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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%2f10%2005%202017&FolderCTID=&View=%7b8B0F59BE%2dD93D%2d4E49%2d9509%2dA6F7531FCCAB%7d>*

TIMBERLANE REGIONAL SCHOOL BOARD MEETING MINUTES

Regular Board Meeting
October 5, 2017
7:30PM

Superintendent's Office
30 Greenough Road
Plaistow, NH

Call to Order (00:00:22)

Chairman Boyle opened this October 5, 2017 Timberlane Regional School Board meeting at 7:30pm 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 (7:55pm), Kimberly Farah, Dan Guide (7:34pm), Susan Sherman, and Gregory Spero. Absent: Donna Green and Kelly Ward.

Seated at the Board Table

Dr. Earl Metzler, Superintendent
Bryan Lavoie, Student Representative

Administrators Present

Michelle Auger, Pollard School Principal
Nancy Barcelos, Danville Elementary Principal

Administrators Present (con't)

Doug Blay, Pollard School Asst. Principal
Kathleen Dayotis, Atkinson Academy Principal
Tom Geary III, Business Operations Coordinator
Jo-Anne Georgian, Sandown North Principal
Jennifer Marino, TLC at Sandown Central Principal
Brian Shawley, Pollard Asst. Principal
Don Woodworth, Principal at TRHS

Others Present

Jennifer Toth, Timberlane Teachers' Association Vice President

Chairman Boyle deferred the approval of board meeting minutes until later in the evening.

Delegates and Individuals

Student representative Bryan Lavoie reported on Senior Parent Night, 7th and 8th grade open house, parent teacher conferences, PSAT's, Jazz and All State auditions, Dover Band Show, 24 Hour Play project, and Play for the Cure for cancer awareness.

CURRENT BUSINESS

ELEMENTARY ACTION PLANS (00:03:55)

Michelle Auger, Nancy Barcelos, Kathie Dayotis, Jo-Ann Georgian, and Jen Marino presented an executive summary of the elementary action plans that included reflections on common goals (early literacy, reading, math, diversity awareness and culture and climate). They spoke to benchmarks and expectations, tools used to measure them and on individual school reflections and highlights. They concluded their presentation with common goals for the 2017-18 school year that included setting a higher benchmark for literacy and math achievement, a focus on cultivating a positive learning environment measured by the Tripod Survey, and completing several events and activities throughout the year.

Discussion ensued on the data relative to making student connections, cleaner greener efforts, evidence of improved curb appeal, growing environmentally conscience students, and the rationale for specific benchmarks.

Mr. Guide entered the meeting at 7:34pm. Mrs. Dube entered the meeting at 7:55pm.

IRRIGATION PLAN UPDATE (00:27:09)

Tom Geary provided an update on the progress of the permitting phase of the proposed pond expansion at the Timberlane campus. This update included specifics related to work conducted by Busby Construction as the acting agent for the district. Items completed to date included informational discussions with NHDES, computed pond depths, determination of inlet treatment options, research on the extent of the Prime Wetland, property boundary marker research, and preliminary topography plan work.

Discussion ensued on possible costs for the pond expansion (too early to determine) and Mr. Geary's recommendation this item not be placed in the 2018-19 CIP schedule as more time is needed to define outcomes. Concern was also noted over the possible extent of the Prime Wetlands.

LONG-TERM FIELD MANAGEMENT PLAN (00:32:12)

Mr. Geary presented an athletic field's maintenance plan generated by his department with input from the field maintenance vendor. He indicated the field maintenance plan is currently being implemented to which is evidenced by the condition of the fields. Discussion ensued on student involvement in maintaining field areas after practices and games, the time made available for the grounds crew to focus on curb appeal and other field maintenance duties, restricting the use of Timberlane fields during droughts, generating specs for bids for the field maintenance for the 2018-19 school year (current contract for 2017-18 school year only), and potential field expansion options at the middle school field hockey field.

CIP PROJECT SCHEDULE REVIEW (00:44:02)

Board members reviewed the 2018-19 CIP project schedule as a means to vet the projects for recommendation of inclusion into the 2018-19 proposed budget. Item FACB-0011 HS Construct Admin Office was removed from the list as its inclusion was in error. Discussion ensued on the Atkinson and Danville playground projects, the anticipated revenue to offset those projects, the immediate need for these improvements, and the available of capital improvement funds from the current budget.

