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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%2007%202019%20Meeting&FolderCTID=&View=%7b8B0F59BE%2dD93D%2d4E49%2d9509%2dA6F7531FCCAB%7d>

TIMBERLANE REGIONAL SCHOOL BOARD MEETING MINUTES

Regular Board Meeting
November 7, 2019
7:00PM

SAU Office
30 Greenough Road
Plaistow, NH

Call to Order (00:00:10)

Chairman O'Neil called this November 7, 2019 meeting of the Timberlane Regional School Board to order at 7:02pm 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 (7:18pm), Sheila Lowes, Sarah Machemer, Shawn O'Neil, Kristin Savage (7:04pm), Susan Sherman, and Jennifer Silva.

Seated at the Board Table

Susan Rasicot, Director of Pupil Personnel Services
Kyle Duffy, Student Representative (7:41pm)

Administrators Present

Listed on last page

Approval of Minutes (00:01:37)

(Mrs. Savage entered the meeting at 7:04pm). The board reviewed the meeting minutes of the October 28, 2019 regularly scheduled board meeting.

MOTION: Mr. Boyle motioned to approve the October 28th public meeting minutes; seconded by Mrs. Savage. The motion passed 6-0-2 (Mr. Dubé and Mrs. Sherman abstained).

The board reviewed the sealed nonpublic session I minutes of October 28, 2019.

MOTION: Mr. Boyle motioned to approve the October 28th nonpublic session I sealed meeting minutes; seconded by Mrs. Savage. The motion to approve with changes passed 6-0-2 (Mr. Dubé and Mrs. Sherman abstained).

The board reviewed the nonpublic session II minutes of October 28, 2019.

MOTION: Ms. Lowes motioned to approve the October 28th nonpublic session II meeting minutes; seconded by Mrs. Silva. The motion passed 6-0-2 (Mr. Dubé and Mrs. Sherman abstained).

STUDENT REPRESENTATIVE

Tabled to later in the meeting.

DELEGATES AND INDIVIDUALS

None

CURRENT BUSINESS

RATIFICATION OF TSSU CBA (00:11:02)

Copies of the red-lined proposed agreement were distributed to the board. On behalf of the negotiating team (Brian Boyle, Kim Farah and Sarah Machemer), Mr. Boyle provided a summary of the negotiated changes to the TSSU collective bargaining agreement (added *just cause* language, wage increases over next three years, health and dental insurance benefits increased to match teacher benefits, increase in service recognition, and overall financial impact for years 2021-2023 totaling \$780,206).

MOTION: Mr. Boyle motioned to ratify the TSSU agreement and place it on the March 2020 ballot; seconded by Ms. Lowes. The motion passed 8-0-0.

ELEMENTARY ACTION PLANS (00:15:00)

(Dr. Farah entered the meeting at 7:18pm.) TLC at Sandown Central Principal Jen Marino presented the school's action plan reflections for 2018-19 (early literacy benchmarks, developing positive learning environments, building a strong school climate, staff and student viewpoints) and goals for the 2019-20 school year (early literacy benchmarks, captivate and care initiatives, continuing to build a strong school climate).

Discussion ensued on play-based kindergarten, the school's improvements since Mrs. Marino's employment, and on the upcoming presentation on assessment data.

Sandown North Principal Nancy Stafford and Assistant Principal Meghan Guanci presented the school's action plan reflections for 2018-19 (math benchmarks, teaching and learning initiatives, and culture and climate) and goals for the 2019-20 school year (math benchmarks, teaching and learning initiatives with regard to engaging students, STEAM activities, professional development, and culture/climate and social emotional).

Pollard Principal Doug Blay and Assistant Principal James Pelletier presented the school's action plan reflections for 2018-19 (math benchmarks, positive learning environment) and goals for the 2019-20 school year (math benchmark, improving effective teaching and learning practices, and improve writing skills).

Discussion ensued on teaching resources (Teacher Guide to Trauma) that will be shared by teachers and paraeducators alike.

Danville Elementary Interim Principal Brian Shawley and Assistant Principal Meghan Corcoran presented the school's action plan reflections for 2018-19 (math benchmarks and school climate) and goals for the 2019-20 school year (math benchmarks, teaching and learning, and developing positive learning environments and social emotional skills).

Discussion ensued on the current and former math programs used throughout the district, increasing the number of math interventionists and how Title I funding directly affects this, providing the board with an executive summary on interventionist staffing on hand and on what is needed, the absence of reading goals in presentations, the variabilities between the district elementary schools, and professional development initiatives and limitations.

Atkinson Academy Principal Kathie Dayotis and Assistant Principal Patrice Liff presented the school's action plan reflections for 2018-19 (meeting and exceeding math benchmarks, developing positive learning environments by way of challenge), and goals for the 2019-20 school year (early literacy, math benchmarks, and culture/climate or social-emotional by way of consolidate).

STUDENT REPRESENTATIVE (02:04:08)

Kyle Duffy reported on school district events (Atkinson Recreation Department activities, UNH Stembassadors, student representative for NH Student Governor, Veterans Day initiatives, student advisory initiatives, upcoming NEASC visit, and the Jazz All-State auditions).

ADVANCE PLACEMENT/DUAL ENROLLMENT (02:08:20)

Director of Curriculum, Assessment and Professional Learning Sandy Allaire and Director of Secondary Curriculum Mark Pedersen presented information on the Dual/Concurrent Enrollment program (Project Running Start, participating colleges, educator qualifications to teach a dual enrollment class, class and college credit, course offerings, enrollment stats, comparisons to other schools, next steps) and on the Advanced Placement program (qualifying scores, requirement to take AP exam, annual College Board audit, training and professional development, course offerings, 5-year enrollment trend, plans to expand AP enrollment, AP scoring system, continuous improvement practices, and professional learning communities).

