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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%2001%202018&FolderCTID=&View=%7b8B0F59BE%2dD93D%2d4E49%2d9509%2dA6F7531FCCAB%7d>*

TIMBERLANE REGIONAL SCHOOL BOARD MEETING MINUTES

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

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

Call to Order (00:00:03)

Chairman Boyle opened this February 1, 2018 Timberlane Regional School Board meeting at 7:32pm 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, Donna Green (7:34pm), Susan Sherman and Kelly Ward.
Absent: Dan Guide and Gregory Spero.

Seated at the Board Table

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

Administrators Present

Listed on last page

Student Representative (00:01:15)

Bryan Lavoie reported on district activities that included the middle school's production of the Lion King Jr, and Geography Bee, the high school's Jazz All State at Pinkerton and Recycled Percussion speaker, Sandown North's mother and son dance, Atkinson Academy's Lip Sync concert at the PAC, and Danville Elementary School's 4th grade State House tour.

Delegates and Individuals (00:02:45)

Jennifer Toth, Sandown taxpayer and TTA member, spoke to appreciating the efforts of the board as it relates to the taxpayer as well as her concerns about the possible underfunding of the default budget and its potential impact on staffing and programs. She stressed the importance of the budget providing the necessary resources for personnel and school materials.

Kaitlyn Hilbert of Atkinson commended board members' commitment to their constituents in voting in the best interest of the district and then spoke of her confidence in the voters passing the proposed budget, that the default budget as developed is adequate to fund the district, and that the board does not deserve the negative and personal attacks members have been receiving.

Chairman Boyle table the approval of the minutes until later in the evening and re-arranged agenda items as follows:

TRANSPORTATION BID (00:08:49)

Tom Geary, Sandy Hodgkins, and transportation consultant Howard Anderson presented an overview of the transportation bidding process that included bidding specs associated with safety and communication (new buses, GPS application, behavior management plan, PA system and increased video surveillance), contract performance requirements (increase of liquidated damages, 2-way radio communication, vendor-owned routing software), advertising (website, wire service, forwarded to transportation companies), a mandatory pre-bid conference, the receipt of only one bid for a Timberlane only transportation contract, a review of a 10-year trend analysis, two bids for a Timberlane and Hampstead contract, and a comparison of those two bids (First Student and Student Transportation of America).

Dr. Metzler announced the Hampstead School District is not interested in pursuing a joint contract with Timberlane at this time and has asked the Superintendent to negotiate a transportation contract on their behalf. This would result in Timberlane having only one viable bid (option A – Timberlane only) from First Student.

Discussion ensued on the number (or lack of) bids received as well as possible reasons why, costs associated with bus terminal set up, a national shortage of drivers, bid specifications and whether or not they were bid prohibitive for some transportation companies, efficiencies in both time of travel and number of buses, that time and errand dictate the number of buses needed and not solely the number of students, the elimination of a Sandown bus, problems caused, and its reinstatement, Sandown’s high ridership numbers, and the bid specs specific to paying only for the number of buses needed.

Suggestions were made to modify the RFP and put it back out to bid. Discussion continued on penalties per occurrence, the need to ascertain costs for the purpose of default budget consideration, allowing Mrs. Green to draft an RFP for rebid (motion with no second), obtaining historical data on transportation for other categories (athletics, field trips, etc.), the local bus yard as it relates to bus response time, the high cost of labor for transportation companies, the timeline for securing a contract (not enough time to go out for re-bid), negotiating a better bid with First Student, and releasing the transportation contractor. By general consent (Mr. Ward opposed) the board authorized the Superintendent to negotiate with the bidders and provide an update at the next board meeting.

SPECIAL EDUCATION (01:32:22)

The board decided this item would be discussed in public session (although noticed for nonpublic) and would opt for nonpublic only if the need arose (FERPA concerns). Beth Rincon and Geoff Dowd provided information relative to special education unexpected and unbudgeted costs (due mostly to out-of-district placements and transportation), the obligation to transport out-of-district placement students, cost per small bus per year, efforts to share rides with other school districts, the difficulty in developing a SPED budget due to it being a moving target based on special ed enrollment and student needs, new out-of-district placements in 2017 (2), 2018 (2), and another anticipated for 2018, the timing of this information as it relates to the development of the proposed budget by the budget committee, concerns about cutting the SERESC budget and how it would devastate the special education department budget and ability to provide mandated services, and the cost for out-of-district placements (\$937k) and special education transportation (\$275k).

DEFAULT BUDGET (02:01:20)

Chairman Boyle opened discussion on the default budget by reading excerpts of the court case Green v. Earl Metzler et al regarding the development of the default budget, specifically that the default budget is just a bottom line number, is calculated by the school board who completes an MS-DS form with the DRA, that the form does not require the school board to show its work down to the function code level, and that the board can (upon passage of the default budget) reallocate funds from one line item to another. He went on to say the board did not have the special education information presented this evening when they developed the default budget. He then commended Dr. Farah for developing the default budget for the board.

Discussion ensued on moving capital money in the default to partially fund the default budget deficiencies and increasing the default budget by \$400k (motion not seconded).

MOTION: Mr. Bealo motioned to increase the default budget to \$72,889,630 (\$1.5m above the current proposed); seconded by Mr. Ward.

Discussion ensued on the default budget never being that much above the proposed budget, the statute on developing the default not including provisions on how much more or less it should be in relation to the proposed budget, and that it needs only be enough to keep the district running.

