

*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://vimeo.com/299106903>
Materials presented at the board meeting may be viewed at:
<https://public.timberlane.net/sau/trsb/Shared%20Documents/Forms/AllItems.aspx?RootFolder=%2fsau%2ftrs%2fShared%20Documents%2fSCH%20OOL%20BOARD%20MEETING%20AGENDA%20MATERIALS%2f2018%2d19%2f11%2001%202018&FolderCTID=&View=%7b8B0F59BE%2dD93D%2d4E49%2d9509%2dA6F7531FCCAB%7d>*

TIMBERLANE REGIONAL SCHOOL BOARD MEETING MINUTES

**Regular Board Meeting
November 1, 2018
7:30PM**

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

Call to Order (00:00:06)

Madam Chair Sherman opened this November 1, 2018 Timberlane Regional School Board meeting at 7:56pm with the roll call followed by the Pledge of Allegiance led by Tim Brown.

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

Approval of Minutes (00:01:17)

The board reviewed the October 18, 2018 meeting minutes.

MOTION: Mr. Boyle motioned to approve the October 18, 2018 meeting minutes as written; seconded by Mrs. Savage. The motion passed 8-0-1 (Mrs. Silva abstained).
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Student Representative (00:02:30)

Student Representative Nick Valhouli reported on Veterans Day and professional development day activities, activities at each of the schools, upcoming musical and drama performances, and athletic events.

Delegates and Individuals

None.

CURRENT BUSINESS

SCHOOL ACTION PLAN - TRHS (00:08:27)

Don Woodworth, Heather Cronan, Mark Pederson, Tim Guanci, Scott Strainge and Tim Brown presented the 2017-18 high school action plan goals in review and the 2018-19 goals (classroom behavior stats and staff survey results, strategies used to foster a positive school culture, and a initiatives used to develop instructional and assessment practices). The meeting paused briefly to allow a reboot of the audio/video equipment. The team also presented 2018-19 action plan goals (continuation of developing a positive school climate, increasing student achievement, and empowering teachers).

The presentation continued with a review of the Continuing and Alternative Education goals for 2017-18 (using data-based measures to monitor student progress, developing processes and protocols, and develop a dual enrollment program) and goals for 2018-19 (implement processes for HiSET, develop the dual enrollment program and increase percentage of student who successfully recover course credit), followed by a review of the 2017-18 Athletic Department goals (update emergency action plan, and develop short and long term facilities priorities) and new goals for 2018-19 (increase number of student athletes and expand the Life of an Owl program).

High school team members fielded questions from board members related to student discipline referrals, the HiSET program, empowering teachers, the No Bully program, and athletic diversity (playing multiple sports).

CIP PROJECT SCHEDULE (01:03:46)

Madam Chair opened discussion on the CIP project schedule in seeking the board's consensus on which projects to keep on the 2019-20 facilities schedule, which ones to remove, and which ones to consider for warrant article. The consensus was to remove the high school and middle school burnishers, the PAC outside wall (move to warrant article), middle school folding walls, the Sandown Central art cabinets and sinks, the Sandown Central observation windows, District HVAC upgrades, and high school access road from the list resulting in a new bottom line of \$934k. Discussion ensued on the technology projects noting the costs for these items would come from the technology budget.

BUDGET UPDATE (01:48:00)

Geoff Dowd presented the budget reports for the school board, the middle school, Pollard School, Danville Elementary, and transportation. Discussion ensued on special education transportation, contract increases, incorporating a fiscal funding clause into these types of contracts, school consumables, TRMS NEASC, and GMR. The business department was directed to inquire if HealthTrust had actual insurance rate numbers at this time.

WARRANT ARTICLES (02:05:26)

Discussion ensued on changing the town responsible for district trust funds. Mr. O'Neil was charged with exploring the possibility of creating a district-specific Trustee of the Trust Funds while other board members were to inquire with their towns for any interest in taking on this responsibility.

POLICIES (02:13:30)

Policies BGB Policy Adoption, EBBD Indoor Air Quality, EEAEA Mandatory Drug and Alcohol Testing – School Bus Drivers, and EFA Availability and Distribution of Healthy Foods were reviewed for second read and adoption.

MOTION: Mrs. Silva motioned to approved for second read and adopt policies BGB, EBBD, EEAEA and EFA; seconded by Mrs. Machemer. The motion passed 9-0-0.