Discussion ensued on AP pathways (ACC versus CCP courses), different cohorts of students, a need to focus on informing parents of multiple pathway options at the middle school level, dual enrollment credit limitations at other colleges and universities, and looking into Northern Essex Community College options.

BUDGET (05:55:40)

CFO/Business Administrator Geoff Dowd presented third drafts of the 2020-21 proposed and 2020-21 default budgets noting the operating budget as presented represents 1.34% increase over last year’s voted budget. Clarification was provided in regard to the PAC budget lines.

Discussion ensued on the default budget with Mr. Dow expressing his ability to support some of the changes made by the board, but not all, citing the legislature did not remove turnover savings from default budget calculations. Consensus of the board was to direct administration to share with the board at the next meeting which lines the Business Administrator will or will not support and to do so by account and function line. The Business Administrator will also update the monthly online financial reports.

WARRANT ARTICLES (03:08:29)

With the ratification of the TSSU CBA, the warrant will be updated to address the financials. Warrant articles will be a standing agenda item until it is finalized.

POLICIES (03:10:25)

Board members reviewed policies AB THE PEOPLE AND THEIR SCHOOL DISTRICT, BA EVALUATION OF BOARD OPERATIONAL PROCEDURES, BAAA BOARD POLICIES AND ADMINISTRATIVE PROCEDURES, BB BOARD LEGAL STATUS, BBA BOARD POWERS AND DUTIES, BBAA BOARD MEMBER AUTHORITY, and BBAB ROLES AND DUTIES OF THE SCHOOL BOARD CHAIRPERSON.

MOTION: Dr. Farah motioned to approved policies BA, BAA, BB, BBA, BBAA and BBAB for second read and repeal policy AB; seconded by Ms. Lowes. The motion passed 9-0-0.
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ADMINISTRATOR’S REPORT (03:111:47)

Director of Pupil Personnel and Student Services Susan Rasicot presented the administrator’s report noting materials included in board packets (executive summaries – videographer training, VLACS, Evening Division, staffing update, Title IX athletic review, and Patriotic exercises, enrollment broken down by town, and NEASC questions for the upcoming visit). She reported on a \$500 donation from Walmart for the Youth and Government Club, the development of a unified basketball team, changes to the 2019-20 school calendar due to the finalized date of the Presidential primary, and on the funding of the No Bully program.

Discussion ensued on adding Evening Division to the December 19th meeting agenda with Chairman O’Neil to provide presentation expectations to the Superintendent within the week and adding Title IX recommendations to the Athletic Action Plan presentation also scheduled for December 19th.

PERSONNEL REPORT (03:20:19)

Mrs. Rasicot presented the Superintendent’s recommendation to accept the resignation of Amanda Komarek, the nomination of Tamsyn Walker, and the retirement of Linda Janvrin.

MOTION: Ms. Lowes motioned to accept the resignation of A. Komarek, nominate T. Walker as TRHS Reading Interventionist, and accept the retirement of L. Janvrin; seconded by Mr. Dubé. The motion passed 9-0-0.
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COMMITTEE REPORTS/REPORTS OF THE SCHOOL BOARD (03:23:43)

Board members reported on respective committees (Withdrawal – changes made to the liabilities section, a revote of 6-0-0 to withdraw, and plan to NHBOE; Policies, CIP, Wellness, Facilities, Safety, C&A – new textbooks).

CORRESPONDENCE FOLDER

None

VENDOR AND PAYROLL REGISTERS

Check registers were reviewed and signed.

OTHER BUSINESS

None

NONPUBLIC SESSION – LEGAL ADVICE

MOTION: Dr. Farah motioned the board go into nonpublic session under RSA 91-A:3, paragraph II (I) consideration of legal advice in writing or orally even when legal counsel is not present; seconded by Ms. Lowes.

The board was polled: Boyle – yes Lowes – yes Savage – yes
Dubé – yes Macheimer – yes Sherman – yes
Farah – yes O’Neil – yes Silva – yes

The board entered nonpublic session at 10:31pm.

MOTION: Mrs. Silva motioned the board exit nonpublic session; seconded by Ms. Lowes.

The board was polled: Boyle – yes Lowes – yes Savage – yes
Dubé – yes Macheimer – yes Sherman – yes
Farah – yes O’Neil – yes Silva – yes

The board entered public session at 11:00pm.

Chairman O’Neil adjourned the meeting at 11:00pm.

Respectfully submitted,

Catherine Belcher
Recording Secretary

Approved by the Board on November 21, 2019.

- Administrators and Union Representation Present at the Meeting:
- Mrs. Sandra Allaire, Director of Curriculum, Assessment and Professional Learning
- Mr. Doug Blay, Principal at Pollard School
- Ms. Meghan Corcoran, Assistant Principal at Danville Elementary
- Mrs. Kathie Dayotis, Principal of Atkinson Academy
- Mr. Geoff Dowd, Business Administrator
- Mrs. Meaghan Guanci, Assistant Principal at Sandown North
- Mrs. Patrice Liff, Assistant Principal at Atkinson Academy
- Ms. Melissa MacDonald, Preschool Coordinator
- Mrs. Jennifer Marino, Principal of Timberlane Learning Center at Sandown Central
- Mr. Mark Pedersen, Director of Secondary Curriculum (6-12)
- Mr. James Pelletier, Assistant Principal at Pollard School
- Mr. Brian Shawley, Interim Principal at Danville Elementary
- Mrs. Nancy Stafford, Principal at Sandown North Elementary
- Ms. Maria Kendall, Representative of the Timberlane Teachers Association
- Mrs. Laurie Herchenroder, President of Timberlane Support Staff Union