

NOTE: When feasible, TRSB meetings are videotaped. This meeting was not videotaped as updates to the audiovisual equipment was in process.

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%2f2017%2d18%2f08%2010%202017&FolderCTID=&View=%7b8B0F59BE%2dD93D%2d4E49%2d9509%2dA6F7531FCCAB%7d>

## TIMBERLANE REGIONAL SCHOOL BOARD MEETING MINUTES

**Regular Board Meeting**  
**August 10, 2017**  
**7:30PM**

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

### Call to Order

Chairman Boyle opened this August 10, 2017 Timberlane Regional School Board meeting at 7:30pm with the roll call followed by the Pledge of Allegiance.

### Board Members Present

Peter Bealo, Brian Boyle, Kimberly Farah, Donna Green, Dan Guide, Susan Sherman, Gregory Spero and Kelly Ward. Absent: Stefanie Dube

### Seated at the Board Table

Dr. Earl Metzler, Superintendent of Schools

### Administrators Present (con't)

Christi Michaud, Director of Data, Assessment and Accountability

### Administrators Present

Sandra Hodgkins, Transportation Coordinator  
Tom Geary III, Business Operations Coordinator

Mark Pedersen, Academic Dean of Science  
Mary Widman, TRHS Assistant Principal of Academics

### Delegates and Individuals

Jack Sapia of Atkinson spoke to two issues: concern about the removal of the sidewalk in front of the high school as it relates to pedestrian safety, and suggested improvements to the athletic department (HVAC unit for athletic wing, public access to at least one of the batting cages during off season, and field maintenance).

## CURRENT BUSINESS

### LIFE OF AN OWL DONATION

Mary Widman presented a \$1,100 donation from the NH Interscholastic Athletic Association for use to support the Life of an Owl program. She provided an overview of the program and noted the district only receives 50% of the eligible donation because Timberlane does not participate in the NHIAA's non-academic student survey associated with the program.

**MOTION: Mr. Ward motioned to accept the NHIAA donation as presented; seconded by Mr. Guide. The motion passed 8-0-0.**

### CURRICULUM (SECOND READ)

Mark Pederson presented the engineering curriculum for second read noting courses AutoCAD I, AutoCAD II, Engineering Drawing and Architectural Drawing, as offerings to supplement the Project Lead the Way engineering program.

**MOTION: Mr. Bealo motioned to accept for second read the curriculum as presented; seconded by Mr. Guide.**

Discussion ensued on how these courses serve as modern day drafting courses which have been taught at Timberlane for 20 years, the increase in student enrollment for these courses, the advantages of exposing students to engineering courses in high school versus waiting until college, the need for students to enroll in AP calculus and AP physics as a foundation for engineering, and the impact to the program should the curriculum

not be approved.

**VOTE: The motion to approve the curriculum for second read passed 8-0-0.**

#### **PAC SCHEDULE**

Each year the school board reviews and approves the Performing Arts Center schedule to ensure district events are scheduled around school board meetings to allow for board members to attend events of interest.

**MOTION: Dr. Farah motioned to approve the PAC schedule as presented; seconded by Mr. Bealo. The motion passed 8-0-0.**

#### **TRANSPORTATION**

Sandra Hodgkins and Tom Geary presented an in-depth overview of the transportation program with specifics to how bus routes are developed and the methodology used in calculating ridership. She spoke on the state laws and district policies that govern the process, the history of the program since 2002, ridership assignments, routing, travel time, and other factors considered when developing routes (average ridership 60-65 students, morning and afternoon ridership differences, safest pickup and drop off locations, etc.). Discussion ensued on drafting an RFP for transportation bids and the timeframe for doing so, designing express routes, hiring bus monitors, combining routes to reduce costs, addressing discipline issues, driver shortages and measures taken by vendor to improve driver numbers, and labor law guidelines as it relates to compensation. The Superintendent will charge the Transportation Advisory Committee to meet in September to look into these items and to provide recommendations for program improvements and cost savings.