Madam Chair Sherman then presented a service contract list for operations. Board members requested the list be expanded to include all vendor contracts for instructional tools, special education, SERESC, software and technology. SLT will develop a list.

WEIGHTED VOTING (02:23:37)

The board reviewed a legal opinion regarding weighted voting as it relates to the SAU55 Board.

MOTION: Mrs. Silva motioned to release the legal opinion to the public; seconded by Mr. O'Neil. The motion passed 9-0-0.

A lengthy discussion ensued on the obtaining the legal opinion and a shortage of school law legal firms, the equitability of the towns represented in the weighted voting process, a lack of responsiveness from the SAU board chair, and agenda items for the next SAU board meeting.

MOTION: Mr. Boyle motioned have the TRSB Chair contact the SAU Board Chair to put election of officers on the next SAU Board meeting agenda; seconded by Mr. O'Neil. The motion passed 8-1-0 (Mrs. Machemer opposed).
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MOTION: Mr. O'Neil motioned to support the weighted voting process at the next SAU Board meeting; seconded by Mr. Boyle.

Discussion ensued on the rationale of the motion, Timberlane's portion of the SAU budget (77%) which should be reflected in increased voting representation, the spirit behind weighted voting, counting Pinkerton students as part of the Hampstead voting calculation, and the need for Timberlane to chair the SAU Board.

VOTE: The motion passed 9-0-0.

Madam Chair Sherman will forward the legal opinion to the SAU Board chairman and will add use of legal services

and clarification on the SAU's responsibility to Pinkerton students to the list of requested agenda items. Concern was noted about engaging with a legal firm now in preparation of the withdrawal petition.

MOTION: Dr. Farah motioned to allow the TRSB Chair and Vice Chair to seek legal engagement to represent the school board whenever a conflict with adverse party arises; seconded by Mr. O'Neil. The motion passed 9-0-0.

ADMINISTRATOR'S REPORT (03:23:58)

Dr. Metzler presented a donation of a laminator valued at \$1,630 from the Rock Church.

MOTION: Mr. Dubé motioned to accept the donation of a laminator valued at \$1,600; seconded by Ms. Lowes. The motion passed 9-0-0.

Dr. Metzler announced an upcoming TPAF event on bullying scheduled for November 27th and then provided an update on the district's membership with SERESC which has prompted him to be proactive in exploring specialized services options. Board members requested a list of SERESC contracted services be provided to them showing the number of students receiving services in each specialized area.

PERSONNEL REPORT (03:34:35)

Dr. Metzler recommended the board nominate Ronald Turcotte to the position of TRHS technology teacher.

MOTION: Ms. Lowes motioned to nominate Ronald Turcotte for the technology teacher position; seconded by Mrs. Savage. The motion passed 9-0-0.

Dr. Metzler informed the board that a teacher will be filling in for a dean who is temporarily out on leave.

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

Board members reported on the activities, the work of the board committees, and on the Atkinson Citizen of the Year award (Charlie George).

Discussion ensued on student fundraising – private versus school district related, and on the auditor's questionnaire which Madam Chair would fill out and return to the auditors.

CORRESPONDENCE FOLDER

Board correspondence was distributed to board members electronically.

VENDOR AND PAYROLL REGISTERS

Check registers were reviewed and signed.

OTHER BUSINESS (03:49:21)

Future agenda item: review of the bullying procedure. A request for a salary line item detail report for the next meeting was also requested.

Madam Chair Sherman adjourned the meeting at 11:49pm.

Respectfully submitted,



Catherine Belcher
Recording Secretary

Approved by the Board on December 6, 2018.

Administrators and Union Representation Present at the Meeting:

Mr. Timothy **Brown**, Assistant Principal at TRHS

Mrs. Heather **Cronan**, Assistant Principal at TRHS

Mr. Geoff **Dowd**, Business Administrator
Mr. Angelo **Fantasia**, Director of Athletics
Mr. Tom **Geary**, III, Business Operations Coordinator
Mr. Timothy **Guanci**, Academic Dean of STEM (Secondary 6-12)
Mrs. Christi **Michaud**, Executive Director of Data, Assessment and Accountability
Mr. Mark **Pedersen**, Director of Secondary Curriculum (6-12)
Mr. Scott **Strainge**, Associate Principal at TRHS
Mr. Donald **Woodworth**, Principal at TRHS