

*NOTE: When feasible, TRSB meetings are videotaped. These meeting minutes reflect only a basic summary of the meeting topics, discussion and action. Details of this meeting may be viewed by accessing the online Vimeo at: <https://vimeo.com/album/255898/video/221955197>
Materials presented at the board meeting may be viewed at:
<http://portal/sau/trsb/Shared%20Documents/Forms/AllItems.aspx?RootFolder=%2fsau%2ftrsb%2fShared%20Documents%2fSCHOOL%20BOARD%20MEETING%20AGENDA%20MATERIALS%2f2016%2d17%2f06%2015%202017&FolderCTID=&View=%7b8B0F59BE%2dD93D%2d4E49%2d9509%2dA6F7531FCCAB%7d>*

TIMBERLANE REGIONAL SCHOOL BOARD MEETING MINUTES

Regular Board Meeting
June 15, 2017
7:30PM

Superintendent's Office
30 Greenough Road
Plaistow, NH

Call to Order (00:00:08)

Chairman Boyle opened this June 15, 2017 Timberlane Regional School Board meeting at 7:30pm with the Pledge of Allegiance followed by the roll call.

Board Members Present

Peter Bealo, Brian Boyle, Stefanie Dube (7:54pm), Kimberly Farah, Donna Green, Dan Guide, Susan Sherman, Gregory Spero (7:59pm) and Kelly Ward.

Seated at the Board Table

Dr. Earl Metzler, Superintendent of Schools
Niko Nifakos, TRHS Student Rep
Bryan Lavoie, Incoming TRHS Student Rep

Administrators Present

Sandra Allaire, Academic Dean of World Languages
Kathleen Dayotis, Atkinson Academy Principal
Angelo Fantasia, Director of Athletics
Jo-Ann Georgian, Sandown North Principal
Ken Henderson, Director of Technology
Jim Hughes, Director of Facilities

Administrators Present (con't)

Mitchell Mencis, Academic Dean of Business, FACS,
ICT, Health and PE
Christi Michaud, Director of Data, Assessment and
Accountability
Mark Pedersen, Academic Dean of Science
Scott Strange, Senior Academic Dean of Social
Studies and Dir of Alt and Cont Ed and
Enrichment
Mary Widman, TRHS Assistant Principal of
Academics
Don Woodworth, Principal – TRHS

Other District Personnel Present

Ryan Richman, President of the Timberlane Teachers Association
Jennifer Toth, Vice President of the Timberlane Teachers Association

Delegates and Individuals/Student Representative Report

Chairman Boyle thanked outgoing student representative Niko Nifakos for his service as student representative for the 2016-17 school year and then presented him a Bentley College sweatshirt as a parting gift. Niko thanked the board and then provided a student report that included information on the graduation ceremony, sporting accomplishments, final exams schedule, and the introduction of Bryan Lavoie as the incoming student rep for the 2017-18 school year.

W. David Gerns of Plaistow, also Timberlane Budget Committee Chair, spoke on the matter of the school board goal associated with budgeting, the 1.8% budget increase for 2017-18 that is less than the rate of inflation, the transparency of the budget development process, the intention of the Budget Committee to use only validated data from district administration as a basis for developing the 2018-19 district budget, and looking forward to a mutually supported budget process between the Budget Committee and School Board.

Sarah Machemer of Plaistow spoke to her concerns on school board goal #3 regarding the use of class size to rationalize course offerings and the impact this would have to Timberlane's highest student achievers, and that the review of course offerings as it relates to enrollment is already a conducted at the high school.

Lily Farah of Danville, also TRHS junior, submitted a petition on block scheduling.

TTA President Ryan Richman spoke on his concerns relative to school board goal #3 and its potential to negatively impact the school's academic competitiveness, staffing, and the quality of education.

CURRENT BUSINESS

EAGLE SCOUT PROJECT

This item was placed on hold until the arrival of the Eagle Scout who was attending a school banquet.

GOVERNMENT CLUB (00:19:35)

Ryan Richman, Cameron Magner and Jake Chaput provided a presentation on the recent Harvard Model Congress and Youth and YMCA Youth and Government Program events. Other club members present were Meghan Query, Bryan Lavoie, Kaia Beckerman, and Taylor Gilcreast.

Mrs. Dube entered the meeting at 7:54pm and Mr. Spero at 7:59pm.

Presenters shared the process of writing, debating, and voting on model legislation and award recipients for the Harvard Model Congress events and on caucusing, the dominating performance by Timberlane students, and student elections for the Youth and Government Program. Attendance for both events has dramatically increased.

CURRICULUM (FIRST READ) (00:40:03)

Mark Pederson, Mary Widman, Sandra Allaire, Mitch Mencis, and Scott Strainge presented the ICT, FACS, Art, Music, Business and Industrial Technologies curriculum for second read and offered to field questions from the board. Board members serving on the Curriculum and Assessment Committee are Mrs. Sherman, Dr. Farah, and Mr. Bealo who thanked the committee for the last very productive three years in writing K-12 vertically aligned curriculum.

