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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%2ftrs%2fShared%20Documents%2fSCH%20OOL%20BOARD%20MEETING%20AGENDA%20MATERIALS%2f2015-16%2f02%2018%202016&FolderCTID=&View=%7b8B0F59BE-D93D-4E49-9509-A6F7531FCCAB%7d>*

TIMBERLANE REGIONAL SCHOOL BOARD MEETING MINUTES

Regular Board Meeting
February 18, 2016
7:30 PM

Superintendent's Office
30 Greenough Road
Plaistow, NH

Call to Order (00:00:05)

Vice Chairman Bealo called this February 18, 2016 Timberlane Regional School Board meeting to order at 7:31pm with the roll call followed by the Pledge of Allegiance led by TRHS student Kate Hoadley.

Board Members Present

Peter Bealo, Rick Blair, Rob Collins (8:00pm), Donna Green, Jack Sapia, Susan Sherman, Gregory Spero, and Kelly Ward. Absent: Nancy Steenson.

Seated at the Board's Table

Dr. Earl Metzler, Superintendent of Schools
Deb Armfield, Executive Director of Curriculum,
Assessment & Professional Learning

Other Administrators Present

Nancy Barcelos, Danville Elementary Principal
Angelo Fantasia, Director of Athletics

Other Administrators Present (continued)

Susan Lavrich, TRHS Special Ed Administrator
Brian O'Connell, TRHS Assistant Principal
Mark Pedersen, Academic Dean of STEM
Beth Rincon, Director of Special Education
Brian Shawley, Danville Elementary Asst. Principal
Michele Vance, Pollard Assistant Principal
Don Woodworth, TRHS Principal

Other District Personnel Present

Lou Broad, President of the Timberlane Teachers Association

Delegates and Individuals (00:02:30)

None

CURRENT BUSINESS

BASEBALL BOOSTERS SIGN SPONSORSHIP PROGRAM (00:02:35)

TRHS Baseball Boosters President Lisa Hall presented a sign sponsorship proposal in which the baseball boosters will be soliciting sign sponsorships that would allow businesses to purchase vinyl signs to hang on the top left field fence of the varsity baseball field during the baseball season. Seventeen signs were purchased last year.

MOTION: Mr. Sapia motioned to approve the sign sponsorship program as presented; seconded by Mr. Ward.

Discussion: Questions were raised about signage competition. None is expected as signs will be hung on the baseball fence that faces into the baseball field. This being an annual fundraiser, board members suggested the approval be extended for a two year (season) period.

MOTION: Mr. Sapia motioned to amend the motion by extending approval for two years; seconded by Mr. Ward.

With no further discussion the motion to amend the approval to two years passed 7-0-0.

DONATIONS (00:06:58)

KNIGHTS OF COLUMBUS: High School Special Ed Administrator Susan Lavrich, accompanied by Grand Marshal Joseph Widman and Knights of Columbus member Jeff Lozier, presented a \$3,000 donation from the Local Assembly of the NH Knights of Columbus as a result of their annual Tootsie Roll Drive. This money will be used to enhance enrichment programs for high school students with special needs.

MOTION: Mr. Ward motioned to accept the donation of \$3,000 from the Knights of Columbus; seconded by Mr. Blair.

Discussion: Board members thanked the organization for their donation and inquired of the timeframes students were involved in the fundraising. It was noted that fundraising was done on Saturday mornings outside of any instructional time.

With no further discussion the motion passed 7-0-0.

Danville Elementary Principal Nancy Barcelos, along with Nancy Heffernan, presented another donation from the Knights of Columbus' Tootsie Roll Drive; this one for \$1,300 to be used to enhance social opportunities for students with special needs.

MOTION: Mr. Sapia motioned to accept the donation of \$1,300 from the Knights of Columbus; seconded by Mr. Ward. With no further discussion, the motion passed 7-0-0.

Dr. Metzler announced that donations from the Tootsie Roll Drive were also received and graciously accepted in the amount of \$500 each for the middle school and Atkinson Academy special education programs.

