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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%2f2015-16%2f12%202015&FolderCTID=&View=%7b8B0F59BE-D93D-4E49-9509-A6F7531FCCAB%7d>*

## TIMBERLANE REGIONAL SCHOOL BOARD MEETING MINUTES

**Regular Board Meeting**  
**December 17, 2015**  
**7:30 PM**

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

### **Call to Order (00:00:10)**

Madam Chair Steenson called this December 17, 2015 Timberlane Regional School Board meeting to order at 7:32pm with the roll call followed by the Pledge of Allegiance.

### **Board Members Present**

Peter Bealo, Rick Blair, Rob Collins (8:25pm), Donna Green (8:05pm), Jack Sapia, Susan Sherman, Gregory Spero, Nancy Steenson, 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  
Atty. Geoff Dowd, Business Operations Coordinator  
(8:10pm)  
Jordan DiTore, Student Representative

### **Other Administrators Present**

Michelle Auger, Pollard Principal  
Barry Chooljian, Director of Guidance  
Angelo Fantasia, Director of Athletics  
Jim Hughes, Director of Facilities  
Brian O'Connell, TRHS Assistant Principal  
Susan Rasicot, Director of Student Services  
Michele Vance, Pollard Assistant Principal  
Don Woodworth, TRHS Principal

### **Other District Personnel Present**

Lou Broad, President of the Timberlane Teachers Association

### **Delegates and Individuals (00:03:28)**

Student representative Jordan DiTore provided an update of high school activities that included the junior semi-formal dance, after school auditions for the Sound of Music, ugly sweater day, and the Holiday Hootenanny.

Mr. Broad announced the Timberlane Teachers Association ratified the tentative agreement with 95% of the union voting in favor. He also wanted to address concerns raised regarding the rescheduling of the teachers' report to the school board. The rescheduling was at his request and he looks forward to presenting to the board in January at which time they will have data to report on as well.

## **CURRENT BUSINESS**

### **ATKINSON AND PLAISTOW LIONS CLUBS DONATIONS (00:04:50)**

Dr. Metzler announced an important partnership between the school district and the Atkinson and Plaistow Lions Clubs as both clubs have joined the district's effort in fighting drug addiction by donating funds towards an awareness presentation to be presented to both high school and middle school students in December and January respectively. Atkinson club member Dick Magoon spoke to the seriousness of the addiction crisis in New Hampshire as well as the club's overwhelming support to get prevention messages out to the students. Mr. Bob Zukas of the Plaistow Lions Club noted the Plaistow club voted to match Atkinson's donation.

**MOTION: Mr. Ward motioned to accept the donations from the Atkinson and Plaistow Lions Clubs; seconded by Mr. Spero.**

Discussion: Mrs. Sherman, as Wellness Committee co-chair, made note of additional Plaistow Lions Clubs

initiatives (PowerPack Program) and the authentic message that is to be presented to the middle and high school students.

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

**POLLARD SCHOOL DONATION (00:12:48)**

Michele Vance and Pollard teacher James Pelletier presented a donation from the Young Inventors Program whereby in addition to the donation of individual student kits, the program is donating twenty \$25 gift cards to the Dollar Tree to purchase materials for the program (total value of \$2500). The school will hold an inventor's fair in February.

**MOTION: Mrs. Sherman motioned to accept the donation from the Young Inventors Program; seconded by Mr. Sapia. With no further discussion the motion passed 7-0-0.**

Mrs. Vance publically thanked the Academy of Applied Science and Donna Cratz from the Plaistow Dollar Tree.

**FALL SPORTS ACKNOWLEDGEMENTS (00:17:40)**

Athletic Director Angelo Fantasia announced the recipients of fall sports awards and student athletes were given a certificate of acknowledgement from the board. Field hockey acknowledgements were presented to: Ryann Bailey, Courtney Sickel, Ally Collins and Tori Rothwell; Boys Soccer: Christian Allaire; Division I Girls Soccer: Lily Ashford and Rachel McAbee; Football: Tyler Furey, Jason Hughes, Zach Makepeace, Jacob Post, Zach Thibeault, Travis Hall and Josh Tibeault; Cross Country: Liam Kimball; and Volleyball: Jessica Buckley.