#### **STAFFING UPDATE**

Christi Michaud provided an update to staffing in preparation for the 2017-18 school year noting numerous nominations being presented in tonight's board packet. She highlighted pressure points associated with Danville full and half day kindergarten noting if the half day program surpasses the 20 student max as allowed by district policy, the board will need to consider their options of 1) waiving class size, 2) adding support to the classroom, or 3) adding another classroom.

#### **PERSONNEL REPORT**

While on the topic of staff, board members reviewed the personnel report noting resignations, nominations, and candidates in process of certification.

**MOTION: Mr. Bealo motioned to accept the resignation of Ryan McCusky; seconded by Mr. Guide. The motion passed 8-0-0.**

**MOTION: Mr. Bealo motioned to approve the 13 nominations as presented; seconded by Mr. Guide.**

Discussion ensued on the term *Statement of Eligibility* and alternative certification plans as permitted by the NH Department of Education to address critical shortages of teachers in certain subject areas, as well as the district's effort to mentor and provide oversight to these teachers to ensure students are receiving excellent instruction.

**VOTE: The motion to accept the nominations as presented passed 8-0-0.**

#### **ADMINISTRATOR'S REPORT**

None

#### **APPROVAL OF MINUTES**

Board members reviewed the July 20, 2017 public and nonpublic (two sessions) meeting minutes.

**MOTION:** Mrs. Green motioned to approve the July 20<sup>th</sup> public meeting minutes with correction; seconded by Mr. Spero. The motion passed 5-0-3 (Mr. Ward, Mr. Bealo and Mr. Guide abstained).

**MOTION:** Mrs. Sherman motioned to approve the July 20<sup>th</sup> nonpublic session I minutes with correction; seconded by Mr. Spero. The motion passed 5-0-3 (Mr. Ward, Mr. Bealo and Mr. Guide abstained).

**MOTION:** Mrs. Sherman motioned to approve the July 20<sup>th</sup> nonpublic session II minutes with correction; seconded by Mr. Spero. The motion passed 5-0-3 (Mr. Ward, Mr. Bealo and Mr. Guide abstained).

**COMMITTEE REPORTS**

Dr. Farah reported an August 21<sup>st</sup> Strategic Planning Committee has been scheduled to discuss survey results. Mrs. Green reported a summer Policy Committee meeting has not been scheduled due to lack of administrator availability. Efforts will be made to get a meeting scheduled the week of August 21<sup>st</sup>.

**SCHOOL BOARD REPORTS**

Both Mrs. Green and Mrs. Sherman will attend a preliminary hearing at the Department of Education regarding Mrs. Green’s complaint to the SAU.

**CORRESPONDENCE FOLDER**

Board members were reminded to review the correspondence folder.

**VENDOR AND PAYROLL REGISTERS**

Board members were reminded to review and sign the registers.

**OTHER BUSINESS**

Chairman Boyle directed that the other business segment of the board meeting will be used for board members to request future agenda items only. Preference is that these items be forwarded to him in advance of the meeting. Those items will then be considered later by the Chair, Vice Chair and Superintendent when developing school board agendas.

Mr. Spero exited the meeting at this time (9:17pm).

A nonpublic session was called in order for Chairman Boyle to update the board on questions raised in the July 20<sup>th</sup> nonpublic session.

**MOTION:** Mrs. Sherman 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; seconded by Dr. Farah.

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

**The board entered nonpublic session at 9:20pm.**

**MOTION:** Mrs. Green motioned the board exit nonpublic session; seconded by Mr. Guide.

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

**The board entered public session at 9:33pm.**


No action was taken in nonpublic session.

Chairman Boyle noted he was in receipt of an auditor's questionnaire as part of the district's annual audit process. Board members were encouraged to send him their input for consideration for submission.

**MOTION: Dr. Farah motioned to adjourn; seconded by Mr. Guide. The motion passed by general consent.**

The meeting adjourned at 9:36pm.

Respectfully submitted,



Catherine Belcher  
Recording Secretary

Approved by the Board on August 24, 2017.