

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://livestream.com/TRSD/TRSB/videos/196577681>
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%2fSCH%20OOL%20BOARD%20MEETING%20AGENDA%20MATERIALS%2f2019%2d20%2f09%2019%202019%20Meeting&FolderCTID=&View=%7b8B0F59BE%2dD93D%2d4E49%2d9509%2dA6F7531FCCAB%7d>

TIMBERLANE REGIONAL SCHOOL BOARD MEETING MINUTES

Regular Board Meeting
September 19, 2019
7:00PM

SAU Office
30 Greenough Road
Plaistow, NH

Call to Order (00:08:18)

Chairman O'Neil called this September 19, 2019 meeting of the Timberlane Regional School Board to order at 7:07pm with a moment of silence for the troops that put themselves in harm's way, followed by the Pledge of Allegiance.

Board Members Present

Brian Boyle, Kimberly Farah, Sheila Lowes, Shawn O'Neil, and Jennifer Silva. Absent: Lee Dubé, Sarah Machemer Kristin Savage, and Susan Sherman.

Seated at the Board Table

Dr. Earl Metzler, Superintendent of School
Kyle Duffy, Student Representative

Administrators Present

Listed on last page

Approval of Minutes (00:09:40)

The board reviewed the meeting minutes of the September 5, 2019 regularly scheduled board meeting.

MOTION: Mrs. Silva motioned to approve the September 5 th public meeting minutes; seconded by Mr. Boyle. The motion passed with corrections 5-0-0.
--

The board reviewed the nonpublic meeting minutes of July 25, 2019.

MOTION: Mr. Boyle motioned to approve the sealed nonpublic session I minutes of September 5 th ; seconded by Dr. Farah. The motion passed 5-0-0.
--

MOTION: Mrs. Silva motioned to approve the nonpublic session II minutes of September 5 th ; seconded by Dr. Farah. The motion passed 5-0-0.

STUDENT REPRESENTATIVE (00:18:19)

Student Representative Kyle Duffy provided an update on school activities (9/11 remembrances, athletic events, assemblies, Monday Morning Meetings, college fair, and Spirit Week).

DELEGATES AND INDIVIDUALS (00:26:28)

Connor Pelletier, Cayden Pelletier, Jake Murphy, Cam Ingraham spoke to the hockey program citing their desire to play for a Varsity team and not a Junior Varsity team.

Michelle Murphy and Kristi Pelletier spoke to the hockey program and requested an informational meeting be held with hockey parents. Chairman O'Neil recommended a meeting be held with Mr. Woodworth, Mr. Fantasia, Dr. Metzler and himself along with hockey parents and to make report back to the board on how it went.

TTA President Ryan Richman and Vice President Coral Hampe spoke to advocating for small class sizes and small SPED caseloads, viewing students as individuals with needs and not as budget numbers, being understaffed, concerns about further staff cuts, and stresses felt by educators due to increases in student needs.

Board members spoke to class size being on the agenda resultant of TTA concerns raised at the last meeting, acting on staffing recommendations of administration only, staffing information being taken out of content,

generous efforts made in the TTA CBA negotiation process, pink slipping of teachers by administration and not the board, the need for the TTA to communicate with administrators.

CURRENT BUSINESS

ATHLETIC DEPARTMENT UPDATE (01:00:50)

Athletic Director Angelo Fantasia presented a breakdown of monies spent by sport using last year's estimates, as well as a uniform/equipment replacement schedule.

Discussion ensued on volleyball team expenses by gender, shared team supplies, netting replacement plans, anticipated pitching machine and bleachers purchase, and uniform replacement protocol for gymnastics and swim.

TRANSPORTATION UPDATE (01:07:31)

Transportation Coordinator Sandra Hodgkins provided an update on transportation progresses made since the opening of school as it relates to combining some middle and high school bus routes, traffic pattern changes made to accommodate new bus arrival and departure times, impressive rider time savings, the ongoing collection of data regarding bus stops and times, receiving very few parent complaints about the new routes, and on the FirstView app limitations.

