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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%2f11%2002%202017&FolderCTID=&View=%7b8B0F59BE%2dD93D%2d4E49%2d9509%2dA6F7531FCCAB%7d>*

TIMBERLANE REGIONAL SCHOOL BOARD MEETING MINUTES

Regular Board Meeting
November 2, 2017
7:15PM

Superintendent's Office
30 Greenough Road
Plaistow, NH

Call to Order (00:00:33)

Chairman Boyle opened this November 2, 2017 Timberlane Regional School Board meeting at 7:20pm 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, Dan Guide (8:22pm), Susan Sherman, and Kelly Ward. Absent: Gregory Spero

Seated at the Board Table

Dr. Earl Metzler, Superintendent (8:25pm)
Bryan Lavoie, Student Representative

Administrators Present (Con't)

Tom Geary III, Business Operations Coordinator
Christi Michaud, Dir. of Data, Assessment and
Accountability
Mark Pederson, Academic Dean of STEM

Administrators Present

Geoffrey Dowd, CFO/Business Administrator

Others Present

Ryan Richman, Timberlane Teachers' Association President

Chairman Boyle opened the public hearing for a donation at 7:21pm.

Mark Pederson presented a donation from New Balance Corporation in the amount of \$5,000 for use towards the robotics program. He spoke to the increase in donation this year, the increased success of the program and the increased enrollment.

MOTION: Mr. Ward motioned to accept the donation of \$5,000 from New Balance for use in the robotics program; seconded by Mr. Bealo.

Discussion ensued on the valued partnership with New Balance and recognition of Frank Cornelius for his contributions to the program.

VOTE: The motion passed 7-0-0.

MOTION: Mr. Bealo motioned the board extend their thanks to Mr. Cornelius for his support of the STEM program by way of a letter; seconded by Mrs. Sherman. The motion passed 7-0-0.

Chairman Boyle closed the public hearing at 7:25pm.

Chairman Boyle recognized the life achievements and passing of Mr. Gerald Peterson (former Plaistow resident) who served on the budget committee and school board and who made the original motion to build the middle and high schools back in the 1960's.

Student Representative

Brian Lavoie provided an update on district events that included Bingo for Books, Jazz All States, Willy Wonka field trip, Macbeth production, Best Buddies Dodge Ball, Field Hockey state championship, and the upcoming Lip Sync, and Veterans Day concert.

Delegates and Individuals

None

CURRENT BUSINESS

PLAYGROUND UPDATE (00:11:00)

Mr. Geary provided an update on the progress of new playground equipment at the Danville Elementary and Atkinson Academy schools. He presented a project schedule reflecting the completion of tasks up to the purchase of equipment. Installation of the items is expected to be completed late November to early December.

Discussion ensued on the software used to track the project, the notice of receipt to the vendor prior to the issuance of a purchase order, actual costs of the projects, and appreciation to the organizations that raised and donated the funds. Delivery details were also noted.

TRANSPORTATION RFP (00:18:00)

Mr. Geary reported the general education transportation contract expires at the end of the school year and over the span of the next 5-year contract, the district is likely to spend \$10 million for transportation services. Given the added task of re-routing buses for cost savings and rider efficiencies, along with getting an RFP and bidding process implemented ahead of other school districts, he requested the board approve up to \$7,500 to secure the assistance of a transportation consultant. The consultant will be charged with developing the specifications for the transportation RFP, looking at combining the middle and high school buses, and providing re-routing options.

Discussion ensued on a 15% escalation cost in the transportation line in the 2018-19 budget, the need for improved transportation efficiencies, traffic flow at the Timberlane campus, assurances of board involvement in RFP approval, bidding process, and selection of vendor, and the timing piece associated with competing school districts.

MOTION: Dr. Farah motioned to approve up to \$7,500 for an RFQ to secure transportation consulting service; seconded by Mr. Bealo.

Discussion ensued on the process, the need for a consultant, and oversight by administration to secure a consultant. The question was called for vote.

VOTE: The motion passed 6-1-0 (Mrs. Green opposed).
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MINUTES (00:34:25)

The board reviewed minutes of October 5th and October 19th, both public and nonpublic sessions.

MOTION: Mrs. Sherman motioned to approve the October 5, 2017 public session minutes; seconded by Dr. Farah. The motion passed (with correction) 5-0-2 (Mr. Ward and Mrs. Green abstained).