MOTION:	Dr. Farah motioned to approve the expenditure of \$27k from the current capital budget to purchase playground equipment at Danville Elementary (\$15k) and Atkinson Academy (\$12k) ; seconded by Mr. Guide.
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Discussion ensued on what if any items might be affected by this expenditure and communicating the removal of these two items from the CIP to the Budget Committee.

VOTE: The motion to passed 7-0-0.
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Discussion ensued on the fiber optic connection project and the need for more information, middle school SPED space, and the PAC wall. Mr. Geary is currently looking into the PAC wall matter to determine the scope of the repair as well as potentially recouping costs from the original building contractor. Final specs for the repair will be brought back to the board for review. Also discussed were the Sandown Central restroom, observation windows, and art cabinet projects, the tennis court projects, parking needs, consideration of any work at Sandown Central as it relates to long-term planning, the increase in a roofing quote for Atkinson Academy, and the digital sign project at Sandown Central. Members requested Mr. Fantasia, Mr. Henderson, and Mrs. Marino be invited to the next board meeting to provide rationale for their proposed projects.

BUDGET UPDATE (01:44:23)

Dr. Metzler updated the board on the budget development process and how he holds individual meetings with all building principals and directors to go over their proposed budgets line-by-line. Once that task is completed, principals and directors will make budget presentations to the Budget Committee. Discussion ensued on the final surplus number from the 2016-17 fiscal year, the auditing process, and presentation of an unofficial, internal calculation. Also noted was the need to update the net asset for properties that was completed last year by a consultant.

WARRANT ARTICLES (01:55:36)

This item is on the agenda as a placeholder for discussion on potential warrant articles. Discussion ensued on potential articles of a parking lot, planning study for the Strategic Plan, and on the timing of union contracts up for renewal.

ADMINISTRATOR'S REPORT (02:02:13)

Dr. Metzler reported on the need for a school counselor at the TLC at Sandown Central based on SPED, 504 and other issues. The need is for a full time counselor; however, they could make due with a .5 FTE position.

MOTION: Mr. Guide motioned to approve a new ½ time school counselor position at Sandown Central; seconded by Mrs. Sherman.

Discussion ensued on estimated costs with benefits, and it being an unbudgeted position.

VOTE: The motion to passed 7-0-0.

Dr. Metzler reported the Volleyball Boosters would like to donate \$900 to purchase a Hudle Assist Package to allow for recording game footage and tracking stats.

MOTION: Mr. Guide motioned to accept the donation of \$900 from the Volleyball Boosters to purchase the Hudle Assist Package; seconded by Mr. Spero. The motion passed 7-0-0.

Dr. Metzler reported the SLT has vetted and recommends a student trip to Montreal, Quebec in May of 2018 (specifics are in board packets). The trip will require one day of missed classes (May 18, 2017).

MOTION: Mr. Guide motioned to approve the student trip to Montreal and to miss one day of school; seconded by Mrs. Sherman. The motion passed 7-0-0.

Dr. Metzler reported the Blizzard Bag program for 2017-18 has been approved by the NH DOE. Administration is currently working with the TSSU and the TTA about the logistics of a blizzard bag day and block scheduling. He then thanked the SAU Board for endorsing his goals for the 2017-18 school year, noting it was a cooperative effort. He closed his report with recognizing two students (Samantha Fowler and Tegan Beaulieu) for being regional winners of the NH Statehouse Bicentennial Poster contest. Discussion then ensued on the need for parking at the high school, its priority over other projects due to safety concerns, and obtaining data about student driving preferences.

PERSONNEL REPORT

None

COMMITTEE REPORTS (02:26:27)

Board members presented updates on the Budget, Facilities, Transportation Advisory, Policy, Strategic Planning, Curriculum and Assessment, and Wellness committees.

REPORTS OF THE SCHOOL BOARD (02:33:12)

Board member reported on school district associated events they attended.

APPROVAL OF MINUTES (02:36:34)

Board members reviewed the September 21, 2017 public meeting minutes.

MOTION: Mr. Bealo motioned to approve the September 21st public meeting minutes; seconded by Mr. Guide. The motion passed 7-0-7.

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

Dr. Metzler informed the board the SAU lease drafted by the board was reviewed by legal and rejected due to the one-year renewal notice language. The plan is to present a draft to the Timberlane board for approval and have to the SAU Board for their November meeting.

The meeting adjourned at 10:09pm by motion of Mr. Guide and second of Mrs. Sherman.

Respectfully submitted,



Catherine Belcher

Recording Secretary

Approved by the Board on November 2, 2017.