

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/375459942>
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%2f11%2021%202019%20Meeting&FolderCTID=&View=%7b8B0F59BE%2dD93D%2d4E49%2d9509%2dA6F7531FCCAB%7d>

**TIMBERLANE REGIONAL SCHOOL BOARD
MEETING MINUTES**

**Regular Board Meeting
November 21, 2019
7:00PM**

**SAU Office
30 Greenough Road
Plaistow, NH**

Call to Order (00:00:12)

Chairman O’Neil called this November 21, 2019 meeting of the Timberlane Regional School Board to order at 7:03pm 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, Lee Dubé, Kimberly Farah, Sarah Machemer, Shawn O’Neil, Susan Sherman, and Jennifer Silva (7:32pm). Absent: Sheila Lowes and Kristin Savage.

Seated at the Board Table

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

Administrators Present

Listed on last page

Approval of Minutes (00:01:39)

Board members reviewed the meeting minutes of November 7, 2019.

MOTION:	Dr. Farah motioned to approve the November 7, 2019 public meeting minutes; seconded by Mr. Dubé. The motion passed 6-0-0.
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MOTION:	Dr. Farah motioned to approve the November 7, 2019 nonpublic meeting minutes; seconded by Mr. Boyle. The motion passed 6-0-0.
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STUDENT REPRESENTATIVE (00:04:57)

Student representative Kyle Duffy provided an update on school/district events (AA Lip Sync, DES Title One open house, PS French Club visit, SN Scholastic Book Fair, TLC Grandparent’s/Special Guest Day, TRMS Team Discovery scavenger hunt, TRHS NEASC visit, Best Buddies, craft and vendor sale, and athletics and performing arts).

DELEGATES AND INDIVIDUALS (00:08:49)

Brianne Cazaray-Biros of Atkinson spoke to the recent change in graduation gowns and the process used to facilitate the change.

TRHS Student Senate President Eli Duffy of Sandown also spoke to the recent change in graduation gowns.

Board members requested an executive summary on the rationale behind the change.

CURRENT BUSINESS

EDUCATION WEEK ESSAY CONTEST WINNERS (00:18:36)

Essay contest winners Charlotte Strickler (grade 2), Gavin Cudmore (grade 5), Madison McFadden (grade 7) and Laura Hills (grade 10) read aloud their essays on who inspires them at school. (Mrs. Silva entered the meeting at 7:32pm.) Each student received a framed certificate and gift card to Barnes and Nobles.

Chairman O’Neil recessed the meeting from 7:39pm-7:45pm.

PROGRAM OF STUDIES (00:38:41)

Director of Secondary Curriculum 6-12 Mark Pedersen presented the 2020-21 Program of Studies and provided

an overview of the changes made in the proposed program (design, dual enrollment language, and course changes in Art, Business, English/World Language, FACS, Music, Engineering, Science, Social Studies, and Computer Science). As C&A Committee Chair, Sue Sherman spoke to alternating course offerings by even and odd years in an effort to fill up the engineering classes as well as on the modernization of the computer science courses.

MOTION: Mrs. Sherman motioned to accept the first read of the 2020-21 Program of Studies and move it on to second read; seconded by Mrs. Macheimer.

Discussion ensued on prerequisites to the computer science courses in rotation, replacement courses, Microsoft Office Essentials, cybersecurity courses, computer language courses, state certification requirements for instructors, physical education credit requirements, applying sports activity towards those credits, decreasing the PE credit requirement and increasing technology credit requirements, unified PE and NEASC's support of the program, and consideration to make changes to graduation requirements for school year 2021-22 by way of the C&A Committee.

VOTE: The motion passed 7-0-0.

COMPUTER SCIENCE CURRICULUM (01:10:26)

Mr. Pedersen presented changes to the computer science program (course descriptions, course units, and there being no budgetary impact with the changes).

Discussion ensued on the excitement around the computer science program and the abilities of the teacher and the noted prerequisite to the Intro to Computer Science course.

MOTION: Dr. Farah motioned to approve the computer science curriculum as presented; seconded by Mrs. Macheimer. The motion passed 7-0-0.

PPS/SPED IN-HOUSE PROGRAM UPDATE (01:22:16)

Director of Pupil Personnel and Student Services Susan Rasicot presented on the Compass Behavior Interventions program slated to begin January 2020. The program is designed to bring back some of the out-of-district placed students. She spoke to applied behavior analysis, the Pollard School team, staffing requirements, the capacity of the program and cost savings.

Discussion ensued on the voice of the typical student, addressing the needs of children born to opioid-addicted parents, and providing the board an update in the spring.

BUDGET (01:41:10)

CFO/Business Administrator Geoff Dowd presented fourth drafts of the 2020-21 proposed and 2020-21 default budgets reflecting a proposed budget of \$74,856,144 and default budget of \$72,461,557.