PROJECT HOPE: Faculty Advisor Meaghan Guanci and students Kate Hoadley and Kailey Ross presented an historical overview of Project Hope, the Mealey's Meals fundraiser, and this year's fundraising efforts (over \$15,000 for Project Hope and over \$11,000 for Mealey's Meals). They then presented a request to accept a donation of \$2,500 to the Project Hope initiative from an anonymous donor.

MOTION: Mr. Spero motioned to accept the donation of \$2,500 for Project Hope; seconded by Mr. Ward.

Discussion: Board members commended the project's efforts as well as the outstanding Strut for a Cure fashion show.

With no further discussion the motion passed 7-0-0.

STEAM CAMP: Dean of STEM Mark Pedersen and Pollard Assistant Principal Michele Vance presented a \$2,500 grant from Exxon Mobile to support the STEM education program. Past year's donations from Exxon Mobile were \$1,000 and \$2,000 respectively. The money from this year's donation will be used to help fund the 4th grade STEAM Camp program held over April vacation.

MOTION: Mrs. Sherman motioned to accept the donation of \$2,500 from Exxon Mobile as presented; seconded by Mr. Blair.

Discussion: STEAM Camp will be held at the high school this year as the building will offer hands on opportunity for students in utilizing the science labs. Thirty students are expected to enroll.

With no further discussion the motion passed 7-0-0.

2017-18 SCHOOL CALENDAR (00:23:07)

Dr. Metzler announced that the first draft of the 2017-18 school calendar is being presented to the board for informational purposes and to solicit board feedback. It will also be presented to the TTA for their feedback. Once all feedback is received, a final version will be presented to the board for action.

Discussion ensued on increasing the number of instructional days from 180 to 181 as well as reserving April vacation as potential make up days instead of adding days at the end of the school year. Union contractual days, flex days, and annual family travel (vacations) would need to be considered in either proposal.

Mr. Collins entered the meeting at 8:00 pm.

Also noted was the possibility of instituting Saturday and Sunday sessions, the current use of Online Learning Blizzard Bag days, and annually scheduled April vacation band and theatre activities. Board members were directed to submit their suggestions for the 2017-18 school calendar to Deb Armfield and Dr. Metzler who would produce a calendar that is respectful of all parties.

POLICIES (00:37:20)

Vice Chairman Bealo presented two policies for second reading (IHDA – Adult Education Programs and DH Bonded Employees and Officer).

MOTION: Mr. Sapia motioned to approve these polices for second reading; seconded by Mr. Ward.

Discussion: It was noted that policy IDHA was amended at the last board meeting to remove part of the statement concerning the board sponsoring the program; however, it was not reflected in the policy presented.

MOTION: Mrs. Green motioned to amend the motion to approve policy IHDA with the change of striking the words “While sponsored by the board” and accepting policy DH as presented; seconded by Vice Chairman Bealo. With no further discussion the motion to amend passed 8-0-0.

With no further discussion the motion as amended with changes to IHDA and DH as presented for second reading passed 8-0-0.

SCHOOL BOARD SELF EVALUATION (00:42:05)

Board members reviewed the results of the 2016 School Board Self Evaluation and 360 Evaluation noting only five of nine board members participated as did only 22 out of 40 administrators. Areas receiving the highest rating were *continued improvement, climate, alignment* and *assessment*. Areas receiving the lowest rating were *vision* and *standards*. A 360 comment regarding initiative fatigue was noted to which board members cited the evaluation results will be used to draft school board goals for the 2016-17 school year and that the board should revisit their goals throughout the year.

ADMINISTRATOR'S REPORT (00:48:07)

No report given; however, a concern was raised over a Sandown North student activity presented in the School’s Activity Report, whereby students were to hold an appreciation breakfast for bus drivers. The concern was related to this activity being held during instructional time. Board members lauded the initiative citing such an activity builds community and family values.

PERSONNEL REPORT (00:51:33)

Dr. Metzler asked the board to go into nonpublic session regarding a personnel matter.

MOTION: Mr. Collins 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. Sherman.

