

*NOTE: When feasible, TRSB meetings are videotaped. These meeting minutes reflect only a basic summary of the meeting topics, discussion and action. Details of this meeting may be viewed by accessing the online Vimeo at: <https://livestream.com/TRSD/TRSB/videos/189008549>
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%2f2018%2d19%2f03%2021%202019&FolderCTID=&View=%7b8B0F59BE%2dD93D%2d4E49%2d9509%2dA6F7531FCCAB%7d>*

TIMBERLANE REGIONAL SCHOOL BOARD MEETING MINUTES

**Organizational Meeting
March 21, 2019
7:30 PM**

**Superintendent's Office
30 Greenough Road
Plaistow, NH**

Call to Order

Superintendent Dr. Earl Metzler called this March 21, 2019 Timberlane Regional School Board organizational meeting to order at 7:30pm with the roll call followed by the Pledge of Allegiance.

Board Members Present

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

Seated at the Board Table

Dr. Earl Metzler, Superintendent of Schools
Nick Valhouli, Student Representative

Administrators Present

Listed on last page

ELECTION OF OFFICERS

Dr. Metzler acknowledged the newly elected officials for their service to the school district and invited them to offer comments to the public. Newly elected members Lowes, Savage, and O’Neil expressed their thanks to their respective communities and committed to representing those communities well.

SCHOOL BOARD CHAIRMAN

Dr. Metzler opened the floor to nominations for the position of school board chair for a term of one year.

NOMINATION: Mrs. Sherman nominated Brian Boyle for school board chair.

NOMINATION: Kristin Savage nominated Shawn O’Neil for school board chair.

Dr. Metzler called for nominations from the floor three more times.

With no further comment or additional nominations offered for the position of Chair, Dr. Metzler called for a hand vote on the nomination for Mr. Boyle: 4 in favor (Sherman, Silva, Boyle and Machemer).

Dr. Metzler called for a hand vote on the nomination for Mr. O’Neil as Chair; 5 in favor (Dubé, Farah, Lowes, O’Neil and Savage).

Dr. Metzler announced Mr. O’Neil as the School Board Chair for the ensuing year.

SCHOOL BOARD VICE CHAIRMAN

Newly elected Chairman O’Neil then called for nominations for the position of school board vice chair.

NOMINATION: Ms. Lowes nominated Jennifer Silva for school board vice chair.

NOMINATION: Mrs. Savage nominated Brian Boyle for school board vice chair to which he declined.

NOMINATION: Mrs. Machemer nominated Lee Dubé for school board vice chair to which he declined.

Chairman O’Neil called for a show of hands for those in favor of Jennifer Silva as vice chair: unanimous vote of 9-0-0.

SCHOOL DISTRICT CLERK

MOTION: Mrs. Savage motioned to reappoint Nancy Louiselle to the position of school district clerk; seconded by Mrs. Machemer. The motion passed 9-0-0.

SCHOOL BOARD RECORDING SECRETARY

MOTION: Mrs. Sherman motioned to reappoint Cathy Belcher to the position of school board recording secretary; seconded by Mr. Boyle. The motion passed 9-0-0.

TREASURER

Discussion ensued on the district treasurer position with respect to the current treasurer's resignation, offer to serve until a new treasurer is appointed, and the posting of the position.

MOTION: Mrs. Savage motioned to appoint Linda Coyle as school district treasurer temporarily until the position is filled; seconded by Mrs. Silva.

Discussion ensued on the stipend for the treasurer and assistant treasurer in relation to other districts and on the job description.

VOTE: The motion passed 9-0-0.

ASSISTANT TREASURER

Noting the vacancy of this position, the board, by general consent, agreed the position should be advertised along with the treasurer position.

SCHOOL COUNSEL

MOTION: Mr. Boyle motioned to appoint Drummond Woodsum as legal counsel of record; seconded by Mrs. Sherman.

Discussion ensued on the use of legal counsel for day to day operations, special business and board business as well as conferring with the school board chair prior to seeing legal counsel (specific to legal matters outside of the day-to-day operations).

MOTION TO AMEND: Dr. Farah motioned to amend the motion to allow the Superintendent to seek legal counsel after consulting with the school board chair on matters others than day-to-day operations; seconded by Mrs. Savage. The motion passed 7-2-0 (Mrs. Sherman and Mrs. Machemer opposed)

VOTE ON AMENDED MOTION: The motion as newly amended passed 9-0-0.

BONDING

MOTION: Ms. Lowes motioned to bond the treasurer and assistant treasurer as required by statute and Department of Revenue Administration; seconded by Mrs. Silva. The motion passed 9-0-0.

BANK DEPOSITORY

MOTION: Mrs. Silva motioned to appoint TDBank as the district bank; seconded by Mrs. Savage. The motion passed 9-0-0.

REVIEW OF POLICY DFA - INVESTMENT

MOTION: Ms. Lowes motioned to ratify policy DFA; seconded by Mr. Dubé. The motion passed 9-0-0.

REVIEW OF POLICY EI - RISK MANAGEMENT

MOTION: Mr. Dubé motioned to approve policy EI; seconded by Mrs. Silva. The motion passed 9-0-0.

SCHOOL BOARD ETHICS STATEMENT

Board members were asked to review the ethics statement in board packets, sign and submit it to the recording secretary pursuant to board policy BCA.

MEETING DATES AND TIMES

Board members reviewed the proposed 2019-20 school board meeting schedule noting board meetings are held on the first and third Thursdays of each month and discussed changing the start time of meetings from 7:30-7:00.

MOTION: Ms. Lowes motioned to approve the 2019-20 meeting schedule (dates) and change the meeting start times to 7pm; seconded by Mr. Boyle. The motion passed 9-0-0.
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MOTION: Mr. Dubé motioned to change the meeting start times for the remainder of the 2018-19 school year to 7pm; seconded by Ms. Lowes. The motion passed 9-0-0.

Chairman O’Neil adjourned the re-organizational meeting at 7:56pm.

Respectfully submitted,



Catherine Belcher
Recording Secretary

Approved by the School Board April 4, 2019.

Administrators and Union Representation Present:

- Mr. Geoff Dowd, Business Administrator
- Mrs. Christi Michaud, Executive Director of Data, Assessment and Accountability
- Mr. James Pelletier, Vice President of the Timberlane Teachers Association