

*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/album/255898/sort:preset/format:detail>  
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%2f2017%2d18%2f02%2015%202018&FolderCTID=&View=%7b8B0F59BE%2dD93D%2d4E49%2d9509%2dA6F7531FCCAB%7d>*

**TIMBERLANE REGIONAL SCHOOL BOARD  
MEETING MINUTES**

**Regular Board Meeting  
February 15, 2018  
7:30 PM**

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

**Call to Order**

Chairman Boyle opened this February 15, 2018 Timberlane Regional School Board meeting at 7:29 pm with the roll call followed by the Pledge of Allegiance led by student representative Bryan Lavoie.

**Board Members Present**

Peter Bealo, Brian Boyle, Stefanie Dube, Kimberly Farah, Dan Guide, Susan Sherman, Gregory Spero, and Kelly Ward

**Seated at the Board Table**

Dr. Roxanne Wilson, Assistant Superintendent  
Bryan Lavoie, Student Representative

**Administrator's Present**

See list at end of minutes

**Others Present**

Ryan Richman, Timberlane Teachers' Association President

**Student Representative**

Bryan Lavoie provided an update on district events that included the "Milkman Show" with the proceeds supporting the TRHS Honor Society, a comedy show, faculty recitals and the successful jump rope event at Danville and Sandown North to support heart health.

**Delegates and Individuals**

Chairman Boyle announced the resignation of Sandown School Board representative Donna Green with regret. The Sandown Board of Selectman has appointed Lee Dubé to fill the vacancy. He then announced that during the school board meeting held after the deliberative session, there was never an intent by the board to discipline an employee of Pollard School.

TTA president Ryan Richman thanked the voters who turned out at the deliberative session for their support of the newly proposed budget. He expressed the union's trust in the voters of all four towns to support this budget which will allow the district to adequately provide for students. The TTA and TSSU will distribute the first Voter's Guides next week at the suggestion of Chairman Boyle. He then voiced his support for Project 211.

Shawn O'Neil, Danville, read an email he believes to be from the SAU office that requested a deadline date to submit information for the ballots to be printed and collated with each town stating the need to finalize the default budget. Dr. Wilson asked for an opportunity to review and understand the intent of the information before a judgment is assumed. Dr. Farah motioned for Chairman Boyle to contact the AG's office regarding the email presented by a Danville resident. Mrs. Dube seconded the motion. Kelly Ward would like to find more about the situation before the AG's office is contacted. The motion was withdrawn.

**MOTION: Dr. Farah motioned to go into a non-public session under Article 91-A:3 paragraph II (C) Matters which, if discussed in public, would likely adversely affect the reputation of any person; seconded by Mrs. Dube. The board was polled to enter into a non-public session:**

<b>Peter Bealo</b>	<b>No</b>	<b>Brian Boyle</b>	<b>Yes</b>
<b>Stefanie Dube</b>	<b>Yes</b>	<b>Kimberly Farah</b>	<b>Yes</b>
<b>Dan Guide</b>	<b>No</b>	<b>Susan Sherman</b>	<b>No</b>
<b>Gregory Spero</b>	<b>Yes</b>	<b>Kelly Ward</b>	<b>No</b>

**The motion failed by a 4-4-0 vote.**

There was a brief discussion on the process to allow Lee Dubé to join the meeting by telephone since he is traveling this evening. The board was not able to contact Mr. Dubé.

#### **Current Business**

#### **CURRICULUM (SECOND READ) (36:38)**

Sandra Allaire and Rebecca Carlson presented Latin 2 & 3 and Math Topics curriculum for a second read and adoption.

