

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/video/251848154>. Materials presented at the board meeting may be viewed at: <https://public.timberlane.net/sau/trsb/Shared%20Documents/Forms/AllItems.aspx?RootFolder=%2fsau%2frsb%2fShared%20Documents%2fSCH%20OOL%20BOARD%20MEETING%20AGENDA%20MATERIALS%2f2017%2d18%2f01%2018%202018&FolderCTID=&View=%7b8B0F59BE%2dD93D%2d4E49%2d9509%2dA6F7531FCCAB%7d>

**TIMBERLANE REGIONAL SCHOOL BOARD
MEETING MINUTES**

**Regular Board Meeting
January 18, 2018
7:00PM**

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

Call to Order (00:00:11)

Chairman Boyle opened this January 18, 2018 Timberlane Regional School Board meeting at 7:02pm.

Board Members Present

Peter Bealo (7:13pm), Brian Boyle, Stefanie Dube, Kimberly Farah, Donna Green, Dan Guide, Susan Sherman, Gregory Spero and Kelly Ward.

Seated at the Board Table

Dr. Earl Metzler, Superintendent of Schools
Bryan Lavoie, Student Representative

Administrators Present

Listed on last page

Student Representative (00:01:20)

Bryan Lavoie reported on district activities that included elementary holiday concerts, a Geography Bee, midterms, Chamber All State Festival, and the rescheduled Winter Carnival.

Delegates and Individuals (00:02:45)

Jen Silva of Atkinson spoke to the Tripod student survey and made claims that administering it requires an opt in as prescribed by law for any non-academic survey. She read portions of an email she stated was from the commissioner of education to the superintendent that specifically inferred the survey was non-academic. She asked the board to work with Tripod towards a solution to comply with the law.

MOTION: Mrs. Green motioned to make public the letter sent to the commissioner from the district attorney in response to the letter read by Mrs. Silva; seconded by Dr. Farah.

Discussion ensued on the release of the letter to include the entire email chain.

VOTE: The motion passed 7-1-0 (Mrs. Sherman opposed).

President Ryan Richman, on behalf of the Timberlane Teachers Association, spoke to the upcoming public hearing that would allow discussion on the default budget, which he and his membership believe is substantially underfunded and has the potential to cause harm to programming and staffing.

Nola Whitman of Danville spoke to concerns of an incident she alleges occurred at the December 13th budget committee meeting whereby she was purposely blocked from videotaping the meeting. She then submitted a formal complaint as provided in policy KEB.

Mr. Bealo entered the meeting at 7:13pm.

Rob Collins of Danville spoke to concerns about the school board chairman's statements as reported by the Eagle Tribune as well as concerns about alleged illegalities in the school board's development of the default budget.

Michael Garone from Sandown spoke to a request for a nonpublic session with the school board but was redirected to follow the established process for resolving such matters. A motion was made to hold a nonpublic session; however it received no second. Discussion then ensued on the school board chairman's correspondence to Mr. Garone which directed him to follow the established process.

CURRENT BUSINESS

EAGLE SCOUT PROJECT (00:23:45)

Ben Comeau, Kathleen Dayotis and Tom Geary presented an Eagle Scout project to refurbish ten benches located at Atkinson Academy with a gross budget of \$420. Mr. Comeau's presentation included information about himself, the definition of an Eagle Scout Project, his plan, pricing of the project, and the potential benefits and outcomes of the project. Both Mr. Geary and Mrs. Dayotis expressed their support as well as affirmed their commitment to maintain the project in the years moving forward.

MOTION: Mrs. Sherman motioned to approve the Eagle Scout project as presented; seconded by Mr. Guide. The motion pass 9-0-0.

WARRANT ARTICLES (00:31:17)

Chairman Boyle announced the school board will hold a special meeting after the supplemental public hearing on the budget next week to take recommendation action on each of the warrant articles. Discussion will be held this evening on the possibility of drafting an article to make improvements to district heating systems and withdrawing such funds from the capital reserve fund.

