

*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/165624182>*

*Materials presented at the board meeting may be viewed at:*

<https://public.timberlane.net/sau/trsb/Shared%20Documents/Forms/AllItems.aspx?RootFolder=%2fsau%2ftrs%2fShared%20Documents%2fSCHOOL%20BOARD%20MEETING%20AGENDA%20MATERIALS%2f2015%2d16%2f05%2005%202016&FolderCTID=&View=%7b8B0F59BE%2dD93D%2d4E49%2d9509%2dA6F7531FCCAB%7d>

## TIMBERLANE REGIONAL SCHOOL BOARD MEETING MINUTES

**Regular Board Meeting**  
**May 5, 2016**  
**7:30PM**

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

### **Call to Order (00:00:05)**

Chairman Bealo called this May 5, 2016 Timberlane Regional School Board meeting to order at 7:32pm with the roll call followed by the Pledge of Allegiance led by Angelo Fantasia.

### **Board Members Present**

Peter Bealo, Rob Collins (7:54pm), 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  
George Stokinger, Business Administrator  
Deb Armfield, Executive Director of Curriculum,  
Assessment & Professional Learning  
Christi Michaud, Director of Data, Assessment and  
Accountability  
Nancy Louiselle, Human Resource Director  
Jordan DiTore, Student Representative

### **Other Administrators Present**

Angelo Fantasia, Athletic Director  
Lois Paul, Technology Integration Coordinator  
Mark Pedersen, Dean of STEM  
Mary Widman, Assistant Principal of Academics

### **Other District Personnel Present**

Lou Broad, TTA President  
Ryan Richman, TTA Vice President

### **Delegates and Individuals (00:06:43)**

Atkinson resident and sales representative John DiNapoli presented his concerns about an antibacterial agent allegedly used in district hand soap. He stated he wanted to be sure products used in the schools are vetted and are in the best interest of the district and taxpayer. He also noted his concerns regarding the longevity of some of the district's vendors.

Student representative Jordan DiTore reported on current high school activities that included the NH Scholars ceremony, the production of the Sound of Music, and senior events (prom, cruise, picnic and graduation) noting all items are listed on the high school website.

## **CURRENT BUSINESS**

### **INTRODUCTION OF TECHNOLOGY DIRECTOR (00:08:36)**

Ken Henderson thanked the board for his recent nomination to the position of District Technology Director beginning July 1<sup>st</sup>. He provided an overview of his credentials and his residency history (grew up in Plaistow, now lives in Danville), and then described the expectations of a technology director in fast, evolving field. He concluded with the acknowledgement of the service (37 years) of John Holland who is retiring in June and the value of Timberlane's "techies."

### **ATHLETIC TRAINER CONTRACT ANNUAL REVIEW (00:12:46)**

Angelo Fantasia, accompanied by Dr. Kevin Heaton and Nicole Spaulding of Access Sports Medicine provided specifics about the current athletic training services they provide to students as well as other free non-contractual services (sports physicals, physician coverage at games, free baseline IMPACT concussion testing,

athletic training room physician clinic, education seminars, participation at wellness fair, sponsor of Timberlane teams, donation of AED and addition of accepted insurances). Mr. Fantasia recommends the district enter into a third year partnership with Access. Members acknowledged the limitations to the training room services due to the space allocated. Until such time as facilities' needs are addressed, the athletic department will continue to work with the space they have. It was noted that the proposed contract for the 2016-17 school year reflects the same cost as the current year.

**MOTION: Mr. Spero motioned to accept the athletic training contract as presented; seconded by Mr. Collins.**

Discussion: At board inquiry Mr. Fantasia stated the athletic trainer is evaluated annually and he has no concerns or issues with the services provided. Statistics on injuries are routinely catalogued as are referrals. Mrs. Green noted that although she supports and appreciates the services provided, she will not vote for the contract renewal based on bidding protocols.

**With no further discussion the motion passed 8-1-0 (Mrs. Green opposed).**

#### **TRUSTEES OF THE TRUST FUND (00:28:26)**

Chairman Bealo noted the Danville Trustees of the Trust Fund were invited to attend the meeting to provide an overview of the district's investments; however, with the recent elections and the turnover of trustees, they are not yet prepared to present; but will do so at a later date. Questions were raised about the maintenance of the surplus retention fund and why this fund was not kept with the other Timberlane trust funds. Mr. Stokinger will research this matter.

#### **PE AND LIFE SKILLS CURRICULUM (00:33:40)**

Mary Widman and Mark Pedersen presented the district's K-12 physical education curriculum and the high school's special education Life Skills curriculum for first read noting the Life Skills curriculum is designed to instruct students on daily living skills and they are based on national standards.

