

*NOTE: When feasible, TRSB meetings are videotaped. These meeting minutes reflect only a basis summary of the meeting topics, discussion and action. Details of the meeting may be viewed by accessing the online Vimeo at: <https://livestream.com/TRSD/TRSB/videos/184887922>
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 OOL%20BOARD%20MEETING%20AGENDA%20MATERIALS%2f2018-19%2f12%2017%202018%20Special%20Meeting&FolderCTID=&View=%7b8B0F59BE-D93D-4E49-9509-A6F7531FCCAB%7d>*

**TIMBERLANE REGIONAL SCHOOL BOARD
MEETING MINUTES**

**Special Board Meeting
December 17, 2018
5:00PM**

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

Call to Order (00:18:39)

Madam Chair Sherman opened this December 17, 2018 Timberlane Regional School Board meeting at 5:10pm with the roll call followed by the Pledge of Allegiance.

Board Members Present

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

Seated at the Board Table

Dr. Earl Metzler, Superintendent of Schools

Administrators Present

Listed on last page

Default Budget (00:19:28)

Madam Chair opened the floor to presentation and discussion on the 2019-20 default budget noting the board was looking for clarification on some of the SAU generated default line items in contrast to those same line items in the school board’s generated default budget. Mr. Dowd provided an overview of how he generated the default budget noting the complexities of working from the current school year’s (default) budget. He spoke to the eliminated positions being reflected in the SAU proposed default budget and on reporting the default budget at a function level as opposed to a detailed level.

Discussion ensued on the salaries detail lines, the data used to populate those lines, and on the salaries detail report itself. It was noted the board has not yet received the salary detail report to date. The board reviewed the default budget language as defined by statute noting only open positions currently being advertised may be included in the default budget. In response to board questions about the open and advertised positions, it was noted that numerous (16) positions were currently posted which was consistent with the Superintendent’s pronouncement to the board back in April 2018 that additional positions may need to be filled later in the school year, as measures were taken at that time to operate on as few staff members as possible to keep within the confines of the current budget. At that time strategies were undertaken through attrition and reorganization to reduce the number of staff with the understanding some, if not all of the unfilled positions may need to be filled in the event current staffing levels could not deliver satisfactorily on teaching and learning expectations.

Discussion continued on the timing of the postings, teacher levels at the middle school, legal opinions on the matter, GRM (guaranteed maximum rate), contractual obligations relating to transportation (Articles of Agreement vs. transportation contract and a legal opinion to include the increases in the transportation contract in the default), and the need for the proposed budget to pass so that the cuts reflected in the default budget do not happen.

Discussion then ensued on reducing the capital line by \$500k citing the capital monies in the current budget are considered one time expenditures, and on the nurses’ salaries line.

MOTION: Dr. Farah motioned the board approve a default budget value of \$70,730,105; seconded by Mr. Boyle.

Discussion ensued on justifying the amount noted in the motion (reductions of \$220K from transportation,

\$200k from food service, \$66k from 2134 113 line, \$20k from 2140 737 line, \$88k from 2610 line and \$500k from the capital, countered by addition of 30% of the salaries benefits line for benefits). A motion was made but not seconded to add \$225,805 back into the transportation line. Discussion ensued on the food service line noting GASB accounting standards require the food service line reflect the entire anticipated revenue and that the currently proposed budget line does not meet this standard. The board discussed looking at this more closely and modifying the default budget accordingly.

MOTION TO AMEND: Mrs. Silva motioned to amend the motion by adding \$200k back into the food service expense line thus reflecting a default budget number of \$70,930,105; seconded by Madam Chair Sherman. The motion passed 4-2-0 (Mr. O'Neil and Dr. Farah opposed).

VOTE ON NEWLEY AMENDED MOTION: The motion passed 5-1-0 (Madam Chair Sherman opposed).

WARRANT ARTICLES (01:39:54)

Discussion ensued on consideration of moving the March annual meeting to April and the legal requirements to do so. Concerns noted were associated with collective bargaining agreements, pink slipping models for April voting, and the consideration to propose this change so late in the year.

Warrant articles considered to date include: changing of the trustees of the trust fund, TTA collective bargaining agreement, and capital reserve expenditure on the PAC.

Madam Chair Sherman adjourned the meeting at 6:42pm.

Respectfully submitted,



Catherine Belcher
Recording Secretary

Approved by the Board on January 23, 2019.

Administrators and Union Representation Present at the Meeting:

Mrs. Sandra Allaire, Director of Curriculum, Assessment and Professional Learning

Ms. Michelle Auger, Principal at Pollard School

Mrs. Nancy Barcelos, Principal at Danville Elementary

Mr. Doug Blay, Assistant Principal at Pollard School

Mr. Timothy Brown, Assistant Principal at TRHS

Mr. Barry Chooljian, Director of Secondary Guidance

Mrs. Lucy Canotas, Director of Elementary Curriculum (K-5)

Mrs. Kathleen Dayotis, Principal of Atkinson Academy

Atty. Geoff Dowd, Business Administrator

Mr. Angelo Fantasia, Director of Athletics

Mr. Michael Flynn, Principal of TRMS

Mr. Ken Henderson, Director of Technology

Ms. Maegan Koelker, Assistant Principal for Grade 7 at TRMS

Mrs. Patrice Liff, Assistant Principal at Atkinson Academy

Ms. Nancy Louiselle, Director of Human Resources

Ms. Melissa MacDonald, Preschool Coordinator

Mr. Mitchell Mencis, Assistant Principal for Grade 8 at TRMS

Mrs. Christi Michaud, Executive Director of Data, Assessment and Accountability

Mrs. Jennifer Puchlopek, Academic Dean of English and Language Arts
Mr. Brian Shawley, Assistant Principal at Pollard School
Mrs. Nancy Stafford, Principal at Sandown North Elementary
Mr. Scott Strainge, Associate Principal at TRHS
Ms. Meghan Wilson, Assistant Principal at Danville Elementary
Mr. Daniel Woodworth , Student Services Coordinator
Mr. Don Woodworth, Principal of TRHS