

*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/2020-21/06%2024%202021%20Meeting/Agenda%20Packet%2006%2024%2021.pdf>*

**TIMBERLANE REGIONAL SCHOOL BOARD
MEETING MINUTES**

**Regular Business Meeting
June 24, 2021
7:00PM**

**Performing Arts Center
40 Greenough Road
Plaistow, NH**

Call to Order

Chairman Farah called the June 24, 2021 meeting of the Timberlane Regional School Board to order at 7:00PM and then led the assembly in the Pledge of Allegiance.

Board Members Present

Kelly Bowes, Brian Boyle, Kimberly Farah, Steven Finnegan, Amy Gentile, Barbara Kiszka, and Shawn O’Neil, and Kristin Savage (arrived late).

Seated at the Board Table

Dr. Brian Cochrane, Interim Superintendent of Schools
Christopher Kellan, Assistant Superintendent of Schools

Others Present

Lucy Canotas, Director of Elementary Curriculum (K-5)
Mark Pedersen, Director of Secondary Curriculum (6-12)
Maria Watkins, CFO/Business Administrator, Timberlane

APPROVAL OF MINUTES (00:00:)

The board reviewed the public minutes of the June 3, 2021 regular business meeting:

MOTION: Mrs. Kiszka motioned to accept the June 3, 2021 minutes as written; seconded by Miss Bowes. The motion passed 7-0-0.

The board reviewed the minutes of the April 15, 2021 non-public meeting:

MOTION: Miss Bowes motioned to accept the April 15, 2021 non-public minutes as written; seconded by Ms. Gentile. The motion passed 7-0-0.

The board reviewed the minutes of the May 6, 2021 non-public meeting:

MOTION: Mr. Finnegan motioned to accept the May 6, 2021 non-public minutes as written; seconded by Mr. O’Neil. The motion passed 7-0-0.

The board reviewed the minutes of the June 3, 2021 non-public meeting:

MOTION: Mr. Finnegan motioned to accept the June 3, 2021 non-public minutes as written; seconded by Miss Bowes. The motion passed 7-0-0.

The board reviewed the minutes of the June 17, 2021 non-public meeting:

MOTION: Mr. Finnegan motioned to accept the June 17, 2021 non-public minutes as written; seconded by Mr. O’Neil. The motion passed 6-0-1 (Boyle abstaining).

DELEGATES & INDIVIDUALS (00:01:27)

Emily Hammay, of Plaistow, spoke about masking and how it should be optional moving forward.

Jim Sierpien, of Plaistow, also spoke about masking and small children. He asked that the Board let kids be kids and to drop any further mask mandates.

Rose Love, of Danville, re-explained her personal reasons for moving into the area and urged the Board to consider the values of the parents. She said she wouldn't enroll her students in the district because she doesn't feel listened to or respected.

SCHOOL RE-OPENING UPDATE: (00:11:50)

The Board briefly discussed the current masking policy is no masks inside or outside so long as the number of active cases in Rockingham County is below 50. Mr. Pederson stated that NH DHHS is not reporting in Green, Yellow or Red and that the Administration determined that Green would be 0-50 active cases, with no masks and no social distancing. Yellow would be 51-100 cases and that would be masks OR three-foot distancing. Red would be over 100 active cases in Rockingham County and that would be masks OR six-foot distancing.

FACILITIES UPDATE (00:13:40)

Mrs. Watkins stated that there was only one bid for the HVAC systems. The Administration plans to meet with the company who bid the job on 6/28/2021, to go through the equipment and to review the requirements for the ESSR Funds.

DESIGNATION OF UNENCUMBERED FUNDS (00:15:12)

The Board reviewed an Executive Summary dated June 17, 2021, for FY 2021-2022 Encumbrances in the amount of \$271,500.

MOTION: Mr. O'Neil motioned to encumber \$271,500, seconded by Mr. Boyle.
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AMENDED MOTION: Mr. O'Neil motioned to encumber \$271,500 and to encumber \$225,000 for the boilers that were encumbered in FY2021; seconded by Mr. Boyle. The motion passed 8-0-0.
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SAU 106 ORGANIZATIONAL CHART (00:17:00)

The Board reviewed the new organizational chart dated 6/24/2021.

MOTION: Mr. O'Neil motioned to approve the SAU 106 Organizational chart as presented on June 24 th by the Superintendent; seconded by Mrs. Savage. The motion passed 8-0-0.

BUSINESS CURRICULUM (00:19:30)

MOTION: Mrs. Savage motioned to accept HR Unit 1 (Behavior, Collaboration and Performance), HR Unit 2 (Communication, Collaboration and Conflict), HR Unit 3 (Leading an Organization), Intro Bus Unit 1 (Entrepreneurship and the Economy), Intro Bus Unit 2 (Management Resources), PMM Unit 1 (Money), PMM Unit 2 (Banking and Other Financial Institutions) for second read; seconded by Mrs. Kiszka. The motion passed 8-0-0.

SUSPENSION AUTHORIZATION (00:19:54)

MOTION: Mrs. Savage motioned to authorize the Superintendent and his designee to continue the suspension of a student for a period in excess of ten school days as provided for in RSA 193:13(b); seconded by Mr. Finnegan. The motion was not voted on.

The motion was tabled until such time as more recent policies could be reviewed for possible conflicts. Mr. Finnegan will review and come back to the Board in July.