VOTE: The motion failed 3-4-0 (Mrs. Sherman, Mr. Ward and Mr. Bealo in favor).

Comments were made on the default budget of \$71,370,606 to be used to cover all the special education budget needs, and on contractual contract being include in the default.

MOTION: Mr. Bealo motioned to increase the default budget to \$71,870,606 (\$500k above the current proposed); seconded by Mrs. Sherman.

Discussion ensued on using the \$500k in the facilities line to cover this increase.

VOTE: The motion failed 2-5-0 (Mrs. Sherman and Chairman Boyle in favor).

Discussion ensued on directing the business administrator to make a line adjustment to which Mr. Dowd indicated he would not take on the responsibility to make adjustments on the board's default budget having no understanding of how it (board's default budget) was actually calculated.

MOTION: Mr. Ward motioned to increase the default budget by \$800k (\$72,170,606); seconded by Mrs. Sherman. The motion failed 3-4-0 (Mrs. Sherman, Mr. Ward and Mr. Bealo in favor).

Chairman Boyle called for a brief recess at 10:10pm. The meeting reconvened at 10:20pm.

MOTION: Chairman Boyle motioned to increase the default budget by \$500,001 totaling \$71,870,607; seconded by Mrs. Sherman. The motion passed 4-3-0 (Mrs. Green, Mrs. Dube and Dr. Farah opposed).

Regarding concerns the default budget as amended is higher than the proposed budget, Chairman Boyle noted he anticipates the proposed budget will be increased on the deliberative session floor.

MOTION: Mrs. Green motioned to strike and remove five administrator positions from the proposed budget; seconded by Mrs. Dube.

Discussion ensued on the development of the proposed budget as it relates to administrator positions and the newly elected board in March addressing staffing needs for the 2018-19 school year.

VOTE: The motion failed 1-4-2 (Mrs. Green in favor and Dr. Farah and Mrs. Dube abstained).

POLICIES

Tabled to next board meeting.

ADMINISTRATOR'S REPORT (02:48:58)

Dr. Metzler presented a request for a student trip to Model UN Boston for nine students to attend in February 2018 as well as the need for additional funding (\$2,636). Discussion ensued on funding to which the item was tabled for the moment until the school board miscellaneous account balance could be calculated.

Dr. Metzler presented a second student trip request for six students to attend the NHADA Student Leadership Conference in Bretton Woods in March 2018. Funding to be paid by way of the athletic department budget. Students would need to be excused from classes on March 15th and 16th.

MOTION: Mr. Bealo motioned to approve the student trip and excuse students from school: seconded by Mr. Ward. The motioned passed 7-0-0.

Dr. Metzler requested the board waive policy KDCA to allow for the distribution of a lacrosse camp flier to be distributed through students as the program serves as a feeder for the Timberlane lacrosse program.

MOTION: Mr. Bealo motioned to waive policy KDCA as requested; seconded by Mr. Ward. The motioned passed 6-1-0 (Mrs. Green opposed).

Upon verification that the school board had enough money in their miscellaneous account, Chairman Boyle called for a motion.

MOTION: Mr. Ward motioned to approve the Model UN Boston trip and fund \$2,636 of the cost from the school board miscellaneous account; seconded by Mr. Bealo. The motioned passed 5-1-1 (Mrs. Green opposed and Dr. Farah abstained).

PERSONNEL REPORT (02:59:48)

Dr. Metzler recommended the board approve the hiring of Patricia Fowler to the position of Occupational Therapist.

MOTION: Mrs. Sherman motioned to approve the hiring of Patricia Fowler as Occupational Therapist; seconded by Mr. Ward. The motioned passed 5-2-0 (Mrs. Dube and Mrs. Green opposed).

Discussion ensued on releasing the Tripod Survey contract to the public, it being stamped confidential, the district's responsibility to get legal advice prior to its release to the public, and the status of the survey at the middle school.

MINUTES (03:09:37)

The board reviewed the December 21, 2017 board meeting minutes and directed a notation be added about funds coming from the school board miscellaneous account.

MOTION: Mrs. Green motioned to approve the December 21, 2017 meeting minutes with revision; seconded by Mrs. Dube. The motioned passed 6-1-0 (Mr. Bealo opposed).

MOTION: Mr. Ward motioned to approve the January 11th, 18th, and 25th meeting minutes both public and nonpublic sessions; seconded by Mrs. Sherman. The motioned passed 7-0-0.

The meeting adjourned at 10:56pm

Respectfully submitted,


Catherine Belcher
Recording Secretary

Approved by the Board on February 15, 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. 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
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. Sandra **Hodkins**, Transportation Coordinator
Mrs. Patrice **Liff**, Assistant Principal at Atkinson Academy
Ms. Nancy **Louiselle**, Director of Human Resources
Ms. Melissa **MacDonald**, Elementary Literacy Coordinator
Mrs. Christi **Michaud**, Director of Data, Assessment and Accountability
Mrs. Jennifer **Michitson**, Academic Dean of Enrichment, Freshman Academy, Reading and RTI
Mrs. Carol **Mrowka**, Assistant Principal for grade 7 at TRMS
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
Mr. Don **Woodworth**, Principal of TRHS
Mrs. Jennifer **Toth**, Vice President of the Timberlane Teachers Association