**POLICIES (00:22:05)**

Mr. Bealo presented four policies for first reading. Minor changes are recommended for polices BHE School Board Use of Electronics, EI Risk Management, and IHCD Advanced College Placement, and no changes are recommended for GCRD Tutoring For Pay.

**MOTION: Mr. Ward motioned to accept these polices for first reading; seconded by Mr. Blair. With no further discussion the motion passed 7-0-0.**

**PROGRAM OF STUDIES (00:23:55)**

Brian O'Connell presented the proposed 2016-17 TRHS Program of Studies highlighting a number of changes relating to new courses, updated requirements, elimination of courses, and an updated mission statement.

Mrs. Green entered the meeting at 8:02pm followed by Atty. Dowd at 8:10pm.

Mr. O'Connell noted that for the record, the online version of the Program of Studies shall be designated the official version as updates are made on a regular basis based on course enrollment and updates to programming. Madam Chair Steenson, speaking as co-chair of the Curriculum and Assessment Committee, stated the committee challenged the high school to raise the bar and the committee is very pleased and appreciative of the work presented this evening.

**MOTION: Mr. Ward motioned to approve the proposed 2016-17 Program of Studies; seconded by Mr. Sapia. With no further discussion the motion passed 8-0-0.**

**TIMBERLANE TEACHERS ASSOCIATION CONTRACT (00:52:35)**

Mr. Blair announced the teacher's union has ratified the tentative agreement between the Timberlane Teachers Association and the School District. It now needs to be ratified by the school board. He then highlighted the changes to the language of the agreement (addition of \$200 for professional development with no budget impact, incorporated the language of the memorandum of understanding relating the blizzard bag days into the

contract, amended the term of the contract to 2016-2019, and added additional dental coverage).

Mr. Collins entered the meeting at 8:25pm. It was noted that both Mr. Collins and Mrs. Sherman recused themselves from participating in this agenda topic and both stepped away from the board table for the vote.

Mr. Blair noted other changes relating to reducing five health insurance plans to three whereby they are expecting to encounter a savings in the first year, providing an flat split of 15% employee and 85% employer contribution, and updating the step plan for salaries with a cost to the district of approximately \$650k for year one, \$650k for year two and \$700k for year three. The total for all three years is approximately \$2million.

**MOTION: Mr. Sapia motioned to ratify the tentative agreement between the TTA and the TRSB; seconded by Mr. Bealo. No discussion on this motion is permitted. The vote was 6-0-1 (Green abstained).**

Madam Chair Steenson noted that a special non-meeting was held prior to this meeting for board members to go over all the changes in the contract to which Mrs. Green did not attend. She then reminded the board that all board members serving on the negotiation committee are compelled by law to vote in favor of ratifying the tentative agreement to which Mrs. Green, although served on the committee, refused to change her vote citing she has not seen the final version of the contract.

**MOTION: Mr. Bealo motioned the board go into nonpublic session under RSA 91-A:3, paragraph (e), consideration of pending claims or litigation; seconded by Mr. Sapia.**

The board was polled:

Bealo – yes	Sherman – yes
Blair – yes	Spero – yes
Collins – yes	Steenson – yes
Green – no	Ward – yes
Sapia – yes	

**The board went into nonpublic session at 8:35pm.**

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

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 9:04pm. No action was taken during the nonpublic session.**

For the record: Mr. Collins and Mrs. Sherman remained recused from participating and voting on this agenda item.

