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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%2fSCHOOL%20BOARD%20MEETING%20AGENDA%20MATERIALS%2f2015%2d16%2f11%2019%202015&FolderCTID=&View=%7b880F59BE%2dD93D%2d4E49%2d9509%2dA6F7531FCCAB%7d>*

## TIMBERLANE REGIONAL SCHOOL BOARD MEETING MINUTES

**Regular Board Meeting**  
**November 19, 2015**  
**7:30 PM**

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

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

**Madam Chair Steenson** called this November 19, 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, Donna Green, 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  
Christi Michaud, Director of Data, Assessment &  
Accountability  
Nancy Louiselle, Director of Human Resources  
Atty. Geoff Dowd, Business Operations Coordinator  
Jordan DiTore, Student Representative

### **Other Administrators Present**

Nancy Barcelos, Danville Elementary Principal  
Kathie Dayotis, Atkinson Academy Principal  
Angelo Fantasia, Director of Athletics  
Mike Hogan, TRMS Principal  
Brian Shawley, Danville Elementary Assistant  
Principal  
Scott Strainge, Director of Alternative and  
Continuing Ed and Enrichment  
Don Woodworth, TRHS Principal

### **Delegates and Individuals (00:02:27)**

Student representative Jordan DiTore provided an update of high school activities that included Veterans Day events, planning for Project Hope, All State auditions, and numerous performing arts events.

### **Current Business**

#### **ESSAY CONTEST PRESENTATIONS (00:05:07)**

Dr. Metzler announced that each year the Superintendent's Leadership Team (SLT) holds an essay contest for students in grades 2, 5, 7 and 10 in recognition of American Education Week. The top three essays from each grade and school are submitted (without names and reference to schools) to the SLT for first place selection. Winners are then invited to read their essays to the school board. Mrs. Dayotis introduced the district-wide 2nd grade winner Sabrina Nazarian who read her essay on the three things second graders can do to be successful in school. Mrs. Barcelos introduced 5th grader Lillian Burns who read her essay on the characteristics of a lifelong learner. Mr. Hogan introduced 7th grader Gianna Rousseau who read her essay on a student's responsibility for their education. Mr. Woodworth introduced 10th grader Audra Cole, accompanied by her teacher Mrs. Guanci, who read her essay on the detrimental effects created when cultures and people groups do not have access to a free public education. Each of the essay contest winners was awarded a framed certificate and gift card to Barnes and Nobles. The board then took a five minute recess.

#### **ATHLETIC COACH OF THE YEAR AWARD (00:21:45)**

Mr. Fantasia acknowledged Coach Mim Ryan's recent achievement of being named Division I Field Hockey Coach of the year for not only her accomplishments on the field, but with her students and the game of field hockey as

a whole in the state. Coach Ryan was awarded a framed certificate by the board.

**INTERACTIVE PROJECTOR DONATION (00:24:39)**

Mr. Strainge reported the Grant Management Team encourages teachers to participate in [donorschoice.com](http://donorschoice.com) as a means to supplement classroom materials. With the assistance of Lois Paul and John Holland, high school teacher Ryan Richman completed a 21st Century to the Classroom application on [donorschoice.com](http://donorschoice.com) in which corporations choose projects to fund that match their vision. 3M chose to fund this project. He is now looking for the board's approval to accept an Epson Brightlink Projector valued at \$1,600.

**MOTION: Mr. Ward motioned to accept the donation as presented; seconded by Mr. Sapia.**

Discussion ensued on part II of the project which will be to apply for corporate funding of an interactive smart board as well as confirmation that the application process was properly vetted through the SLT.

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

**POLICIES (00:29:08)**

Mr. Bealo presented policy IAB Video and Audio Recording in School Classrooms for first read. He noted this policy was recently adopted as a result of a new law but was sent back to the Policy Committee for a closer review. The review resulted in modifications to the policy as presented.

**MOTION: Mr. Ward motioned to accept the policy for first read; seconded by Mr. Sapia.**

Discussion ensued on the concern for parental consent on video/audio recordings not considered educational.

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

**SMARTER BALANCED RESULTS (00:35:05)**

Mrs. Michaud presented a PowerPoint presentation on the recently released Smarter Balanced Assessment results. She provided an overview of the assessment itself and noted the results are to be used as a baseline moving forward. She presented on three levels of reporting, the four levels of achievement, and on the state comparisons for students in grades 3-5, 6-8, and 11 in the subjects of English language arts and math as well as on students with IEPs. She rounded out the presentation with a list of next steps items and a schedule of parent information nights. Discussion ensued on having the information broken out by school and grade.

**MOTION: Mrs. Green motioned to get school level information; seconded by Mr. Collins.**

It was noted this information would be included in school action plans which will be presented in the spring as well as the fact that individual school and grade test results are available on the DOE's website. Schools are currently looking at this data and are strategically planning to address any areas of weakness. Many Board members indicated they did not want a data dump, but wanted to wait for the data assessment teams to do their work. It was also noted that the motion on the floor did not include a timeframe, thus waiting for further information via action plans in the spring was, in fact, conducive to the language of the motion.

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

**MOTION: Mrs. Green motioned to get school level data from Smarter Balanced as well as IEP data by grade two meetings from now (December 17th); seconded by Mr. Sapia.**

Discussion ensued on the need to for this information at this time as well as the process in place to analyze the data. Concern was noted that since the board was working on the 2016-17 budget, student achievement measures are necessary to determine which departments or programs need more financial support.