MOTION: Mr. Bealo motioned to approve the October 19, 2017 public session minutes; seconded by Mrs. Sherman. The motion passed 7-0-0.
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MOTION: Dr. Farah motioned to approve the October 19, 2017 nonpublic session I minutes; seconded by Mrs. Sherman. The motion passed 7-0-0.

MOTION: Mr. Bealo motioned to approve the October 19, 2017 nonpublic session II sealed minutes; seconded by Dr. Farah. The motion passed 6-1-0 (Mrs. Green opposed).

SAU BUILDING LEASE (00:42:15)

Board members reviewed the draft SAU building lease. Discussion ensued on the opt-out clause with evergreen provision, the fixed rental rate for five years, the definition of reclaiming the total premises, and the need for both the owner and renter to be given a year's notice to end the lease.

Mr. Dowd entered the meeting at 8:05pm and contributed to the discussion.

MOTION: Mr. Ward motioned to approve the SAU Building Lease document as presented; seconded by Dr. Farah. The motion passed 6-1-0 (Mrs. Green opposed).

POLICIES (00:53:00)

Board members reviewed policies EBBB Accident/Injury/Incident Reports, EHB Data/Records Retention, IGEA Parental Objections to Specific Course Material, IHAM Health Education and Exemption from Instruction, BDE Board/Superintendent Leadership Team Committees, and BEDB Agenda Preparation and Dissemination for second read and policies EBCC Bomb Threats, GCCGA Rate of Pay for Substitutes, GCI Professional Development Opportunities for first read.

MOTION: Mrs. Green motioned to accept policy EBBB ACCIDENTS/INJURY/INCIDENT REPORTS for second read; seconded by Dr. Farah.

Discussion ensued on parental notification. The motion and second were withdrawn and the policy was placed on the next agenda as a second read.

MOTION: Mrs. Green motioned to accept policy EHB DATA/RECORDS RETENTION for second read; seconded by Dr. Farah.

Mr. Guide entered the meeting at 8:22.

Discussion ensued on the technology requirements to maintain specific students' records for 60 years after graduation and the state mandate to do so.

VOTE: The motion passed 8-0-0.

Dr. Metzler entered the meeting at 8:25pm.

MOTION: Mrs. Green motioned to accept policy IGEA PARENTAL OBJECTIONS TO SPECIFIC COURSE MATERIAL for second read; seconded by Dr. Farah.

Discussion ensued on the burden of providing alternative course material and the rights and responsibilities of parents.

VOTE: The motion passed 6-1-1 (Mrs. Green opposed and Mrs. Dube abstained).

MOTION: Mrs. Green motioned to accept policy IHAM HEALTH EDUCATION AND EXEMPTION FROM INSTRUCTION for second read; seconded by Mr. Bealo. The motion passed 8-0-0.

MOTION: Mrs. Green motioned to accept policy BDE BOARD/SUPERINTENDENT LEADERSHIP TEAM COMMITTEE for second read; seconded by Mr. Ward.

Lengthy discussion ensued on several provisions of the policies (SLT review, the list of standing committees).

MOTION: Mr. Bealo motioned to amend the motion by adding the statement that the Policy Committee is not required to present recommendations to SLT; seconded by Mrs. Sherman.

Discussion ensued on SLT's assistance with presentations for quality purposes as well as the School Board and SLT serving as a unified governance team.

VOTE: The motion to amend the motion passed 8-0-0.

MOTION: Mrs. Green motioned to amend the newly amended motion by adding "Standing Committees will consist of at least two school board members and as many other district and SAU employees as the Committee Chair may deem necessary. Only members of the committee may vote on Committee matters and at least two members of the Committee from the School Board must be present to hold a meeting. Though their input is welcomed and desired, at no time will any employees or consultants of the district or SAU have voting rights on any School Board Standing Committee. Voting rights on Standing Committees are strictly limited to elected school board officials; seconded by Mrs. Dube.

Discussion ensued on SLT membership, meeting availability, quorum of three members, committee action to be undertaken by school board, and the school board voting process.

VOTE: The motion to amend the motion failed 2-6-0 (Mrs. Green and Mrs. Dube in favor).

Discussion ensued on the many committees, their make-up and the common goal to work as a team for the district.

