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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%2f2016%2d17%2f02%2016%202017&FolderCTID=&View=%7b8B0F59BE%2dD93D%2d4E49%2d9509%2dA6F7531FCCAB%7d>

## TIMBERLANE REGIONAL SCHOOL BOARD MEETING MINUTES

**Regular Board Meeting**  
**February 16, 2017**  
**7:30PM**

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

### **Call to Order (00:00:10)**

Chairman Bealo called this February 16, 2017 Timberlane Regional School Board meeting to order at 7:30pm with the roll call followed by the Pledge of Allegiance.

### **Board Members Present**

Peter Bealo, Rob Collins, Stefanie Dube, Donna Green, Dan Guide, Jack Sapia, Susan Sherman, Gregory Spero, and Kelly Ward.

### **Seated at the Board's Table**

Dr. Earl Metzler, Superintendent of Schools  
Dr. Roxanne Wilson, Assistant Superintendent  
Niko Nifakos, Student Representative

### **Other Administrator's Present**

Nancy Barcelos, Principal at Danville Elementary  
Lorin Caffelle, Special Ed Administrator, TRMS  
Kathie Dayotis, Principal at Atkinson Academy  
Beth Rincon, Director of Special Education

### **Union Representation**

Jennifer Toth, Vice President TTA

### **DELEGATES AND INDIVIDUALS (00:01:45)**

Student Representative Niko Nifakos provided an update on district activities (Blizzard Bag days, sporting events and team standings, block scheduling, deliberative session, swim record broken by Taylor Hogan, and the upcoming production of *West Side Story*). Jack Sapia of Atkinson spoke to what he determined to be improprieties of Chairman Bealo.

**MOTION:** Mrs. Green motioned to allow Mr. Sapia to speak beyond the three minutes allotted for delegates and individuals; seconded by Mrs. Sherman. The motion passed 6-2-0 (Chairman Bealo and Mr. Collins opposed).

Mr. Sapia called for Mr. Bealo's resignation. Donna Green of Sandown also called for Mr. Bealo's resignation as Chairman of the Board and then spoke to her concerns about the changing of her citizen's petition at the Deliberative Session and the Achieve3000 event at the middle school. Mrs. Dube of Danville spoke to Achieve3000 comments posted to social media, shared a letter on her personal cell phone regarding a parent's concern over food choices at the Danville Elementary School, and spoke to her regret in not speaking out on the changes to the citizen's petitions at the Deliberative Session.

### **CURRENT BUSINESS**

#### **Donations (00:15:30)**

Peter Richards, Beth Rincon, Nancy Barcelos, Loren Caffelle, and Kathie Dayotis presented donations from the Knights of Columbus totaling \$4,901.68 which is to be used to support the special education programs at each represented schools. Mr. Richards provided a historical recap of past monies raised for the district, as well as the process of the Tootsie Roll Drive.

**MOTION:** Mrs. Sherman motioned to accept the donation of \$4,901.68 with thanks and appreciation; seconded by Mr. Guide.

Discussion ensued on sponsorships and opportunities for young men to join the organization.

**VOTE: The motion to accept the donation passed 9-0-0.**

Danville Elementary School PTA president Billie Fester and Principal Barcelos presented a donation in the amount of \$2,241.21 from the Danville PTA to be used to purchase a water bottle filling station and an AED for the school.

**MOTION: Mr. Sapia motioned to accept the donation of \$2,241.21 as presented; seconded by Mr. Collins.**

Discussion ensued on filter replacement for the water bottle filling station.

**VOTE: The motion to accept the donation passed 9-0-0.**

Chairman Bealo called a recess from 8:00pm-8:17pm to make corrections to the 2018-19 school calendar in board packets. Dr. Metzler left the meeting.

**2018-19 SCHOOL CALENDAR (00:28:50)**

Chairman Bealo announced that the 2018-19 school calendar would be postponed to a future board meeting due to technical difficulties in getting a corrected version to the board for this meeting.

**ANNUAL REPORT ARTICLE (00:29:38)**

Board members reviewed and posed suggestions to the draft school board article penned by Chairman Bealo.

**MOTION: Mr. Ward motioned to approve the article for the 2016 Annual Report with changes; seconded by Mr. Collins. The motion passed 9-0-0.**

Dr. Metzler returned to the meeting.

**SANDOWN IMPACT FEE DATA REQUEST (00:51:15)**

Chairman Bealo presented correspondence from the impact fee consultant for the Town of Sandown requesting the district populate a spreadsheet providing student data in order for him to compute tax impact figures.

**MOTION: Mrs. Green motioned the board instruct SAU personnel to fill out the spreadsheet and provide the information to the town per Mr. Mayberry's instructions; seconded by Mr. Sapia.**

Discussion ensued on past and present concerns about providing any type of student data that could be used to identify students by address. The board could not reach a consensus about whether or not providing the data would be in violation of FERPA. Several board members opined the burden for collecting this data is on the town not the school district and further cited other ways in which to ascertain this information. Other board members felt it was the duty of the school district to provide it. After much discussion the board agreed to consult further with the consultant to determine which of the fields on the spreadsheet needed to be used as well as convey the intentions of the board that if student data is provided, the data would be subject to a random sort to prevent any student from being directly connected to a specific parcel.

