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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%2f05%2018%202017&FolderCTID=&View=%7b8B0F59BE%2dD93D%2d4E49%2d9509%2dA6F7531FCCAB%7d>*

TIMBERLANE REGIONAL SCHOOL BOARD MEETING MINUTES

Regular Board Meeting
May 18, 2017
7:15PM

Superintendent's Office
30 Greenough Road
Plaistow, NH

Members of the board met from 7:00-7:20pm to recognize former board member Rob Collins for his service on the board. Mr. Collins served nine years. Jack Sapia was also scheduled to be recognized but was not in attendance.

Call to Order (00:00:06)

Chairman Boyle called this May 18, 2017 Timberlane Regional School Board meeting to order at 7:20pm.

Board Members Present

Peter Bealo, Brian Boyle, Stefanie Dube, Kimberly Farah, Donna Green, Susan Sherman, and Gregory Spero (7:45pm). Absent: Dan Guide and Kelly Ward.

Seated at the Board's Table

Dr. Roxanne Wilson, Assistant Superintendent
Niko Nifakos, Student Representative

Administrators Present

Deb Armfield, Exec. Dir. Curriculum, Assessment and Professional Learning CAPL K-12
Sandra Allaire, Academic Dean of World Language
Michelle Auger, Pollard School Principal
Nancy Barcelos, Danville Elementary Principal
Kathie Dayotis, Atkinson Academy Principal
Atty. Geoff Dowd, Business Operations Coordinator

Administrators Present (con't)

John Fratiello, Director of Food Services
Jo-Ann Georgian, Sandown North Principal
Jim Hughes, Director of Facilities
Kathy McKechnie, Preschool Coordinator
Mark Pederson, Academic Dean of Science
Doug Rolph, Principal – TLC at Sandown Central
Nancy Stafford, Sandown North Assistant Principal
Mary Widman, TRHS Assistant Principal of Academics
Don Woodworth, Principal – TRHS

Other District Personnel Present

Ryan Richman, President of the Timberlane Teachers Association

PUBLIC HEARING TO RATIFY ELECTION RESULTS

Pursuant to HB 329, Chairman Boyle opened the public hearing for ratifying the March 2017 election results. He noted the board agreed to hold this public hearing to protect and fully legitimize the election results, specifically those of the TSSU collective bargaining agreement approved by voters this past March. Public testimony was solicited regarding the board's action to ratify or not ratify the election results as well as any other comments regarding ballot questions. Dr. Farah noted the school board was in receipt of a letter from the NH Attorney General's office prohibiting the inclusion of any intent statements on the school district ballot. No one from the public spoke on the matter.

MOTION:	Mrs. Sherman motioned to legalize, ratify and confirm the actions taken at the Timberlane Regional School District election that was postponed due to severe weather; seconded by Dr. Farah. There being no discussion on the motion, the motion passed 6-0-0.
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Chairman Boyle closed the public hearing at 7:24pm noting that the board's decision will be posted as required.

Delegates and Individuals/Student Representative Report

Niko Nifakos began his report thanking Principal Woodworth and the high school faculty for their efforts in preparing the seniors for college. He then reported on high school activities (NH Scholars, Science NECAPs, Senior Prom, Big Buddy Little Buddy, Senior Cruise, Honor Society inductions, and last day of school for seniors). Board members commended him for his representation of the student body.

TTA President Ryan Richman spoke on outgoing union officers (Low and Felder), the re-election of the union President (Richman) and Vice President (Toth), and the board Chairman's recent decision to no longer announce the presence of union officers at board meetings.

Arthur Green of Sandown spoke on the NESDEC enrollment projections and the importance of ascertaining accurate enrollment projections for budget development.

Mr. Spero entered the meeting at 7:45pm.

CURRENT BUSINESS

DONATION (00:31:01)

Mark Pederson presented a \$2,500 donation from ExxonMobil noting the funds will be used towards the April 4th grade STEAM Camp. In the past the money has been used to promote STEM Night, buy equipment and support the STEM work.

MOTION: Dr. Farah motioned to accept the donation as presented; seconded by Mr. Bealo. The motion passed 7-0-0.

CURRICULUM (FIRST READ) (00:33:17)

Mark Pederson, Mitch Mencis, Mary Widman and Sandra Allaire presented the Music, Art, FACS, Business, and ICT curriculum noting the last three years have been dedicated to writing fully aligned K-12 curriculum. Standards used to write the curriculum was noted for each subject. Questions were fielded relative to written curriculum in the past, true re-writes of the updated, content literacy standards, and Common Core. Board members requested an overview of the entire curricula be presented at the end of the school year.

MOTION: Mrs. Sherman motioned to accept for first read the curriculum as presented; seconded by Mr. Spero. The motion passed 7-0-0.

SANDOWN NORTH ENROLLMENT/ACTION PLAN (00:51:34)

Jo-Ann Georgian, Nancy Stafford, and Deb Armfield presented on enrollment projections as they relate to the large housing developments in Sandown and possible options for addressing the anticipated increased enrollment. The presentation included implications for adding classrooms, current spacing concerns, and potential solutions (both short and long term). Discussion ensued on recommendations of the building administrators, soliciting parent input, estimated timeframe the apartment units would be rented out to full capacity, class size instructional models and DOE standards, relocating students to Sandown Central and the improvements that would be necessary to that building, safety concerns regarding the use of modulars, and reaching out to district towns for communications when large developments are planned/approved. Board directives: 1) solicit parent input on best options, 2) provide specifics related to costs associated with using Sandown Central (kitchen, staffing, bussing, and moving), and 3) provide NESDEC enrollment projects (both current and projected) along with timeline to complete them.