VOTE: The amended motion to accept policy BDE with the addition the Policy Committee not require SLT review passed 7-1-0 (Mrs. Green opposed).

MOTION: Mr. Guide motioned to accept policy EBCC BOMB THREATS for first read; seconded by Mrs. Sherman.

Discussion ensued on age appropriate consequences in instances of student involvement relating to bomb threats and mandatory reporting requirements.

VOTE: The motion passed 8-0-0.

Chairman Boyle tabled the remaining policies until the next board meeting.

REPORT CARD UPDATE (01:51:18)

Christi Michaud presented an update on the newly revised elementary report cards (grading and reporting committee membership, process and tools used to develop standards and rubrics, presentations made to grade level teams, C&A, TPAF and SLT, parental meetings and brochures, sample report card, and upcoming supports, web-based report cards ready in December, and parent portal access).

Discussion ensued on how modified education plans will be indicated on the report cards, further development of social studies and science competencies, the need to align the teaching of science and social studies strands for the compact report card model (target date of 2018-19 school year), hybrid model at middle and high school level, and the challenge of transitioning from grade 5 reporting to grade 6 reporting. Board members were encouraged to send any further questions or concerns about the new report cards to a C&A committee board member.

SANDOWN SCHOOLS (02:25:54)

This item is on the agenda for planning purposes only. The board discussed scheduling Sandown input meetings and a special board meeting to review options to address potential spacing issues at the Sandown schools. In addition to the four options noted in the Sandown Schools report were modifying the classroom size policy, moving 4th and 5th graders back to Sandown Central and moving TLC elsewhere, and placing K-3 at Sandown North with a Sandown TLC only at Sandown Central.

Discussion ensued on the number of improvements needed for any of the options, pushing the matter out into the 2019-20 budget season, ascertaining a recommendation from administration, and the data needed to make a decision. Sandown input meetings will be scheduled prior to the December 6th board meeting and administrations recommendations will be presented at the next board meeting.

Discussion ensued on CIP projects specific to the Sandown schools, other projects in general, and the need for administration to vet these projects to ensure they are in line with district goals.

BUDGET UPDATE (03:26:00)

Atty. Dowd reported the first draft of the proposed budget is still in the development process with a completed first draft scheduled for the November 21st Budget Committee meeting. The Budget Committee has requested a joint meeting with the School Board on November 30th. Discussion ensued on the roles of the Budget Committee and School Board as it relates to developing a budget, providing staffing input for budgeting, and weighing in on the bottom line. The first draft of the budget will be provided to School Board members once presented to the Budget Committee and the School Board will meet an hour in advance of the November 30th joint meeting to go over the budget and prepare for budget recommendations to the Budget Committee.

ADMINISTRATOR'S REPORT (03:55:29)

Dr. Metzler presented a donation of a bear statue (mascot) for Atkinson Academy from the Graczyk family in memory of Major Jeremy Graczyk, USMC. The value of the statue is \$800.

MOTION: Mr. Guide motioned to accept the donation of the bear statue mascot; seconded by Mrs. Dube. The motion passed 8-0-0.
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Dr. Metzler presented an SLT vetted Leaders in Prevention student trip scheduled for January or February 2018. Students would need to be excused from classes on the Friday of the trip.

MOTION: Mr. Bealo motioned to approve the student trip and excuse student from class for one day; seconded by Mrs. Sherman. The motion passed 7-0-1 (Mrs. Green abstained).

Dr. Metzler presented a request from a senior classman's family to allow the student to complete his high school year at Timberlane despite his recent move from the district.

MOTION: Mr. Guide motioned to allow the student to remain at TRHS for the remainder of the school year and to waive tuition liability; seconded by Mr. Bealo. The motion passed 7-0-1 (Mrs. Green abstained).

Dr. Metzler reported on a transportation reporting portal for district families to report concerns about busing, the offer of community assistance to district families still without power, and securing a generator at Sandown North to open school. He expressed his appreciation to Timberlane families for their patience in getting school open after the wind storm, and noted the first quarter marking period was extended two days to allow students to get all work handed in before grades close.

VENDOR AND PAYROLL REGISTERS

Board members were reminded to review and sign the registers.

Chairman Boyle adjourned the meeting at 11:27pm.

Respectfully submitted,



Catherine Belcher
Recording Secretary

Approved by the Board on December 21, 2017.