Discussion ensued on the changes in bus routes working positively for the benefit of the majority of students, FirstView app issues due to WiFi and data limitations in the area, commendations for personalizing student transportation while continually making adjustment as needed and reminding parents to use the Timberlane app as well as updating student information online.

ENROLLMENT/CLASS SIZE (01:29:40)

Director of Curriculum, Assessment and Professional Learning Sandra Allaire presented both enrollment and class size data for grades pre-k through 12 and the master schedule of classes by enrollment for the high school noting two classes at Atkinson Academy that have exceeded the class size limit by one student each (full day K and grade 1) and that additional staff support has been added to both classrooms. She requested the board consider waiving the class size policy to allow 21 students for each of those classes (policy allows for 20 each).

MOTION: Ms. Lowes motioned to waive policy (IIB) to allow 21 students in the full day kindergarten and first grade classrooms as presented; seconded by Mrs. Silva. The motion passed 5-0-0.

Mrs. Allaire then spoke to the NESDEC enrollment projections report being on schedule for NESDEC review once official October 1 enrollment numbers are determined.

Discussion ensued on class size comparison to other district schools (determined by town enrollment numbers), adjustments and efforts made at each building level to ensure evenly divided classrooms and teams when possible, reduction from four teams to three at the middle school due to enrollment and reductions in staff by way of attrition, the Program of Studies development and review timeline as well as the many factor associated with course scheduling at the high school level resulting in manual changes and adjustments (student preferences and priorities, flexibility issues with working students, teacher availability, band student accommodations), the effects of larger classrooms on individual attention provided to students, the lack of Advanced Placement options as well as enrollees into those programs, lack of enrollees in the engineering design classes, the need to get students up to speed in computer science and coding, Project Lead the Way and College Board recommendations to offer both AP and engineering courses, required math courses and the large class sizes of the courses that prepare students for them, targeting students earlier to encourage them to take AP courses, and providing the board information relative to VLACS and the Evening Division Program at a future meeting.

POST-EMPLOYMENT BENEFITS LIABILITY (02:03:09)

CFO/Business Administrator Geoff Dowd presented post-employment benefits information for fiscal year ending June 30, 2019 (\$251,493) as well as projected maximum exposure estimates for fiscal year ending June 30, 2020 (\$2,949,058) noting the calculations reflect separation costs, not just retirement incentive amounts.

Discussion ensued on the disability bank balance (not a post-employment benefit), the sample retirement/separation estimate samples provided, and Timberlane specific costs associated with SAU post-employment benefits.

MOTION: Dr. Farah motioned to direct the Superintendent to provide the School Board Chair the Timberlane portion of the compensated absences and outstanding liabilities of the SAU as well as retirement incentive liabilities as of June 30, 2019; seconded by Ms. Lowes. The motion passed 5-0-0.

Clarification was made that the information be provided to the chairman by Friday of the following week (September 25, 2019).

MOTION: Ms. Lowes motioned a salary line detail report for July 1, 2019 to June 30, 2020, including supplementals such as stipends and certificates be provided to the board; seconded by Mrs. Silva. The motion passed 5-0-0.

Discussion ensued on clarification of the request (the need to update over 500 budget lines, including stipends, providing the same report as last year, the as requested not tying out to the budget, providing the report by position with additional costs and Chairman O'Neil serving as the point person on the report.

Discussion then ensued on the proposed 2020-21 school board budget and, by general consent, adding \$100k to the *other board services* line to cover the SAU withdrawal transition costs.

SUPERINTENDENT'S GOALS (02:32:29)

Dr. Metzler presented his proposed goals for the 2019-20 year noting the current practice is to present the Timberlane goals to the Timberlane Board, the Hampstead goals to the Hampstead Board, then the combined goals to the SAU Board for final approval as it will be the SAU Board who conducts the Superintendent's evaluation.