**VOTE: The motion to instruct SAU personnel to provide the data failed 1-8-0 (Mrs. Green in favor).**

The item will be placed on the March 9<sup>th</sup> agenda for follow up discussion and possible action depending on

information provided by the consultant.

#### **2018-19 SCHOOL CALENDAR (01:16:45)**

The 2018-19 proposed school calendar was able to be produced for the meeting. Dr. Metzler reviewed the 180 instructional days, five professional development days, and 10 emergency make up days. He also noted that successful Online Learning Blizzard Bag days would reduce the number of end of year make up days. Discussion ensued on the use of early release days (used for parent-teacher conferences as well as professional development days), start date before Labor Day, and teacher flex days.

**MOTION: Mr. Guide motioned to approve the proposed 2018-19 school calendar as presented; seconded by Mr. Collins. The motion passed 8-1-0 (Mrs. Sherman opposed).**

#### **SPECIAL EDUCATION COMPLIANCE (01:27:40)**

Beth Rincon reported the district has self-selected for NH DOE compliance monitoring whereby DOE team members will conduct an audit of special education files, meet staff, and offer specialized training in an effort to both determine compliancy and identify and address any weaknesses in the special education program. The DOE team will begin the monitoring process in November 2017 with a final report expected in January 2018. No students or parents will be interviewed during the monitoring. A follow up report will be presented in January/February 2018.

#### **ADMINISTRATOR'S REPORT (01:42:40)**

Dr. Metzler requested the board approve a student request to attend the Heavy Duty Mechanics program at Alvirne High School in the fall. The student has been proactive in aligning his graduation plan with the CTE program. Estimated district cost is \$600 per year (two year program).

**MOTION: Mr. Collins motioned to approve the request for the student to attend the CTE program at Alvirne High School; seconded by Mrs. Sherman.**

Discussion ensued on travel and instructional time.

**VOTE: The motion to approve the student request passed 9-0-0.**

Dr. Metzler publically thanked staff members responsible for setting up the deliberative session as, due to weather conditions, the session needed to be set up twice; once in the high school gym and once in the PAC. He then reported on two district procedures recently updated by SLT (IJM-X and IJL-R).

#### **PERSONNEL REPORT (01:49:21)**

Dr. Metzler requested the board approved the early retirement incentive of a 30-year district teacher who is retiring due to health issues. The deadline to receive the retirement incentive is January 1<sup>st</sup>.

**MOTION: Mrs. Sherman motioned to waive the notification requirement and accept the retirement of this 30-year district teacher; seconded by Mr. Collins.**

Discussion ensued on the cost for the retirement incentive and whether or not it was budgeted. It was noted this is an unfunded liability that is budgeted each year.

**VOTE: The motion to approve early retirement incentive passed 8-0-1 (Mrs. Green abstained).**

#### **APPROVAL OF MINUTES (01:54:01)**

Board members reviewed the February 2, 2017 public and nonpublic minutes and the February 10, 2017 special

meeting minutes.

**MOTION:** Mr. Collins motioned to approve the February 2, 2017 public and nonpublic minutes and the February 10, 2017 special meeting minutes; seconded by Mr. Sapia. The motion passed 7-1-1 (Mrs. Green opposed and Mrs. Dube abstained).

**COMMITTEE REPORTS (01:55:56)**

Board members provided committee updates on the Safety, Curriculum and Assessment, Wellness, CIP, and Facilities committees. Discussion ensued on the campus well RFQ and its status which will be placed on the next meeting’s agenda, on Atkinson Academy water damage (repairs to be paid by roofing company insurance), an on drafting school site rules for all contractors prior to the commencement of work. Budget, Community Relations, and Strategic Planning committees’ updates were also provided. The Wellness Center Subcommittee is currently collecting data necessary to move the project forward.

**SCHOOL BOARD REPORTS (02:24:09)**

Vendor payment questions posed at the last board meeting were answered relative to Primex<sup>3</sup>, Enterprise Rental, and Anti-Defamation League. Members reported on the district activities they attended, sporting events, and the Deliberative Session.

**CORRESPONDENCE FOLDER**

Correspondence was circulated amongst board members.

**VENDOR AND PAYROLL REGISTERS**

Reviewed and signed by members.

**OTHER BUSINESS (02:08:20)**

Board members recognized Mr. Sapia’s service on the School Board.

**MOTION:** Mr. Sapia 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 Mrs. Dube.

The board was polled:

Bealo – no	Sapia – yes
Collins – yes	Sherman – yes
Dube – yes	Spero – yes
Green – yes	Ward – yes
Guide – yes	

**The board entered nonpublic session at 10:26pm.**

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

The board was polled:

Bealo – yes	Sapia – yes
Collins – yes	Sherman – yes
Dube – yes	Spero – yes
Green – yes	Ward – yes
Guide – yes	

**The board entered public session at 11:47pm.**

**MOTION:** Mr. Guide motioned to seal the nonpublic minutes as the divulgence of information would likely affect adversely the reputation of someone other than a member of the board; seconded by Mr. Collins. There being no discussion, the motion passed 8-1-0 (Mrs. Green opposed).

With no other business before the board, Chairman Bealo adjourned the meeting at 11:48pm.

Respectfully submitted,

A handwritten signature in black ink that reads "Catherine Belcher". The signature is written in a cursive style with a large initial "C" and "B".

Catherine Belcher

Recording Secretary

Approved by the Board on March 9, 2017.