MOTION: Mr. Guide motioned to accept for second read the curriculum as presented; seconded by Mr. Ward. The motion passed 9-0-0.

PICK UP PATROL (00:42:36)

Ken Henderson updated the board on the K-8 student dismissal app currently used as a free trial to the end of the school year. He presented an implementation summary, application overview, usage statistics, and next steps, noting he is seeking board approval to continue using the program at a cost of \$3,300 at the elementary and middle school levels and to add the program at the high school level for an additional cost of \$1,900 as the app can be used for student absences as well.

MOTION: Mr. Guide motioned to approve the continued use of the program for the next school year as presented; seconded by Mrs. Sherman.

Discussion ensued on pricing and budget accounts to be used for funding the initiative and increasing parental use of the program.

VOTE: The motion to continue with the program passed 8-1-0 (Mrs. Green opposed).

STRATEGIC PLAN UPDATE (00:56:43)

Dr. Roxanne Wilson updating the board on the Strategic Plan process that included publishing a community survey, plans to conduct community input forums, and securing an outside contractor to assist in facilitating the forums, qualifying the data, and drafting the mission, vision, goals and plan itself. Discussion ensued on the contractor's cost and scope of the work, as well as ascertaining both in-house and outside data specialists to

assist with translating the survey and forum data. The board directed the Strategic Planning Committee meet with the consultant at their already scheduled July meeting to determine costs and scope of work to be done, and to invite board members to attend.

EAGLE SCOUT PROJECT (01:21:27)

Eagle Scout Tim Trasatti presented a plan to construct an outside whiteboard kiosk at Atkinson Academy, and improve the area with new bark mulch, noting he wanted to give back to his former school and community. Discussion ensued on the cost (\$800), funding (donations), and project schedule (end of summer).

MOTION: Mr. Guide motioned to approve the project as presented; seconded by Mr. Bealo. The motion passed 8-0-1 (Mrs. Green abstained).

Clarification was made that the district would commit the necessary resources to maintain and care for this project as with other past Eagle Scout projects accepted over the years.

ATHLETIC TRAINER CONTRACT (01:27:13)

Angelo Fantasia, Dr. Eric Heaton, and Nicole Spaulding presented an overview of the services provided by Access Sports Medicine. Access has served as the district's athletic trainer contractor since 2012 and has not increased its costs since then despite the increase of program services. Discussion ensued on the specific services provided, student participation in ImPACT concussion testing, annual review process, and positive feedback from parents and teams.

MOTION: Mr. Guide motioned to approve the athletic trainer contract as presented for the 2017-18 school year; seconded by Mr. Ward.

Discussion ensued on the bidding process outlined in policy BJE, specifically the process related to existing services meeting the needs of the district being subject to an annual review versus going out to bid.

VOTE: The motion to approve the contract passed 8-1-0 (Mrs. Green opposed).

SUMMER PROJECTS OVERVIEW (01:34:00)

Mr. Hughes presented a list of summer projects, both building and sites, slated for summer 2017 broken out by school, estimated cost, contractor and budgeted amount. Extensive discussion ensued on the Priority Deferred Maintenance Wish List (items for consideration not included in the current budget), funding these items via surplus, the CIP threshold (\$10k), anticipated revenue shortfall, the fund balance retention fund (up to \$250), total of items under \$10k on the list, the need to execute project contracts by June 30th in order to encumber 2016-17 funds, and the deficiencies cited during the recent facilities' tours.

MOTION: Mr. Guide motioned to approve \$50k from surplus to address the items under \$10k on the list, not including the classroom windows at SC@TLC, but including the partitions in the DES boys' bathroom estimated at \$1,700; seconded by Mr. Bealo.

Discussion ensued on the interactive whiteboards being removed from the budget after the 2017 deliberative session and the outlets, playground expansion at TLC@SC, providing a list of 2016-17 projects with estimated and actual costs, and moving other large ticket items to the CIP.

VOTE: The motion to approve the \$50k passed 7-2-0 (Mrs. Green and Mrs. Dube opposed).

TTA CLIMATE UPDATE (02:27:10)

Ryan Richman and Jennifer Toth presented the Spring 2017 TTA climate survey results that included stats on

teacher participation by school, overall atmosphere, teacher to teacher interaction, administrator support, accountability, communication, input on directives, input on curriculum, student issues, student accountability, teacher role expectations, personal positive impact, PD alignment, and block schedule preparation. They reported that, based on interpretations of data and comments, the area of most concern is related to student behaviors and consistent enforcement of discipline. Superintendent support is high, administrator support varies by building, and communication by building administrators needs improvement. Discussion ensued on student code of conduct, necessary resources, survey participation, supportive role of the deans, use of 21st Century tools to assist in improving consistent student discipline, district goals that support academic rigor, board/staff communication, and receiving school board reports from the TTA and TSSU.