**MOTION: Dan Guide motioned to accept the second reading and adoption of Latin 2 & 3 and Math Topics curriculum as presented; seconded by Susan Sherman. The motion passed by a unanimous vote of 8-0-0.**

#### **TRANSPORTATION BID UPDATE (39:49)**

Tom Geary and Howard Anderson were charged with contacting bidding transportation vendors in an attempt to re-negotiation the recent bids. Mr. Anderson confirmed the Student Transportation of American bid is only for the two districts combined and the cost from each vendor has not changed. First Student agreed to hold their price until the end of March 2018 when Hampstead is expected to make their transportation decision. Kelly Ward asked if the board decided this evening on First Student would they honor the discount if, Hampstead agreed to the contract in late March. Tom Geary confirmed the multi-district discount would apply. Mr. Geary then explained the need for a decision as soon as possible to start the long process required for the timely delivery of new buses. Chairman Boyle agreed to contact Hampstead School Board Chairwoman Yassenka to discuss the transportation contract.

#### **INTERNAL CONTROLS AUDIT (1:01:50)**

Atty. Dowd confirmed the Internal Control audit request for proposal (RFP) is scheduled to go out March 2018 for a closing date of April 15<sup>th</sup> with a recommended May 5<sup>th</sup> bid opening during a school board meeting. He expressed concern for additional funding needs due to former board member Donna Green's continued false accusations made to the auditors. He clarified if, anyone presented allegations of impropriety to the audit firm the auditors are within their professional scope to look into those claims. A discussion ensued.

#### **POLICIES (1:23:26)**

Chairman Boyle presented policies DKA, KCD, JICFA, and JLF for first read.

**MOTION: Peter Bealo motioned to accept the policies slated for first read; seconded by Dan Guide. The motion passed by unanimous vote 8-0-0.**

Chairman Boyle presented policies for second read and adoption (GCIC, GCID, DJE, GCK, GCNA, AA, JICD, IHAK, and IMDA).

**MOTION: Peter Bealo motioned to send policy DJE back to the policy committee; seconded by Susan Sherman. The motion passed by unanimous vote 8-0-0.**

**MOTION: Peter Bealo motioned to accept polices (GCIC, GCID, DJE, GCK, GCNA, AA, JICD, IHAK, and IMDA) for second read and adoption; seconded by Dan Guide. The motion passed by unanimous vote 8-0-0.**

### **ADMINISTRATOR'S REPORT (1:27:11)**

Dr. Wilson recommended the TRHS Baseball Booster's continue their sign sponsorship fundraiser. The Booster's sell advertising on 3' X 5' signs/banners to be installed on the left field baseball fence. Usually the board would approve this fundraiser for a two-year period; SLT has reviewed the details and approved them.

**MOTION: Kelly Ward motioned to approve the TRHS Baseball Boosters sponsorship fundraiser for a two-year period; seconded by Dan Guide. The motion passed by unanimous vote 8-0-0.**

Dr. Wilson outlined the details of the district process to investigate complaints of Bullying under policy JICK. She reviewed the step by step process from receiving the complaint to the determination by the principal, remediation if needed, and the appeals process to the SAU office. Dr. Wilson has trained administration, teachers and support staff, including food service and bus drivers, on the details of policy JICK. Susan Sherman noted the district tries to prevent bullying by training and not just investigate claims. Mrs. Dube would like to understand the number of incidents that have been reported since September 1<sup>st</sup> 2017 by school. Mr. Guide noted there is an annual report of bullying claims by school that is provided at the end of the school year. Chairman Boyle inquired if TRSD provides any training for an active shooter in the school. Kelly Ward responded that practices are in place with ongoing training involving all four communities and Homeland Security.

### **PERSONNEL REPORT (1:51:06)**

Dr. Wilson recommended accepting the retirement requests of:

Sheridan Dodge	TRMS Science Teacher with 16 years with the District
Candace Lee	TRHS School Nurse with 17 years with the District
Anne Luker	Danville Special Education Teacher with 32 years with the District
Barbara Dever	TRMS Special Education Paraeducator with 27 years with the District

**MOTION: Susan Sherman motioned to accept the retirement requests as presented with deep regret and best wishes; seconded by Kelly Ward. The motion passed by unanimous vote 8-0-0.**

### **MINUTES (1:53:31)**

The board reviewed the February 1st and 8th, 2018 board meeting minutes and directed a notation be made to identify Donna Green's motion that was made an not seconded to the February 8, 2018 minutes.