Mr. Geary then presented an inventory of heating system needs as recommended by Uptack Plumbing and Heating, Inc., (a vendor that was contacted at the recommendation of the school board chairman). He spoke to end of life heating apparatus and the needs at each school (except TRHS), giving the middle and Pollard schools priority over the others. With a built in contingency of 15%, the estimated cost to address all the recommendations cited by the vendor totaled \$724,259.65.

Discussion ensued on these deficiencies never being brought up in the CIP process, the average life cycle for boilers, preventative maintenance done over the years and price tag shock. A motion was made to withdraw this article from the warrant; however, the article had not yet progressed to placement on the warrant. Mr. Geary spoke to his rationale for prioritizing the Pollard and middle schools systems and discussion ensued on the "no means no" restriction as it relates to warrant articles not passing by voters. Concern was noted about not knowing what other big ticket item issues might develop in the near future and the need for a district-wide document outlining the lifecycle of facilities and its infrastructure.

MOTION: Mr. Bealo motioned to recommend the budget committee add \$200k to the capital budget for boiler replacement and repair; seconded by Mrs. Sherman.

Discussion ensued on the monies (and funding) to be used to update Pollard and the middle school systems.

VOTE: The motion passed 6-3-0 (Mrs. Dube, Mrs. Green and Dr. Farah opposed).

MOTION: Mrs. Green motioned to keep article 4 (as drafted) and fill in the blanks; seconded by Chairman. Boyle.

Discussion ensued on using the funds from the capital reserve fund or the fund balance retention fund and not adding the amounts back into the proposed budget.

VOTE: The motion failed 1-7-1 (Mrs. Green in favor and Mrs. Dube abstained).

Discussion ensued on the timeframe needed to replace a heating/boiler system in the event of a system failure,

capital funds and expenses, and the default budget.

MOTION: Mr. Guide motioned to hold a non-meeting with legal counsel regarding an email about the default process sent to board members; seconded by Mr. Bealo.

Discussion ensued on the email in question being specific to both Timberlane and Hampstead school districts as it was concerning default budgets (the SAU budget does not have a default budget) with arguments made the issue was an SAU matter only.

MOTION TO AMEND: Dr. Farah motioned to amend the motion to the Timberlane School Board request a special meeting of the SAU board to discuss the letter; seconded by Mrs. Green.

Discussion ensued on the authorization to consult with legal, the email having merit for use in both districts, and on allegations district counsel is just a lackey of the superintendent.

VOTE TO AMEND: The motion failed 4-5-0 (Mrs. Dube, Dr. Farah, Chairman Boyle, and Mrs. Green in favor.

VOTE ON ORIGINAL MOTION: The motion failed 4-5-0 (Mrs. Sherman, Mr. Ward, Mr. Bealo, and Mr. Guide in favor.

Discussion ensued on the default budget, the need to review it, claims no time was spent developing/reviewing them in the past, concern that several lines remain underfunded (special ed and transportation), the board's unanimous approval of the superintendent's goals that included preparing a line-by-line default budget, and a lack of consideration given to the business administrator's expertise in developing one.

Discussion continued on the board's default budget being developed line-by-line (per Dr. Farah who developed and presented the default budget to the board at the December 21st board meeting), that no discussion was restricted at the December meeting, and that she has developed default budgets in the past. It was noted the default budget could be amended as needed with documentation (contractual obligations) to support the changes. It was recommended the school board chairman and vice chair meet with administration to go over the proposed default budget line-by-line; however that was met with opposition based on the default being a "board" voted budget.

MOTION: Mrs. Green motioned Superintendent Metzler not engage legal counsel for any business on behalf of the Timberlane Regional School District or Timberland Regional School Board without the prior vote of the board; seconded by Mrs. Dube.

