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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%2f06%2029%202017&FolderCTID=&View=%7b8B0F59BE%2dD93D%2d4E49%2d9509%2dA6F7531FCCAB%7d>*

TIMBERLANE REGIONAL SCHOOL BOARD MEETING MINUTES

Special Summer Board Meeting
June 29, 2017
7:00PM

Superintendent's Office
30 Greenough Road
Plaistow, NH

Call to Order (00:00:15)

Chairman Boyle opened this June 29, 2017 Timberlane Regional School Board special summer meeting at 7:00pm with the Pledge of Allegiance followed by the roll call.

Board Members Present

Peter Bealo, Brian Boyle, Stefanie Dube (7:04pm), Kimberly Farah, Donna Green, Dan Guide, Susan Sherman and Gregory Spero. Absent: Kelly Ward.

Seated at the Board's Table

Dr. Earl Metzler, Superintendent of Schools

Administrators Present

Geoffrey Dowd, Business Operations Coordinator
Don Woodworth, Principal – TRHS

Other District Personnel Present

Ryan Richman, President of the Timberlane Teachers Association

Chairman Boyle announced that although the delegates and individuals segment of regular board meetings is not on this special meeting's agenda, he will allow TTA President Ryan Richman to speak. He noted his desire in fostering open communication between the board and staff members.

Mr. Richman spoke to the TTA's concern of an agenda item related to student behavior management and the school board goals. He noted the union welcomes the opportunity to work with the board through well-articulated strategies to address student discipline, specifically in the area of providing appropriate resources.

POLICY BEA (00:03:26)

Board members reviewed policy BEA School Board Meetings for second read.

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

Discussion ensued on eliminating the section of the policy regarding public meetings versus meetings held in public.

VOTE: The motion to accept the policy for second read/adoption passed 7-1-0 (Mrs. Green opposed).

POLICY COMMITTEE POTENTIAL SUMMER MEETING SCHEDULE (00:04:30)

It was agreed the Policy Committee would hold two summer meetings between now and August; committee members would be polled for availability during the daytime (both am and pm options).

INTERNAL CONTROLS AUDIT (00:08:15)

Board members discussed drafting an RFP for an internal controls audit, inviting the Hampstead School Board

and SAU Board for inclusion, allowing appropriate time for the incoming Business Administrator to conduct his own internal audit and make appropriate changes with an outside firm conducting the audit at a later date, the upcoming August audit and budget season, and the incoming Business Administrator's unique background in auditing.

MOTION: Mr. Bealo motioned to create an RFP for an internal controls audit and to bring it back to the board; seconded by Mr. Guide.

MOTION TO AMEND: Mrs. Green motioned to amend the motion to have the RFP presented at the next board meeting; seconded by Mrs. Dube.

Discussion ensued on the timeframe and there not being a need to rush the process as they were looking for a possible audit in spring 2018.

VOTE TO AMEND: The motion failed 2-5-0 (Mrs. Green and Mrs. Dube opposed).

MOTION TO AMEND: Chairman Boyle motioned to amend the motion to have the RFP presented within 60 days; seconded by Dr. Farah. The motion passed 7-1-0 (Mrs. Green opposed).

VOTE ON AMENDED MOTION: The motion passed 8-0-0.

STUDENT BEHAVIOR MANAGEMENT (00:32:57)

As a follow up to the TTA climate and culture presentation at the last board meeting, the board engaged in a lengthy discussion on student discipline and options to support teachers. The conversation included a high school overview of student discipline stats, classroom management, supporting teachers through new (this year) initiate, protocol for addressing student behavior, support from academic deans, classroom dynamics, transition times, allowing administrators to continue working with the TTA to develop strategies, code of conduct, new teacher mentoring, consistency in administering discipline, referrals, providing periodic updates to the board, PBIS, developing a student management system that is both age and site-based appropriate, and dedicating the necessary resources as needed.

SCHOOL BOARD GOALS (01:48:50)

This item is on the agenda specifically to ascertain the board's position as to whether or not to add another goal to their 2017-18 goals specific to student behavior management or to continue to monitor the issue by way of quarterly updates to the board.

A motion was made that monthly reports to be provided to the board that include police calls to the high school and student suspensions. No second was received.

Discussion ensued on student privacy rights, ED317 filings with both local law enforcement authorities and the Department of Education, parent involvement in discipline matters, and the need for the TTA to partner with administration before the school board takes any action on the matter. Board consensus was that the board receive periodic updates and that no goal is needed at this time.

The board recessed from 9:06pm-9:11pm.

PRELIMINARY ENROLLMENT NUMBERS (02:05:06)

This item is continued discussion from the June 15th board meeting relative to advising the board of any pressure points associated with fall 2017 enrollment numbers. Middle and high school class schedule enrollment numbers were not yet available; however, administration would come back to the board for instances that

might require a waiver in class size or the need to add another classroom teacher. Discussion ensued on adding a support staff member instead of a classroom teacher, and the impact of in-district transfers and tuitioned students on enrollment numbers.

OTHER BUSINESS (02:13:25)

Discussion ensued on the recent hiring of the Business Operations Coordinator as it relates to process, the position being an SAU55 position (not TRSD), and an anticipated legal opinion on the matter. A motion was made to request a special SAU board meeting; however, it received no second. The item (request for SAU meeting) will be placed on the next board meeting’s agenda.

NONPUBLIC SESSION (02:17:26)

Chairman Boyle requested the board go into nonpublic session under reputation.

MOTION: Mr. Guide 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 Mr. Spero.

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

The board entered nonpublic session at 9:26pm.

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

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

The board entered public session at 10:24pm.

No action was taken in nonpublic session.

The meeting adjourned at 10:25pm.

Respectfully submitted,


Catherine Belcher

Recording Secretary

Approved by the Board on July 20, 2017.