Discussion ensued on default budget lines (technology plan replacement equipment, access fees, insurance, repair and maintenance, workers compensation, other professional services, more stringent water testing, custodial salaries, number of custodians, and building operation costs) as well as district clerk stipend, adequacy aid, and posting monthly financial statements.

WARRANT ARTICLES (02:17:32)

Board members reviewed the draft warrant noting an article drafted to address cost items on all three CBAs. Discussion ensued on capital reserve fund amounts, drafting a separate article to raise \$1.5million should the proposed budget fail, and meeting with Plaistow town manager and engineers regarding potable water to the Timberlane campus.

POLICIES (02:45:41)

Board members reviewed policies BBBF STUDENT MEMBER OF THE SCHOOL BOARD and JIBB STUDENT LIAISON TO THE SCHOOL BOARD.

MOTION: Dr. Farah motioned to approve policies BBBF and JIBB for first read; seconded by Mr. Dubé. The motion passed 7-0-0.

ADMINISTRATOR’S REPORT (02:48:50)

Dr. Metzler spoke to materials in board packets (raw assessment data, executive summaries on staffing and union meetings, SAU83 request to tuition Fremont students to Timberlane, and the annual senior tea at TRMS).

Discussion ensued on the request from SAU83 and the board’s position to consider the request further at the interest of SAU83.

Dr. Metzler informed the board of the establishment of a high school scholarship fund in the name of Alex Smith, of a scheduled public hearing on December 5th to receive a \$23K donation to that fund, and of the required action of the board to establish the scholarship fund.

MOTION: Mrs. Sherman motioned to approve the establishment of the Alex Smith Scholarship Fund; seconded by Mrs. Machermer. The motion passed 7-0-0.

Dr. Metzler then presented a TRMS student trip to Quebec planned for April 2020.

MOTION: Dr. Farah motioned to approve the student trip to Quebec; seconded by Mr. Dubé. The motion passed 7-0-0.

Dr. Metzler then shared information about an international cybersecurity competition in which three TRHS students were ranked #1 in NH and #13 of 88 worldwide teams, and on a leak at Atkinson Academy.

PERSONNEL REPORT (03:03:42)

Dr. Metzler presented his recommendation to nominate Danielle Stoodley to the TRHS Math Interventionist position.

MOTION: Mr. Boyle motioned to nominate Danielle Stoodley as TRHS Math Interventionist; seconded by Mrs. Sherman. The motion passed 7-0-0.

COMMITTEE REPORTS/REPORTS OF THE SCHOOL BOARD (03:04:36)

Board members reported on respective committees (Withdrawal – plan approved by the BOE; Facilities – core group working on TRHS proposal for improvements, Wellness – meeting scheduled for 12/5, CIP – meeting still in works, and Safety).

CORRESPONDENCE FOLDER

None

VENDOR AND PAYROLL REGISTERS

Check registers were reviewed and signed.

OTHER BUSINESS (03:07:53)

Chairman O’Neil spoke to policy BDE and the requirement to have two SLT and two board members present to convene a board committee meeting, the difficulty this poses to those committees, and a recommendation to modify the policy to require only one SLT and one school board member be required. Board members agreed and forwarded the policy to the Policy Committee for revision.

NONPUBLIC SESSION –PERSONNEL MATTERS AND SECURITY

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, and (i) consideration of matters relating to the preparation for and the carrying out of emergency function, to prevent widespread injury; seconded by Mr. Dubé.

The board was polled: Boyle – yes Machemer – yes Sherman – yes

Dubé – yes
Farah – yes

O'Neil – yes

Silva – yes

The board entered nonpublic session at 10:23pm.

MOTION: Mrs. Sherman motioned the board exit nonpublic session; seconded by Chairman O'Neil.

The board was polled: Boyle – yes Macheimer – yes Sherman – yes
Dubé – yes O'Neil – yes Silva – yes
Farah – yes

The board entered public session at 10:48pm.

MOTION: Mrs. Silva motioned to seal the minutes based on the divulgence of the subject matter would likely affect adversely the reputation of someone other than a board member and that the subject matter pertains to the preparation for the carrying out of emergency functions ; seconded by Mrs. Sherman.

The board was polled: Boyle – yes Macheimer – yes Sherman – yes
Dubé – yes O'Neil – yes Silva – yes
Farah – yes

The motion to seal passed 7-0-0.

Chairman O'Neil adjourned the meeting at 10:49pm.

Respectfully submitted,

Catherine Belcher
Recording Secretary

Approved by the Board on December 5, 2019.

Administrators and Union Representation Present at the Meeting:

Mr. Doug Blay, Principal at Pollard School

Mrs. Kathie Dayotis, Principal of Atkinson Academy

Mr. Geoff Dowd, Business Administrator

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

Mrs. Susan Rasicot, Director of PPS and Student Services

Mr. Daniel Woodworth, Student Services Coordinator

Mr. Donald Woodworth, Principal at Timberlane Regional High School

Mrs. Diane Gagnon, Representative of the Timberlane Teachers Association