Discussion ensued on the board not meeting frequent enough to do this. Mrs. Green left the meeting at 8:28pm.

VOTE: The motion failed 1-7-0 (Mrs. Dube in favor).

Chairman Boyle announced the board will recess to allow for the budget committee to meet and discuss any warrants that were addressed by the school board.

The board recessed at 8:31pm.

The board resumed its meeting at 10:21pm.

CURRICULUM - FIRST READ (01:31:55)

Sandra Allaire presented the Latin II and Latin III curriculum for first read noting Latin II and Latin III courses were previously approved and they have expanded to include grades 9 and 10 (1 ACC and 1 CCP course). These course offerings will provide another opportunity for students to take three successful years of world language

as required for diploma.

Discussion ensued on the full time Latin teacher and student enrollment (31), the commitment to students taking Latin to provide three years for world language credit, and the incorporation of Spanish into the middle school.

MOTION: Mr. Guide motioned to accept the Latin II and III curriculum for first read; seconded by Mr. Spero.

Discussion ensued on the curriculum being vetted through the Curriculum and Assessment Committee, and the plan to grow the program now that there is a full time Latin teacher.

VOTE: The motion passed 8-0-0.

Rebecca Carlson presented the math curriculum (Topics in Math) for first read noting the course focuses on the application of math since students entered high school, the course meets the state's requirement for engaging four years of math intensive coursework, the units around using the math, and that the course is also running in TEP and evening division (CCCP course).

MOTION: Mr. Bealo motioned to accept the Topics in Math curriculum for first read; seconded by Mr. Ward. The motion passed 8-0-0.

NESDEC REPORTS (01:45:57)

MOTION: Mr. Bealo motioned to rescind the decision made at the January 11th school board meeting regarding the NESDEC SPED Trend Report and the NESDEC October 1 Enrollment Report; seconded by Mr. Guide.

Discussion ensued with Special Education Director Beth Rincon on the data needed by NESDEC to generate a SPED trend report, the misconception that identified students require the same services, trends studies conducted by SERESC, reporting on the trends of disability categories, the drivers for special ed costs (tuition, transportation, and contracted services), the mandate to fund special ed even if the school board does not adequately fund it in the default (by law it will have to come from another budget line), enrollment having little to do with costs as costs are dependent on student needs not on the number of students, and the goal of keeping students in district as much as possible.

VOTE: The motion failed 4-4-0 (Mrs. Dube, Mr. Spero, Dr. Farah and Chairman Boyle opposed).

MOTION: Dr. Farah motioned to rescind the decision made at the January 11th school board meeting regarding the NESDEC October 1 Enrollment Report; seconded by Mr. Bealo. The motion passed 8-0-0.

BUDGET COMMITTEE UPDATE (02:12:14)

Mr. Guide reported the budget committee did not amend the proposed budget to include monies for updating heating systems but instead voted to recommend the school board draft a warrant article allowing the board to serve as spending agents of the capital reserve fund.

MOTION: Mr. Guide motioned the board draft a warrant article to see if the voters will appoint the TRSB as spending agents of the capital reserve fund; seconded by Mr. Bealo.

Discussion ensued on allowing administration to wordsmith the article in consultation with legal/DRA, how this provision would require only a public hearing to expend CRF monies versus seeking voter approval once a year, concern that the board could exhaust the reserve's fund too quickly, creating a policy specific to spending

money from CRFs (qualifiers, restrictions, etc.), and on using the CRF as a last resort.

VOTE: The motion passed 7-1-0 (Dr. Farah opposed).

ANNUAL REPORT (02:26:32)

Board members were reminded the school board article for the 2017 Annual Report is due shortly and is typically drafted by the school board chair. Chairman Boyle agreed to have a draft of the article ready for board review at the February 1st board meeting.

POLICIES (02:29:05)

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

MOTION: Mr. Bealo motioned to approve all policies (slated for first read) for first read; seconded by Dr. Farah. The motioned passed 8-0-0.

