a return to school, but it does not appear that they can move to a four day in school model of instruction on December 7, 2020, which is the end of the first trimester. As such, it's anticipated that the District will remain in the current hybrid model through the end of the first semester.

Mrs. Canotas stated that whether or not the metrics allow grades two through five to move to four-day instruction on December 7, 2020, they are still planning to continue the phased in approach that they have been using thus far. The second survey closes tomorrow. The initial survey (was missing 327 responses from the elementary level) indicated fifty-three students wanted to move from remote only to cohort. The Administration needs to make sure that we can accommodate all those students and keep our distancing.

Although the Middle and High Schools cannot return on December 7, 2020, the planning for a four-day return is ongoing and will continue. The original plan had the three models, and so the District continues to look at those different limiting factors to try to determine how they can work around them or if and when they can bring everyone back.

HVAC UPDATE (00:09:38)

At the last meeting, the Board discussed going out for an RFP for the HVAC systems. American Test and Balance came in on Friday. There was quite lengthy discussion as they toured four of the buildings. They reviewed the RFP and they felt that the RFP was not sufficient for their company, or any company, to bid on. Therefore, the consultant has just drafted a new RFP for room air change testing and assessment of air handling equipment. American Test and Balance (using certified technicians) also felt that the testing that was done previously was insufficient to make a determination, based on, whether the systems were up and running at 100% and what the dampers were and various other factors that they needed to know. The result is that the RFP has been rewritten. The District will be looking to do all four hundred and forty rooms in the nine buildings in the four towns. All the HVAC units will be looked at, variable air volume, damper controlling, the number of air changes per hour, to give an idea of where the District stands and then potentially rebalancing these systems. The District is looking for the work to begin as soon as possible after the date of the award. The bidders must be certified by the National Environmental Balancing Bureau, or the Associated Air Balance Council.

Mrs. Kiszka was concerned that the RFP might be written in such a way as only this one company can bid on it. Dr. Cochrane explained that the change was made to make this available and attractive to more people not fewer.

UNPOSTED WORK SESSION (00:15:49)

Dr. Farah made the following statement: On November 4, 2020, the School Board met in a work session with the Administration to discuss personnel matters. As you know, the Board regularly convenes a non-public for such discussions. Unfortunately, I failed to properly post the meeting on 11/4/2020 and I didn't use the District Zoom link, which resulted in the meeting not being open to the public. Although the Board did not make any decisions or take any actions on November 4, 2020, I want to start by apologizing to the public and the other board members for this mistake. Second, I want to publicly recap the meeting discussion in an effort to substantially comply with the law. Lastly, I want to ask the board to formally approve the minutes from that meeting, which contain a notation at the beginning, which acknowledges that the Chair did not convene a proper meeting, but the Board is nonetheless adopting the minutes in the spirit of compliance, and that these substitute minutes, shall be available to the public as soon as the Board approves these minutes.

Dr. Farah then read the minutes from November 4, 2020.

MOTION:	Mr. Boyle motioned to accept the apology from the Chair for failing to properly post and convene a non-public meeting, to accept the public process tonight proposed by the Chair as a substitute for the meeting on 11/4/2020 which was not held in public, and to affirm that the Board will not conduct any such future meetings without proper notice to the public in accordance with RSA 91-A ; seconded by Ms. Lowes. The motion passed 3-0-4. (Mr. Dubé, Dr. Farah, Mrs. Machemer & Mrs. Silva abstained.)
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APPROVAL OF MINUTES (00:21:22)

The board reviewed the minutes from November 4, 2020:

MOTION:	Ms. Lowes motioned to accept the 11/4/2020 minutes as written; seconded by Mrs. Kiszka. The motion passed 4-0-3. (Mr. Dubé, Mrs. Machemer & Mrs. Silva abstained.)
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Mrs. Silva requested a revote on the previous motion because she thought the first vote was about the minutes. Ultimately, it was decided that the vote would stand since it passed.

Dr. Farah let the Board know there would be a non-public meeting on Wednesday, November 18, 2020.

With no other business before the board, Chairman Farah adjourned the meeting at 7:24PM.

Respectfully submitted,

Kat Lancaster
Recording Secretary

Approved by the Board on November 19, 2020.