The board recessed from 10:56pm-11:04pm.

POLICIES (03:27:30)

Mrs. Green presented policy BEA School Board Meetings for first read and noted the Policy Committee discussed changes to the policy not reflected in the changes being presented.

MOTION: Mr. Guide motioned to accept policy BEA for first read; seconded by Mr. Bealo.

Discussion ensued on the process of amending policies at second read and remanding back to the Policy Committee if needed.

VOTE: The motion to approve for first read passed 8-1-0 (Mrs. Green opposed).

Discussion ensued to holding additional Policy Committee meetings.

SUSPENSION AUTHORIZATION (03:44:40)

Dr. Metzler presented the process for annual board authorization for the Superintendent and Assistant Superintendent to suspend students beyond 10 days as outlined in RSA 193:13 and how this relates to the appeal's process.

MOTION: Mr. Bealo motioned to authorize the Superintendent and his designee to continue the suspension of a student for a period in excess of ten school days as provided for in RSA 193:13(b); seconded by Mr. Guide.

Discussion ensued on the logistics of the appeal's process.

VOTE: The motion to authorize passed 7-1-1 (Mrs. Green opposed and Mrs. Dube abstained).

FEDERAL FUNDING AUTHORIZATION (03:49:51)

Each year the board must authorize the Superintendent, Assistant Superintendent, and Business Administrator to apply for and receive, on behalf of the District, federal and state grants/funding.

MOTION: Mr. Guide motioned to authorize Dr. Metzler, Dr. Wilson, and Geoff Dowd to apply for and receive on behalf of the District federal and state grants and funding and to file such authorization with the NH Department of Education; seconded by Mr. Guide.

Discussion ensued on grants and vetting of any grant conditions.

VOTE: The motion to authorize passed 7-2-0 (Mrs. Green and Mrs. Dube opposed).

JULY WORK SESSIONS (03:53:05)

Board members will be polled for availability for summer work sessions.

ADMINISTRATOR'S REPORT (03:55:57)

Dr. Metzler reported on schedule of monthly funding needs for district towns and legal updates, and Mrs. Michaud presented on enrollment numbers per policy IIA with comparisons to NESDEC projected numbers and class size concerns. The board will revisit this report at their August meeting.

PERSONNEL REPORT (04:12:26)

Dr. Metzler recommended the board accept the resignations of Karen LaPlante, Diane Murphy, and Renee Therrien.

MOTION: Mrs. Sherman motioned to accept the resignations as presented; seconded by Mr. Guide. The motion passed 9-0-0.

Dr. Metzler presented 2017-18 nominations of Teresa Bolduc (SN grade 5), Corey Cameron (TRMS Science), Amanda DeCew (TLC@SC Kindergarten) Ashley Haselton (PS grade 1), Angela LeSaux (DES grade 2), Taryn Lytle (TRSD Technology Interator), Gina O'Connor (TRHS SPED), Cali O'Sullivan (SN grade 1), Kristen Walker (PS SPED), Andrea Warchaizer (TRHS Pre-Engineering), and Jessica Webster (PS Kindergarten).

MOTION: Mr. Ward motioned to approve the 2017-18 nomination as presented; seconded by Mr. Guide.

Discussion ensued on these nominations being replacement staff and on the credentials of a science nominee.

VOTE: The motion passed 9-0-0.

COMMITTEE REPORTS

Due to the time, this item was not addressed.

SCHOOL BOARD REPORTS

Due to the time, this item was not addressed.

APPROVAL OF MINUTES (04:17:15)

Board members reviewed the June 1, 2017 public and the June 12, 2017 work session meeting minutes.

MOTION: Mr. Ward motioned to approve the June 1st meeting minutes; seconded by Dr. Farah. The motion passed 8-0-1 (Mrs. Green abstained).

MOTION: Mr. Bealo motioned to approve the June 12th work session minutes; seconded by Mrs. Sherman. The motion passed 6-0-3 (Mr. Ward, Mrs. Green and Mr. Guide abstained).

SCHOOL BOARD GOALS (04:19:22)

Board members reviewed the draft school board goals for 2017-18.

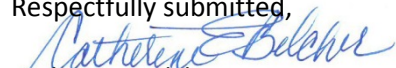
MOTION: Mr. Bealo motioned to approve the draft school board goals without the item related to the rationalizing of course offerings by class size listed in goal number 3; seconded by Mrs. Sherman.

Discussion ensued on the inferences associated with the statement, scenarios of eliminated course offerings based on course size, and the impact to music and high achieving students. Other goals were discussed relating to assessment reporting and advisory committee reporting timelines.

VOTE: The motion passed 5-4-0 (Mrs. Green, Dr. Farah, Chairman Boyle and Mrs. Dube opposed).

The meeting adjourned at 12:14am.

Respectfully submitted,



Catherine Belcher
Recording Secretary

Approved by the Board on July 20, 2017.