**MOTION: Mr. Sapia motioned to reconsider the motion made earlier to ratify the tentative agreement between the TTA and the TRSB; seconded by Mr. Bealo. With no further discussion the motion passed 7-0-0.**

**MOTION: Mr. Sapia motioned to ratify the tentative agreement between the TTA and the TRSB; seconded by Mr. Bealo.**

Discussion: Mr. Blair corrected information he provided earlier relating to the cost for employees and the employer for the low tier health insurance plan. This particular plan will remain 100% employer contribution. Mrs. Green announced she has since reviewed a markup of the tentative agreement.

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

**BUDGET/WARRANT UPDATE (01:33:33)**

Noting the presence of invited guest and fire suppression expert Bob Cummings, PE, Madam Chair Steenson directed the fire suppression warrants be discussed first. Mr. Cummings and Mr. Hughes provided information relative to the existing fire suppression plans for both the Danville Elementary School and Sandown North Elementary School. Both schools have stamped plans and are awaiting state approval once the voters approve the warrant articles. Costs for each system were reviewed noting the Danville project went to bid last year; however, it is possible the winning bidder may agree to last year's price. Specifics of the fire suppression plans were noted as was the possibility to go out to bid again and modify the article on the floor of the deliberative session should they need to. A construction schedule was considered as were numerous phasing options. Sandown North's building layout could accommodate a two to three phase installation plan which would allow for spreading out the costs over a period of two or three years.

**MOTION: Mrs. Green motioned to obtain quotes (budget estimates) for phasing the Sandown North project as a two-year project and a three-year project; seconded by Mr. Sapia.**

Discussion: Mr. Cummings recommended the board secure the same contractor for all two or three year phases for liability purposes. Mr. Sapia motioned to amend the motion to a two-year phase only, but then rescinded. Mr. Cummings offered to do a two-year and three-year phase budget estimate free of charge. Concern was raised over the amount to be raised by these articles as well as there being a union contract on the warrant and the possibility that these articles could compete against one another. Preferences for phasing options as well as funding from the capital reserve fund and moving this project to CIP were shared.

**With no further discussion the motion passed 5-4-0 (Bealo, Collins, Sherman, and Steenson opposed).**

**MOTION: Mr. Collins motioned to remove Article 8 (Sandown North fire suppression system) from the 2016 Warrant; seconded by Mr. Bealo.**

Discussion: Concern was raised that more planning time and phasing numbers are needed before this article is placed on the warrant as well as the board needs to be respectful of the teacher's agreement also on the warrant. Board members opined that capital reserve monies can be used to fund this project and that placing this item on the warrant will allow the voters to weigh in on it.

**With no further discussion the motion passed 5-4-0 (Green, Sapia, Spero and Ward opposed).**

**MOTION: Mr. Sapia motioned to continue this school board meeting past the fast stop of 10:30pm to finish the work at hand; seconded by Mrs. Sherman.**

Discussion: Ending the practice of ending meetings at 10:30 was raised.

**With no further discussion the motion passed 7-2-0 (Collins and Green opposed).**

**MOTION: Mrs. Green motioned to rescind the policy (practice) regarding the 10:30pm fast stop of meetings; seconded by Mrs. Sherman.**

Discussion: Concern was made that the work of the board is not getting done.

**With no further discussion the motion failed 2-7-0 (Green and Sherman in favor).**

**MOTION: Mr. Bealo motioned to increase Article 6 (Danville fire suppression system) up to \$753,000; seconded by Mr. Collins.**

Discussion: Rationale for this increase is based on the previous conversation with the fire suppression expert regarding a 10%-15% contingency due to items not included in the bid. Items not include in the bid were noted.

**With no further discussion the motion passed 6-3-0 (Blair, Green and Sapia opposed).**

**MOTION: Mr. Bealo motioned to remove Article 7 (TRMS natural lighting study) from the 2016 Warrant; seconded by Mr. Blair.**

Discussion: Concern was raised about this project needing to go through CIP first as was the previous board decision to let the voters decide whether or not they wished to move ahead with this study.

**With no further discussion the motion failed 3-6-0 (Bealo, Green and Sapia in favor).**

Motions were made and seconded to include ventilation and full spectrum lighting into the middle school lighting study article but were withdrawn so that appropriate language could be discussed and drafted.