The board was polled: Bealo – yes Sherman – yes
 Blair – yes Spero – yes
 Collins – yes Steenson – yes
 Green – yes Ward – yes
 Sapia – yes

The board went into nonpublic session at 8:36pm.

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

The board was polled: Bealo – yes Sherman – yes
 Blair – yes Spero – yes
 Collins – yes Steenson – yes
 Green – yes Ward – yes
 Sapia – yes

The board entered public session at 9:35pm.

No action was taken during nonpublic session.

Dr. Metzler recommended the board accept the resignation of TRHS science teacher Deborah Burch who has been with the district five months.

MOTION: Mr. Blair motioned the board accept the resignation of Deborah Burch; seconded by Mr. Sapia. With no further discussion, the motion carried 7-1-0 (Mrs. Green opposed).

Dr. Metzler recommended the board accept the retirement letters of professional staff members Kathleen Charmanski (12 years with the district), and Hank Murphy (15 years).

MOTION: Mr. Blair motioned the board accept the retirements of Kathleen Charmanski and Hank Murphy; seconded by Mrs. Sherman. With no further discussion, the motion carried 8-0-0.

Dr. Metzler recommended the board accept the retirement letter of support staff member Candia Larochelle (28 years with the district).

MOTION: Mrs. Sherman motioned the board accept the retirement of Candia Larochelle; seconded by Mr. Spero. With no further discussion, the motion carried 8-0-0.

COMMITTEE REPORTS (00:55:04)

Vice Chairman Bealo reported the *Community Relations Committee* approved the December/January and February editions of the School Board Newsletter. He also reported the *Policy Committee* approved one policy for board consideration.

Mr. Ward reported he attended a *Safety Committee* meeting that went well and that very few safety concerns were reported.

Mrs. Sherman reported the *CIP Committee* made a small change to the CIP request form (added a signature line) and then asked if the board would approve this change as well as consider supporting Dennis Heffernan as a CIP member-at-large as his current position on the Budget Committee is ending in March. The board agreed to both requests by consensus. She then announced the *Wellness Committee* will be sponsoring the annual Wellness Fair at the high school on March 16th from 3-5pm.

Vice Chairman Bealo noted the *Curriculum and Assessment Committee* discussed the materials for the FLES program as well as summer work at their last meeting. It is the committee's position that the district offer reading summer work only and not include math and science summer assignments. Discussion ensued on summer work and how it relates to increasing the rigor for student achievement.

MOTION: Mrs. Sherman motioned the board direct the Superintendent to include both math and science work as part of summer work; seconded by Mr. Blair. After further discussion on the matter, the motion carried 8-0-0.

Dr. Metzler reported on the first session of the *Timberlane Parent Advisory Forum* co-chaired by Julie Hammond, Kate Delfino, Christi Michaud and Deb Armfield citing it was a candid and productive meeting on school start times. He noted the next session will be on school and district communication. Board members suggested a larger venue but understood the venue was constrained by the ability to live stream.

Mr. Collins reported that the information (and communications) regarding the consultant used during the *Sandown Withdrawal and Feasibility Study Committee* session was made available in board packets to put away any further speculation about the legitimacy of the consultant's existence or his work. Discussion about the buyout number and the process to acquire that number transpired, as well as commendations to Mr. Collins for his work on the committee and the personal attacks he has endured over this topic. Members stated that they would like to see the buyout number researched all the way back to 1965.

SCHOOL BOARD REPORTS (01:17:42)

Mr. Spero commended Middle School Principal Mike Hogan for the great job he did in supporting guest speaker Charles Rosa (Chucky's Fight), an initiative supported by the surrounding towns' Lions Clubs.

Vice Chairman Bealo asked the board to approve sending him to a two-day National School Board Association conference in Boston in April at a cost of \$835. He stated he would be driving to and from Boston daily, thus no lodging expenses are required.

MOTION: Mr. Sapia motioned to approve Mr. Bealo's request to attend the NSBA conference and to pay for the expenses as presented; seconded by Mr. Spero.

Discussion: Vice Chairman Bealo reported the topics of the conference are general in nature: innovations, school board/superintendent relationships, and technology sessions.