**With no further discussion, the motion failed 1-8-0 (Green in favor).**

**BUDGET UPDATE (01:10:25)**

Dr. Metzler presented the first draft of the proposed 2016-17 budget highlighting a 26% increase to healthcare costs. He indicated he is looking for direction from the Board for a bottom line number that supports rigor, accountability and student achievement.

Mr. Stokinger then reviewed the budget drivers noting increases to employee insurance, site and building projects, salaries, SAU 55 costs, FICA and NHRS, professional services, utilities, snow removal, and telephone and communications. Reductions are in the areas of bond interest, software/books & information resources, capital reserve and tuition. He noted that they have little discretion over most of the items listed and that those items would remain in the default budget.

**MOTION: Mrs. Green motioned to remove \$40,000 snow removal from the budget.**

Discussion ensued on responses from the Town of Sandown as it relates to snow plowing obligations at the TLC at Sandown Central as well as there being no confirmation for the town to do so in the 2016-17 school year. After much discussion, it was noted there was no second on the motion, nor did one follow, thus the motion failed for lack of a second.

Discussion continued on the budget and whether the board wanted to provide some direction prior to the upcoming Budget Committee meeting when it is expected some of the big ticket items will be pulled from the budget and recommended as warrant articles. It was noted the generators for the high school and PAC are grant matches predicated on the buildings being designated a shelter. Board members directed this item be placed on the December 3rd meeting's agenda to finalize any board action relating to this grant.

Mr. Stokinger fielded questions relating to increases to telephone and communications and employee insurance costs. Dr. Metzler reported on a Superintendent's advisory committee recently established to address the insurance increases moving forward, but that it was unreasonable to expect any changes to the insurance offerings in time for the 2016-17 budget. He noted that although department budgets came in \$400k less than the last budget, the insurance increase makes it very challenging to keep the overall budget down; however, he is looking at all options.

**ADMINISTRATOR'S REPORT (01:55:58)**

None

**PERSONNEL REPORT (01:56:02)**

Dr. Metzler recommended the board accept the retirement letters (June 2016 retirement) of Joanne Anderson (30 years with the district), Dale Blais (28 years), Daniel Donnellan (30 years) and Nadine MacDougall (29 years).

**MOTION: Mrs. Sherman motioned the board accept with deep gratitude the retirements of these four educators; seconded by Mr. Collins. With no further discussion, the motion carried 9-0-0.**

**COMMITTEE REPORTS (01:57:37)**

Sandown Withdrawal Feasibility Study Committee Update: Mr. Collins reported the NH Board of Education

voted unanimously to accept the committee's report. With the work now completed, the committee has disbanded. Commendations were given to Mr. Collins and the other committee members for all the work that went into compiling a comprehensive report.

CIP Committee Update: Mrs. Sherman announced the CIP Committee will meet next in February.

Wellness Committee Update: Mrs. Sherman and Dr. Metzler announced some exciting wellness activity will be coming in March 2016 and thanked Mr. Spero for his part in securing the donations necessary to support a special presentation on healthy choices and drug prevention.

Curriculum and Assessment Committee Update: Madam Chair Steenson reported there are exciting new course proposals for the high school as well as great work done on AP scheduling.

School Board/SLT Committees: Discussion carried over from the November 5th board meeting relative to board members' attendance on Board/SLT committees whereby board members were to think about ways to address the problem. Suggestions included amending the policy, changing meeting times, backing off the work, holding a single monthly committees' meeting, and selecting alternates.

<b>MOTION: Mr. Collins motioned to move the majority of committee meetings to one night a month; seconded by Mr. Spero.</b>
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Discussion on the motion ensued regarding the feasibility and logistics of this endeavor as it relates to the time necessary to hold productive committee meetings, the number of SLT members serving on multiple committees, and the hardship for board members to attend numerous evening meetings.

<b>Madam Chair Steenson called the vote. The motion failed 2-7-0 (Collins and Spero in favor).</b>
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This item will be placed on the next agenda for part III discussions.

**REPORT OF THE SCHOOL BOARD (02:32:48)**

Mrs. Sherman announced the TRMS is holding their annual Senior Citizen's Holiday Tea on Saturday, December 5, 2015 from 10:00-11:00 am. Both she and Mr. Spero commended the past events and encouraged board members as well as members of the public to attend.

**APPROVAL OF MINUTES (02:34:57)**

The October 1, 2015 board meeting minutes were deferred from the last meeting so that the meeting Vimeo could be reviewed regarding a particular motion regarding a release of contract. The minutes have since been amended. The November 5, 2015 minutes required a correction to a second. With no other questions or corrections, both sets of minutes were accepted by general consent.

**CORRESPONDENCE (02:37:45)**

None

**VENDOR AND PAYROLL (02:37:47)**

Vendor and payroll registers were signed by board members.

**OTHER BUSINESS (02:38:05)**

Mrs. Green inquired about tuition rates and any policies or practices in place relating to tuition charges for

regular ed students as opposed to students with IEPs. It was noted that research is necessary to provide a response.

**MOTION: Mrs. Green motioned to receive information on how out-of-district students with IEPs are charged tuition. The motion failed for lack of a second.**

With no other business before the board, Madam Chair Steenson adjourned the meeting at 10:25pm.

Respectfully submitted,



Catherine Belcher  
Recording Clerk

Approved by the School Board on January 7, 2016.