Discussion ensued on the second read policy DJE as compared to NHSBA sample language specifically in the areas of superintendent versus school board responsibilities. Discussion then focused on second read policy BCB at which time Mr. Ward recused himself and left the meeting (11:25pm). The board reviewed the nepotism paragraph noting the language mirrors the NHSBA sample policy and the need to finalize this policy in time for the upcoming candidate filing period.

MOTION: Dr. Farah motioned to accept policy BCB Conflict of Interest for second read; seconded by Chairman Boyle. The motioned passed 5-2-0 (Mr. Guide and Mr. Bealo opposed).

The remaining policies were tabled to the February 1st school board meeting.

ADMINISTRATOR'S REPORT (02:39:39)

Dr. Metzler presented a donation from SoRock for \$1,000 to be used to offset costs associated with a guest speaker at the high school.

MOTION: Mr. Guide motioned to accept the \$1,000 donation as presented; seconded by Mr. Spero. The motioned passed 7-0-0.

PERSONNEL REPORT (02:40:33)

Dr. Metzler recommended the board accept the retirement of Rosemary Gallagher (Pollard teacher of 36 years).

MOTION: Chairman Boyle motioned to accept the retirement of Rosemary Gallagher; seconded by Mr. Spero. The motioned passed 7-0-0.

OTHER BUSINESS (02:40:57)

Chairman Boyle opined on a Tripod Survey matter noting district policy authorizes the superintendent to oversee academic and non-academic surveys; however, he does not wish to see the district engaged in a fight with the NHDOE. Discussion ensued on the opt-in process, the matter being political in nature, a motion made but not seconded to not litigate the matter, the commissioner's lack of authority and accusations made by him, status of administering the survey to date, additional costs associated with modifying the survey, the hypocrisy of the NHDOE in waiving the opt-in requirement for the state's non-academic and invasive at-risk student survey, and the school board's unanimous vote to do the Tripod Survey as part of the superintendent's goals for the 2017-18 school year.

NONPUBLIC SESSION (02:56:01)

MOTION: Dr. Farah motioned the board go into nonpublic session under RSA 91-A:3, paragraph (c), matters which, if discussed in public, would likely affect adversely the reputation of any person (student matter); seconded by Mrs. Sherman.

The board was polled: Bealo – yes Farah – yes Sherman – yes
Boyle – yes Guide – yes Spero – yes
Dube – yes Ward – yes

The board entered nonpublic session at 11:46pm.

MOTION: Mr. Guide motioned the board exit nonpublic session; seconded by Mr. Bealo.

The board was polled: Bealo – yes Farah – yes Sherman – yes
Boyle – yes Guide – yes Spero – yes
Dube – yes Ward – yes

The board entered public session at 12:00am.

No action was taken in nonpublic session.

The meeting adjourned at 12:00am.

Respectfully submitted,



Catherine Belcher
Recording Secretary

Approved by the Board on February 1, 2018.

Administrators and Union Representation Present at the Meeting:

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
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. John **Fратиello**, Director of Food Services
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. Kathy **McKechnie**, Director of Preschool
Mr. Mitchell **Mencis**, Assistant Principal for Grade 8 at TRMS
Mrs. Christi **Michaud**, Director of Data, Assessment and Accountability
Mrs. Jennifer **Michitson**, Academic Dean of Enrichment, Freshman Academy, Reading and RTI
Mr. Rodney **Mills**, District Facilities Supervisor
Mrs. Lois **Paul**, Coordinator of Technology Integration
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. Nash **Reddy**, Special Ed Chair, TRHS
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 **Strainge**, Assistant Principal of Operations at TRHS
Mrs. Mary **Widman**, Assistant Principal of Academics at TRHS
Mr. Don **Woodworth**, Principal of TRHS
Mr. Ryan **Richman**, President of the Timberlane Teachers Association