**MOTION: Mr. Collins motioned to approve the PE and Life Skills curriculum for first read; seconded by Mr. Spero.**

Discussion: The PE concepts are not based on physical abilities solely, but also on how a student can access the resources to incorporate healthier physical standards for life. Standards are based on the same source as the Health curriculum – Shape America.

**With no further discussion the motion passed 8-0-1 (Mrs. Green abstained).**

#### **FEDERAL FUNDING AUTHORIZATION (00:49:29)**

**MOTION: Mr. Collins motioned to authorize Dr. Metzler, Dr. Wilson, George Stokinger 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. Ward.**

Discussion: It was noted that each year the board must authorize the Superintendent, Assistant Superintendent, Business Administrator and Business Operations Coordinator to apply for and receive, on behalf of the District, federal and state grants/funding (IDEA, Title grants, etc.). Concern was raised about obligations tied to federal or state grant monies and that the school board should vet all grants. Board members were assured that the Title monies were not aligned to any state or federal standards and Title I specifically is based on free and reduced lunch rates.

**With no further discussion the motion passed 7-1-1 (Mrs. Green opposed and Mrs. Dube abstained).**

**TUITION RATES (00:53:08)**

Mr. Stokinger presented proposed tuition rates for the 2016-17 school year noting he bases these calculations on the actual review of costs in the prior year and then aligns the cost with the increase in the budget. He also presented historical tuition rates. It was noted that the majority of tuitioned students are those of staff members who see firsthand the educational programs the district offers and want their children to access those programs. There are also a few special education placements.

**MOTION: Mr. Ward motioned to approve the 2016-17 tuition rates as presented; seconded by Mr. Collins.**

Discussion: Mr. Stokinger clarified he begins the tuition rate calculation with the cost per pupil rate.

**With no further discussion the motion passed 9-0-0.**

**SUSPENSION AUTHORIZATION (00:57:17)**

**MOTION: Mr. Collins 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. Spero.**

Discussion: The process for student suspension was reviewed (up to ten days by principal; over ten days by superintendent) as well as the rationale for the school board serving as the appeals board, timing and concerns about FERPA. The consensus of the board was that the Superintendent should manage the date-to-day operations of the district as well as provide him the ability to work closely with families in finding the best educational solutions for these students. Dr. Metzler informed the board that there is a zero tolerance for drugs, weapons or assaults on staff.

**With no further discussion the motion passed 9-0-0.**

**SCHOOL BOARD GOALS (01:03:51)**

Chairman Bealo opened discussion on the 2016-17 school board goals noted he received a few ideas related to the annual audit and the annual report. Other suggested goals included regular updates/reports on assessment, specific timeline for the annual report and audit, CIP, parental involvement, care of grounds and facilities, dedicating resources, and professional public relations. Board members were assigned specific goals to draft for the next board meeting.

**ADMINISTRATOR'S REPORT (01:39:44)**

Dr. Metzler requested the board enter into nonpublic session for an update on a discipline matter.

**MOTION: Mr. Ward motioned the board go into nonpublic session under RSA 91-A:3, paragraph (a), the dismissal, promotion or compensation or disciplining of any public employee; seconded by Mr. Sapia.**

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 nonpublic session at 9:14pm.**

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

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 9:45pm.**

The meeting recessed from 9:45pm-9:52pm.

Chairman Bealo announced that action had been taken in nonpublic session as well as the board motioned to seal the nonpublic minutes as they determined the divulgence of the information discussed in nonpublic session would likely adversely affect the reputation of any person other than a member of the body or agency itself.

Continuing under Administrative Report, Dr. Metzler noted the high school final exams schedule is in board packets for informational purposes.

#### **PERSONNEL REPORT (01:14:36)**

Dr. Metzler recommended the board accept the resignations of Stacey Condon, Peter Fisher, Nathan Leveille, Kelly Ruback, Catherine Shea, Kimberly Simpson and Tracee Van Brunt.

**MOTION: Mr. Ward motioned the board accept the seven resignations as presented with regret and good luck on future endeavors; seconded by Mr. Spero.**

Discussion: Board members discussed the need to aggressively recruit professional staff members in critical shortage areas.

**With no further discussion the motion passed 9-0-0.**

#### **COMMITTEE REPORTS (01:50:32)**

Chairman Bealo announced the *Policy Committee* met prior to the school board meeting and tackled over a dozen policies, including ILD and JRA.

Mrs. Sherman announced the *CIP Committee* is meeting on May 11<sup>th</sup>, the *C&A Committee* on May 17<sup>th</sup> and the *Wellness Committee* in October.

#### **SCHOOL BOARD REPORTS (01:52:05)**

Mr. Bealo reported he attended the NHSBA training in Concord and found it interesting.