**MOTION: Mr. Bealo motioned to modify Article 7 (TRMS natural lighting study) to include “full spectrum lighting” and “including but not limited to updated lighting and/or skylights” to the intent statement; seconded by Mr. Collins.**

Discussion: Concerns about ventilation improvements as well as the additional costs associated with adding this item to the study were raised.

**With no further discussion the motion passed 5-3-1 (Collins, Sapia and Sherman opposed; Green abstained).**

Discussion then centered on Article 3 regarding the capital reserve fund. Suggestions were made to increase the amount to be raised and appropriated to \$300k as well as modifying the language to align the funding with the Articles of Agreement (to come from EPV surplus only).

**MOTION: Mr. Sapia motioned to modify Article 3 (Capital Reserve Fund) by increasing the dollar amount to \$300k and striking the rest of the first sentence starting with “with such amount”; seconded by Mr. Bealo.**

**MOTION: Mr. Blair motioned to amend the motion by reducing the dollar amount to \$250k; seconded by Mr. Bealo. With no further discussion the motion to amend passed 8-1-0 (Green opposed).**

Discussion: Members discussed clarifying the language by reverting back to the original language drafted prior to the last work session and removing any reference to surplus.

**With no further discussion the motion as amended failed 3-6-0 (Bealo, Collins, and Sapia in favor).**

It was noted that all article language will be reviewed by district legal counsel and will be modified as appropriate to reflect board’s intent to reflect only funds from EVP will be deposited into the capital reserve fund. Once finalized by legal counsel the articles will go through a DRA review.

Mr. Stokinger reviewed the 4<sup>th</sup> draft of the 2016-17 proposed budget of \$69,333,958 that was approved by the

Budget Committee last week. He noted major budget factors, changes and cuts history, positions (both added and removed) as well as the standard budget reports to support the bottom line. Mr. Blair (school board liaison to the Budget Committee) noted the removal of \$125k for a withdrawal study and an addition of \$75k for a new position at the PAC resulting in a net decrease of \$55k.

Mr. Stokinger then reviewed the proposed default budget of \$70,108,969 noting it reflects this year's current budget with adjustments and deductions of any one-time items. He fielded questions from board members regarding positions, contractual obligations, heat, electricity, internet and telephone. He provided reasons for each of the amounts included in the default budget and then quoted the statute defining default budgets as *the amount of the same appropriations as contained in the operating budget authorized for the previous year (2015-16), reduced and increased, as the case may be, by debt service, contracts and other obligations previously incurred or mandated by law, and reduced by one-time expenditures contained in the operating budget.*

**MOTION: Mrs. Green motioned to reduce the default budget by \$600k; the motion failed for lack of a second.**

**MOTION: Mr. Ward motioned to approve the default budget as presented; seconded by Mr. Sapia.**

Discussion: Rationale was provided as to how this default budget could be higher than the proposed budget without the implications or inferences of chicanery.

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

Mr. Stokinger presented the proposed revenue budget for the board to review at their leisure. No action is necessary on this item.

**ADMINISTRATOR'S REPORT (04:31:22)**

Dr. Metzler announced the Football Boosters have donated \$500 to the Life of an Owl program and wishes to thank Mrs. Heather David for her work with and support of the school district.

**PERSONNEL REPORT (04:32:35)**

Dr. Metzler recommended the board accept the retirement letter of Lucille Blood (15 years with the district).

**MOTION: Mrs. Sherman motioned the board accept with great appreciation the retirement of Lucille Blood; seconded by Mr. Collins. With no further discussion, the motion carried 9-0-0.**

**MOTION: Mr. Bealo motioned to adjourn; seconded by Mr. Blair. With no further discussion the motion passed and this meeting adjourned at 12:08am.**

Respectfully submitted,



Catherine Belcher

Recording Clerk

Approved by the School Board on January 7, 2016 .