Discussion ensued on adding SAU goals, goals associated with the strategic plan, the Superintendent's goals mirroring the school board goals, soliciting feedback from the board by way of the Chairman, and placing the item on the next meeting's agenda.

SCHOOL BOARD GOALS (02:45:14)

Board members reviewed their goals noting additions and changes made from the last board meeting.

MOTION: Chairman O'Neil motioned to approve the School Board goals as presented; seconded by Dr. Farah.

Discussion ensued on adding a goal #3 to develop a 5-year facilities plan with a spend rate of \$2million per year for facilities improvements and a goal #4 to create a proposal for solar engineering on district buildings to the Facilities goals list.

MOTION TO AMEND: Dr. Farah motioned to amend the motion by adding goals #3 and #4 to the plan as discussed; seconded by Mrs. Silva. The motion passed 5-0-0.

VOTE ON THE NEWLY AMENDED MOTION: The motion passed 5-0-0.

WARRANT ARTICLE PROCESS (02:52:48)

Board members reviewed the legal calendar outlining deadlines and dates of important annual meeting items as well as a draft warrant and noted they would begin the warrant development process in the near future.

ADMINISTRATOR'S REPORT (02:54:31)

Dr. Metzler presented materials in board packets (executive summaries for staffing update relative to unfilled positions, and bullying update on stats), on receipt of a \$500 donation he accepted on behalf of the district from

the Atkinson Women’s Civic Club for use in the Peer to Peer Substance Abuse program, on an advertising request he received with his recommendation to discuss the matter in nonpublic session, and on the upcoming NEASC visit as part of the high schools accreditation process.

PERSONNEL REPORT

None

COMMITTEE REPORTS/REPORTS OF THE SCHOOL BOARD (02:58:31)

Updates were provided on the Budget Committee meeting (no quorum), resurrecting a facilities team for addressing the PAC wall, college fair, withdrawal plan, TSSU negotiations, EEE spraying with a request a written plan be developed on the matter, and student parking at Collins Field in Atkinson (no longer allowed).

Discussion ensued on the student parking issue, on creating new parking spaces along the powerlines at the school where the trees were removed, a site plan review and the costs associated with it, and the need to include student parking in a 5-year facilities plan.

CORRESPONDENCE FOLDER

Board correspondence was distributed to board members electronically.

VENDOR AND PAYROLL REGISTERS

Check registers were reviewed and signed.

OTHER BUSINESS

None

NONPUBLIC SESSION – REPUTATION (03:17:51)

MOTION: Dr. Farah motioned the board go into nonpublic session under RSA 91-A:3, paragraph II (c) matters which, if discussed in public, would likely affect adversely the reputation of any person; seconded by Ms. Lowes.

The board was polled: Boyle – yes Lowes – yes Silva – yes
Farah – yes O’Neil – yes

The board entered nonpublic session at 10:17pm.

MOTION: Ms. Lowes motioned the board exit nonpublic session; seconded by Mr. Boyle.

The board was polled: Boyle – yes Lowes – yes Silva – yes
Farah – yes O’Neil – yes

The board entered public session at 10:33pm.

Chairman O’Neil adjourned the meeting at 10:34pm.

Respectfully submitted,
Catherine Belcher
Recording Secretary

Approved by the Board on October 3, 2019.

Administrators and Union Representation Present at the Meeting:

- Mrs. Sandra Allaire, Director of Curriculum, Assessment and Professional Learning
- Mr. Geoff Dowd, CFO/Business Administrator
- Mr. Angelo Fantasia, Director of Athletics
- Mr. Ken Henderson, Director of Technology
- Mrs. Sandra Hodgkins, Transportation Coordinator
- Mr. Mark Pederson, Director of Secondary Curriculum (6-12)
- Mr. Don Woodworth, Principal of TRHS
- Mr. Ryan Richman, President of the Timberlane Teachers Association
- Ms. Coral Hampe, Vice President of the Timberlane Teachers Association