FEDERAL FUNDING AUTHORIZATION (00:22:30)

MOTION: Mrs. Savage motioned to authorize the Superintendent, Assistant Superintendent, and Business Administrator to apply for and receive on behalf of the district federal and state grants and funding and to file such authorization with the NH Department of Education; seconded by Mr. O'Neil. The motion passed 8-0-0.

SUMMER HIRING PROCESS (00:23:15)

MOTION: Mr. Boyle motioned that, for the summer, three board signatures will be required through PandaDoc; seconded by Mrs. Kiszka. The motion passed 8-0-0.

MOTION: Mrs. Kiszka motioned to approve the Timberlane plan for the Safe Return to In-Person Instruction and Continuity of Services; seconded by Mr. Finnegan. The motion passed 6-0-2 (Boyle & O'Neil abstaining).

MOTION: Mr. O'Neil motioned to authorize the Board to sign the application of membership agreement for SAU 106 for Health Trust; seconded by Mrs. Savage. The motion passed 8-0-0.

POLICIES (00:35:11)

MOTION: Mrs. Kiszka motioned to accept policies CF (School Building Administration), CFA (Individual School Administrative Personnel), CFA-R (Duties of the Principal), CFB (Evaluation of Building Principals), CH (Policy Implementation), CHCA (Approval of Handbooks and Directives), CLA (Treatment of Outside Reports) and CM (School District Annual Report) for first read; seconded by Mr. O'Neil. The motion passed 8-0-0.

SUPERINTENDENT'S GOALS (00:36:14)

Mrs. Kiszka asked for the following to be added:

Improved communication with three items –

1. Cadence: weekly or monthly communication so that not every communication is urgent or bad news.
2. Accountability: all communication from the Superintendent's office is signed by an individual with contact info.
3. Connection with Students: offering student spotlights or congratulations.

Mr. Finnegan requested that "Work with Assistant Superintendent to develop goals for the school year." Be added to Goal 2.

MOTION: Miss Bowes motioned to approve the Superintendent's Goals with the changes that were discussed; seconded by Mr. Finnegan. The motion passed 8-0-0.

SCHOOL BOARD MEETING LOCATION (00:42:51)

The next meeting will be at the PAC on July 15 2021.

ADMINISTRATORS REPORT (00:44:33)

The Board briefly discussed an annual enrollment update and then discussed committee updates. The Energy Committee is looking for a roof report. Dr. Cochrane believes that Mr. Fournier is looking into that. Mrs. Savage spoke about the Middle and High School graduations. Kudos given to all staff and students involved! Dr. Cochrane also gave an overview of the year and spoke very highly of the staff for all they did throughout the year to pull it all together during a very difficult time. Mrs. Savage thanked Mr. Zanello and Mr. Rugeletti and all who memorialized all the events on film. Mr. Finnegan thanked the parents for all their hard work in making this a successful year. Dr. Farah thanked the bus drivers, substitute teachers, pandemic floaters, administrative assistants, facilities, food service workers, TTA & TTSU.

The Board also welcomed Mr. Kellan as the new Assistant Superintendent. This is the last meeting as SAU 55.

Dr. Farah announced the professional nominations previously voted on by the Board:

Megan Melendy (TRMS Math Enrichment Teacher), Angela Kinson (TRMS Math Teacher), Isabelle Carter (TRHS English Teacher), Joanne Hamor (Pollard Special Education Teacher), Suzanne Thibault (Pollard Elementary Art Teacher), McKenna Reese (Occupational Therapist), Shelby Hall (STEAM, TRMS), and Lauren Beliveau (ELA, TRMS).

Administrative Nominations:

Patrice Liff for Principal, Early Learning Center, Sandown Central

Administrative Re-Nominations:

Jennifer Puchlopek (Curriculum Coordinator), Jennifer Mitchison (Assistant Principal, TRHS), Timothy Guanci (Assistant Principal, TRMS) & Laurie Bailey (Science Teacher, TRHS)

MOTION: Mrs. Kiszka motioned to accept the nomination of Stephanie Riese (.5 Pre-K Teacher, Atkinson Academy) and Judith Winters (School Counselor, TRHS); seconded by Mr. O’Neil. The motion passed 8-0-0.

MOTION: Miss Bowes motioned to accept the nomination of Michael Feeley (Custodial and Facilities Supervisor TRSD); seconded by Mr. Finnegan. The motion passed 8-0-0.

The Board previously accepted the resignations of Paula Marini (Intensive Needs teacher, TRHS), David Niemaszyk (Life Science Teacher, TRHS), Larissa Smith (Math Teacher TRHS), and Zachary Champion (School Counselor).

MOTION: Mr. Finnegan motioned to go into non-public under 91-A:3, Paragraph II (A) The dismissal, promotion or compensation or disciplining of any public employee and (C) matters which, if discussed in public, would likely affect adversely the reputation of any person; seconded by Mrs. Savage. The motion passed 8-0-0.

The Board was polled:

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

The motion carried 8-0-0 and the Board entered nonpublic session at 8:15PM.

MOTION: Ms. Bowes motioned to exit the non-public meeting; seconded by Mrs. Savage. The motion passed 7-0-0. (Mr. Finnegan had left earlier.)

The Board was polled:

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

The motion carried 7-0-0 and the board re-entered public session at 9:55PM.

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 Miss Bowes. The motion passed 6-0-0. (Mr. Boyle had left earlier.)
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Dr. Farah announced that the Board approved the nomination of Dan Woodworth for Assistant Principal of TRMS.

With no other business before the board, Chairman Farah adjourned the meeting at 10:08PM.

Respectfully submitted,

Kat Lancaster
Recording Secretary

Approved by the Board on 8/5/21.