FOOD SERVICE BIDS (01:41:10)

Attorney Dowd provided an overview of the process in soliciting bids for the district food service program and reported on the three bidding companies and the results of the Food Service Committee's analysis of those bids. Discussion ensued on school personnel vs vendor personnel, training, the RFP specs, the criteria used to vet and

compare each company, amortization, menu and food offerings, meal account balance management, client relationship with Whitsons, the Hampstead School District's food service provider, and Hampstead's demographics.

MOTION: Mr. Bealo motioned the Board accept Whitsons' bid for food services; seconded by Dr. Farah.

Discussion ensued on the overwhelming support of this motion from the food service managers present at the meeting, and a contract term of five years with annual reviews.

VOTE: The motion passed 5-1-1 (Mrs. Green opposed and Mrs. Dube abstained).

MEAL ACCOUNT BALANCES (02:35:48)

Attorney Dowd provided a lunch balance update of student accounts with a negative balance of over \$300, those with previous year end deficit, those reduced since April, those without change, and those with increasing balances. Discussion ensued on collecting the debt before a student graduates, maximum charging amounts, addressing overages prior to students entering lunch lines, building principals' active participating to address negative account balances, categories of students who typically have negative account balances, Sunshine lunch fund accounts, and collection options (charge interest, small claims court, earlier involvement, disincentives at the high school level). The board directed Atty. Dowd to provide a report of negative account balances by school, balance dates (if possible), and whether or not those balances are active or inactive.

The board recessed from 10:21-10:28pm.

DANVILLE OIL DELIVERY SYSTEM (03:02:46)

Jim Hughes presented a report on the Danville Elementary School oil storage tanks resultant of a NH DES inspection that occurred in January 2017. He provided an overview of the timeline of the inspection to the present, the noncompliance issues, and options to address the deficiencies which were specific to the replacement of all soft metals in the oil delivery system in order to address the anticipated use of recycled heating oil in the future. Option number 1 involved replacing all soft metals in the system with an estimated cost of \$97,500. Option number 2 involved installing a large pipe system with an estimated cost of \$49,600. Discussion ensued on the bidding process, inclusion of the Fire Department in the process, and timeframe to complete the projects.

MOTION: Mrs. Dube motioned to move forward with option number 2; seconded by Dr. Farah. The motion passed 7-0-0.

Noting the hour, Chairman Boyle modified the agenda by postponing some of the agenda items.

PERSONNEL REPORT (03:21:16)

Dr. Wilson recommended the board accept the resignation of school nurse Paula Amante with 18 years of service to the district.

MOTION: Mrs. Sherman motioned to accept the resignation, with regret and best of luck, of Paula Amante; seconded by Mr. Bealo. The motion passed 7-0-0.

A motion was made and seconded and then withdrawn on accepting the administrator's list for renomination at the request of the Chair as he wanted to speak with the Superintendent prior to moving forward.

Dr. Wilson recommended the nomination of Sarah Carroll as TRMS Family and Consumer Science teacher beginning the 2017-18 school year.

MOTION: Mrs. Sherman motioned to accept the nomination of Sarah Carroll as presented; seconded by Mr. Bealo. The motion passed 7-0-0.

Dr. Wilson recommended the board approve the one-year leave of absence of Jessica Winter as allowed in the teachers' union contract.

MOTION: Mrs. Sherman motioned to approve the one year leave of absence; seconded by Mr. Spero. The motion passed 7-0-0.

SUMMER HOURS (03:29:15)

Dr. Wilson informed the board that as a cost savings measure, the school district implements a 4-day workweek during the summer months. The proposed schedule for summer 2017 reflects a 4-day schedule beginning the week of June 25 through August 18 to include eight Friday closures.

MOTION: Mrs. Dube motioned to approve implementing a 4-day workweek as presented; seconded by Mr. Bealo. The motion passed 6-1-0 (Mrs. Green opposed).

ADMINISTRATOR'S REPORT (03:31:02)

Dr. Wilson reported on the rescheduled dates of the Cleaner Greener Spring event, and of TRMS being named a NELMS Spotlight School. Board members requested a copy of the NELMS application that was submitted for the middle school should it be accessible/available electronically.

POLICIES (03:34:38)

Mrs. Green presented policy BGF Waiving, Suspending and Revoking Policies and noted the Policy Committee is recommending adding the words "Board or" to the sentence regarding waiving a policy for a one-time action.

MOTION: Mrs. Green motioned to accept policy BGF for first read; seconded by Mr. Bealo. The motion passed 7-0-0.

SCHOOL BOARD GOALS (03:37:15)


The board reviewed the changes made to the draft goals resultant of the last meeting. Discussion ensued on collecting data prior to adopting a goal regarding course offerings and class size. It was determined that additional meetings would be needed to complete the drafting of the goals.

OTHER BUSINESS (03:48:55)

Questions were posed about Facebook administrators and textbooks in dumpsters. Requested agenda topics included TTA presentation on the climate survey and gift chairs to board members.

The meeting adjourned at 11:23pm.

Respectfully submitted,


Catherine Belcher

Recording Secretary

Approved by the Board on June 1, 2017.