Mr. Ward also attended the NHSBA training and noted a benefit in hearing from other school districts. He then extended well wishes to the Timberlane Players for their upcoming Sound of Music production.

Mrs. Sherman announced the Plaistow Women in Leadership event at the Plaistow Town Hall on May 9<sup>th</sup>.

Mr. Collins stated he would be attending the Sound of Music production and then asked if board members who attended the training would be willing to share their training materials with members who did not attend. He also noted it was teacher appreciation week and that PTA's and PTSA's did a great job in recognizing the teachers.

Mr. Spero announced the upcoming 5<sup>th</sup> grade car wash event on May 21<sup>st</sup> to be held across the street from the Atkinson Post Office, and YMCA basketball and floor hockey opportunities for students in grades k-12.

Mrs. Dube attended the school board training and found it informative.

Mrs. Green also attended the training and found she disagreed with much of that organization's position on school board matters. She will be attending the Sound of Music production as well.

**CORRESPONDENCE (01:58:26)**

Chairman Bealo announced the correspondence folder has gone around the table and that it was made available to board members prior to the commencement of this meeting. He then distributed a copy of correspondence he received in response to his response to the Baird letter.

**MINUTES (01:58:42)**

The board reviewed eight sets of minutes.

<b>MOTION:</b>	<b>Mr. Ward motioned to approve the March 17, 2016 re-organizational meeting minutes as presented; seconded by Mr. Guide. With no further discussion the motion passed 9-0-0.</b>
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<b>MOTION:</b>	<b>Mr. Ward motioned to approve the March 17, 2016 regular meeting minutes as presented; seconded by Mr. Guide. With no further discussion the motion passed 9-0-0.</b>
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<b>MOTION:</b>	<b>Mr. Collins motioned to approve the April 7, 2016 regular meeting minutes with a change; seconded by Mr. Guide. With no further discussion the motion passed 9-0-0.</b>
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<b>MOTION:</b>	<b>Mr. Ward motioned to approve the April 21, 2016 regular meeting minutes as presented; seconded by Mr. Guide. With no further discussion the motion passed 9-0-0.</b>
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<b>MOTION:</b>	<b>Mr. Guide motioned to approve the March 17, 2016 nonpublic meeting minutes as presented; seconded by Mr. Sapia. With no further discussion the motion passed 9-0-0.</b>
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<b>MOTION:</b>	<b>Mr. Guide motioned to approve the April 7, 2016 nonpublic meeting minutes as presented; seconded by Mr. Ward. With no further discussion the motion passed 9-0-0.</b>
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<b>MOTION:</b>	<b>Mr. Collins motioned to reconsider the motion to approve the March 17, 2016 nonpublic minutes; seconded by Mr. Guide. With no further discussion the motion passed 7-1-1 (Mrs. Green opposed and Mrs. Dube abstained).</b>
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<b>MOTION:</b>	<b>Mr. Collins motioned to seal the March 17, 2016 nonpublic meeting minutes as the board determines the divulgence of the information would likely adversely affect the reputation of any person other than a member of the body or agency itself; seconded by Mr. Sapia;. With no further discussion the motion passed 6-2-1 (Mrs. Green and Mrs. Dube opposed and Mr. Guide abstained).</b>
<b>MOTION:</b>	<b>Mr. Guide motioned to reconsider the motion to approve the March 17, 2016 regular minutes; seconded by Mr. Collins. With no further discussion the motion passed 7-1-1 (Mrs. Green opposed and Mrs. Dube abstained).</b>

<b>MOTION:</b>	<b>Mr. Guide motioned to redact the name noted on page 17 regarding the approval for leave of absence; seconded by Mr. Collins. With no further discussion the motion passed 8-0-1 (Mrs. Dube abstained).</b>
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**MOTION:** Mr. Collins motioned to approve the April 21, 2016 nonpublic meeting minutes (both session I and session II) as presented; seconded by Mr. Guide. With no further discussion the motion passed 9-0-0.

**OTHER BUSINESS (02:15:40)**

Mr. Sapia reminded the public and the board of the upcoming drug abuse prevention forum scheduled for May 16<sup>th</sup> at the Performing Arts Center. He thanked the administration for their help and support of the event.

Mrs. Green thanked Chairman Bealo for sharing response correspondence (Baird) and stated she would like to see the legal opinion used to draft that response.

Discussion about the length of school board meetings transpired noting the 10:30 hard stop would be put back into practice. Commendation was given to Chairman Bealo on the effective management of tonight's meeting.

With no further business before the board the meeting adjourned at 10:34pm.

Respectfully submitted,



Catherine Belcher

Recording Clerk

Approved by the School Board May 19, 2016.