**Motion: Peter Bealo motioned to accept the meeting minutes of the February 1, as written and February 8, with revisions seconded by Dan Guide. The motion passed by a unanimous vote of 8-0-0.**

### **OTHER BUSINESS (1:55:58)**

Chairman Boyle reported a resident has requested an executive session with the school board for a complaint that was investigated and the resident notified. He noted it would require input from non-members and the board should plan for a non-public session. The board discussed their self-evaluation process scheduled for March 8, 2018.

**Motion: Stefanie Dube made a motion to have the board schedule an executive session on March 8, 2018 for the purpose of honoring an appeal request. The motion passed by a vote of 5-3-0 with Mrs. Sherman, Mr. Bealo and Mr. Guide opposing the motion.**

### **COMMITTEE REPORTS**

Updates were provided for the Strategic Planning committee.

### **REPORTS OF THE SCHOOL BOARD**

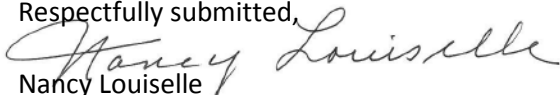
Greg Spero expressed his appreciation to the Dunkin Donuts at Colby Corner that provide coffee to the TRMS Senior Tea.

### **CORRESPONDENCE AND CHECK REGISTERS**

Board members were reminded to review and sign the registers.

The meeting adjourned at 9:45 pm

Respectfully submitted,

  
Nancy Louiselle  
Recording Secretary Pro tem

Administrators Present:

Mrs. Sandra **Allaire**, Academic Dean of World Language

Ms. Michelle **Auger**, Principal at Pollard School

Mrs. Nancy **Barcelos**, Principal at Danville Elementary

Mr. Doug **Blay**, Assistant Principal at Pollard School

Ms. Lorin **Caffelle**, Special Education Administrator at TRMS

Ms. Rebecca **Carlson**, Dean of Math

Mr. Barry **Chooljian**, Director of Guidance

Mrs. Lucy **Canotas**, Assistant Principal at Danville Elementary

Mrs. Heather **Cronin**, Assistant Principal of Student Services and Facilities

Mrs. Kathie **Dayotis**, Principal of Atkinson Academy

Mrs. Christine **Desrochers**, Curriculum Coordinator at TRMS

Mr. Tony **DiBartolomeo**, Director of Performing Arts

Atty. Geoff **Dowd**, Business Administrator

Mr. Angelo **Fantasia**, Director of Athletics

Mr. Michael **Flynn**, Principal of TRMS

Mr. Tom **Geary**, III, Business Operations Coordinator

Mrs. JoAnn **Georgian**, Principal of Sandown North Elementary

Mr. Ken **Henderson**, Director of Technology

Mrs. Patrice **Liff**, Assistant Principal at Atkinson Academy

Ms. Nancy **Louiselle**, Director of Human Resources

Ms. Melissa **MacDonald**, Elementary Literacy Coordinator

Mrs. Jennifer **Marino**, Principal of Timberlane Learning Center at Sandown Central

Mrs. Kathy **McKechnie**, Director of Preschool

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

Mrs. Jennifer **Michitson**, Academic Dean of Enrichment, Freshman Academy, Reading and RTI

Mr. Rodney **Mills**, District Facilities Supervisor

Mr. Mark **Pedersen**, Academic Dean of Science

Mrs. Jennifer **Puchlopek**, Academic Dean of English and Language Arts

Mrs. Susan **Rasicot**, Director of Student Services

Mrs. Beth **Rincon**, Director of Special Education

Mr. Brian **Shawley**, Assistant Principal at Pollard School

Mrs. Nancy **Stafford**, Assistant Principal at Sandown North Elementary

Mr. Scott **Strange**, Assistant Principal of Operations at TRHS

Mrs. Mary **Widman**, Assistant Principal of Academics at TRHS

Mr. Don **Woodworth**, Principal of TRHS