Senior board member Mr. Collins called for a vote on the motion to approve Vice Chairman Bealo's request. The motion passed 6-1-1 (Mrs. Green opposed and Vice Chairman Bealo abstained).

Mrs. Green provided a list of items in which she expects follow up: incident reports (remediation plan, tracking and follow up discussion at Safety Committee meetings), full day kindergarten numbers, food service, athletic trainer, and auditors contracts are up for review and should go out to bid (motion made to this effect, but not seconded), water testing results untimely report turnaround (tests conducted in December, reported to school board in February; it was noted these testing results were reported to the school board within 24 hours of receipt), cost of Tripod Survey, copies of legal invoices, full report of water damage at Pollard School, and school start time change plans.

Dr. Metzler publically thanked the Plaistow Baptist Church, Plaistow parents, staff, and fire and police departments for their part in evacuating the students at Pollard School due to a recent fire suppression water line break. The emergency departments' response times were exceptional.

Clarification was provided on playground equipment being included in the school budgets via the CIP process as

was the fact that the Business Administrator is not required to attend each school board meeting.

Mr. Sapia then presented his concerns and a proposal regarding the substance abuse crisis in New Hampshire.

MOTION: Mr. Sapia motioned due to the rising challenges facing our district, the school board to direct the administration to coordinate and schedule a roundtable/forum for the purpose of educating the district and developing a comprehensive substance abuse strategy; and to further schedule the roundtable forum the last week in April 2016 and invite local, state, and federal agencies, law enforcement, clergy and other community leaders; seconded by Mrs. Sherman.

Discussion: Rationale for the initiative was provided and discussion ensued on the process, the availability of key district personnel and scope of work to be completed within the April timeframe.

MOTION: Mr. Ward motioned to amend the motion by replacing “the last week in April 2016” with the administration to provide a date for a forum at the next school board meeting; seconded by Mrs. Sherman.

Discussion: The consensus of the board was that the issue of substance abuse prevention is paramount; however, concerns regarding costs, availability of participants, and the open-endedness of the scope of initiative were raised as were the logistics of such an undertaking. Recommendations were made for the board to partner with the administration in this endeavor versus directing them to execute a plan.

With no further discussion the motion to amend the motion to direct the administration to provide a date for a forum at the next board meeting passed 8-0-0.

Discussion continued on which party should be responsible for leading this initiative (school board or administration); the school board is passionate about his endeavor and the administration is currently taxed with other initiatives.

MOTION: Mr. Blair motioned to amend the amended motion by directing the school board to coordinate and schedule a roundtable/forum for the purpose of educating the district and developing a comprehensive substance abuse strategy; and to further schedule the roundtable forum with a date and location to be provided by the administration and to invite local, state, and federal agencies, law enforcement, clergy and other community leaders; seconded by Mr. Collins.

Board members expressed agreement to the motion in that the school board should collaborate with the administration, but that the initiative is to be led by the school board, specifically by Mr. Sapia who will solicit the assistance of fellow board members as needed.

With no further discussion the motion to amend the motion passed 8-0-0.

With no further discussion the motion as amended for the school board to lead the roundtable forum initiative (with Mr. Sapia at the head) with the administration providing a date and location passed 8-0-0.

MOTION: Mr. Collins motioned to adjourn; seconded by Mr. Spero. With no further discussion the motion failed 2-6-0 (Collins and Spero in favor).

APPROVAL OF MINUTES (02:18:03)

The board reviewed January 21, 2016 regular meeting minutes, February 4, 2016 Deliberative Session and special meeting minutes.

MOTION: Mr. Ward motioned to approve the January 21st and February 4th minutes; seconded by Mrs. Sherman.

Discussion: Corrections were noted to both the January 21st and February 4th Deliberative Session minutes.

With no further discussion the motion to approve the minutes (with corrections) passed 8-0-0.

MOTION: Mr. Collins motioned to adjourn; seconded by Vice Chairman Bealo. With no further discussion the motion passed (8-0-0) and the meeting adjourned at 11:05 pm.

Respectfully submitted,



Catherine Belcher
Recording Clerk

Approved by the School Board March 3, 2016 .