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<https://vimeo.com/album/255898/video/147872558>*

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%2f12%2003%202015&FolderCTID=&View=%7b8B0F59BE%2dD93D%2d4E49%2d9509%2dA6F7531FCCAB%7d>

TIMBERLANE REGIONAL SCHOOL BOARD MEETING MINUTES

**Regular Board Meeting
December 3, 2015
7:30 PM**

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

Call to Order (00:00:07)

Madam Chair Steenson called this December 3, 2015 Timberlane Regional School Board meeting to order at 7:33pm and asked for a moment of silence to honor those affected by the recent tragedy in San Bernardino, California. This was followed by the roll call and the Pledge of Allegiance.

Board Members Present

Peter Bealo, Rick Blair, Rob Collins, Donna Green, Jack Sapia, Susan Sherman, Gregory Spero (8:10pm), Nancy Steenson and Kelly Ward. Absent: School Board student representative Jordan DiTore.

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
(8:20pm)

Other Administrators Present

Dr. Roxanne Wilson, Assistant Superintendent
Barry Chooljian, Director of Guidance
Jim Hughes, Facilities Director
Susan Rasicot, Director of Student Services

Delegates and Individuals (00:02:30)

None

Current Business

LEADERS IN PREVENTION (00:02:39)

Student Assistance Counselor Kelley Binette and Danielle Reynolds (former student participant and current paraprofessional) presented a retreat opportunity for eight 8th grade students to participate in a Leadership In Prevention program January 15-17, 2016 in Greenfield, New Hampshire. An overview of the program was provided that included the specifics for transportation, housing, supervision and scope of the retreat which is to support and foster student-led problem solving strategies for current school issues (i.e. bullying, diversity) and then to create a prevention-based message to bring back to the rest of the school. Mrs. Binette fielded questions from board members relative to cost (\$2,200 paid via school budget) number of student (8) and adults (2) attending.

MOTION:	Mr. Ward motioned to excuse the students from school on Friday, January 15, 2016 and to approve the retreat as a whole; seconded by Mrs. Sherman. With no further discussion, the motion passed 8-0-0.
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SMARTER BALANCED V SATS (00:15:22)

Ms. Armfield, Mrs. Michaud and Mr. Chooljian presented specifics on the state’s recent initiative to replace the Smarter Balanced testing with SATs for 11 graders beginning spring 2016. Their presentation included information on the areas of proficiency to be tested (English Language Arts and mathematics), testing costs (none to the student for the initial test; \$11 for the essay portion), timeframe for testing (only 1 day of testing v. 4 days with SBAC), college opportunities associated with the SAT, the actual testing schedule, accountability scores and reporting and a comparison of the current SAT’s features and the new features to be implemented in the spring. They also presented on opportunities for preparing for the test (Khan Academy partnership). Questions were posed and answered regarding the advisory schedule, action to be taken to prepare both students and educators for this change, and evening division opportunities. Board members requested specific data be extracted from the SAT report (essay scoring v. no essays, SPED scores separated from regular ed scores, college bound student scores v. non-college bound, etc.) and be reported to the board.

ORDER OF AGENDA: Mr. Collins requested the agenda be modified to allow for discussion on the middle school natural lighting issue to accommodate a guest speaker in attendance. Without any objections from the board, Madam Chair Steenson directed the board address the policy item on the agenda first followed by discussion on the middle school natural lighting proposal.

POLICIES (00:49:22)

Mr. Bealo presented policy IAB Video and Audio Recording in School Classrooms for second read.

MOTION: Mr. Ward motioned to accept the policy for second read; seconded by Mr. Blair.

Clarification was made that this policy addresses audio and video recording only; it does not apply to photographs.

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

PROPOSED WARRANT ARTICLES – MIDDLE SCHOOL NATURAL LIGHTING PROPOSAL (00:50:55)

Mr. Lance Whitehead, lead K-12 architect for Lavallee Brensinger presented several options to address the lack of natural lighting in 19 classrooms at the middle school. Options included both pyramidal and tubular skylights listing pros and cons of both. He cited several lighting studies that indicate students do 20%-25% better in math and reading in natural lighting v. artificial lighting as well as they progress 25% faster. The structural integrity of the building was noted as the most concerning as any options would be contingent on these findings. A study to determine best options would include securing a structural engineer, and electrical/lighting engineer, and a mechanical engineer. It would also mean the district would need to be committed to leaving the building in place for years to come as this would be a big investment. Other factors included the age of the building, and whether renovations would be a better option to which a construction estimator would be needed. Costs for a study could be kept down by charging an hourly rate and capping the total at \$30k. Discussion ensued on student schedules, winter weather, other lighting systems that mimic natural lighting, combining tubular skylights with simulated natural lighting, demolition and addition options (courtyard). Board member agreed to finish discussing this topic later under proposed warrant articles. Mr. Collins would be the point person for any action moving forward with Lavallee Brensinger.

BUDGET UPDATE (01:34:17)

Mr. Stokinger presented draft 2 of the proposed 2016-17 school district budget reflecting a bottom line of \$69,468,458 and reviewed the list of major budget factors. He noted this draft was slightly different than what was posted for board packets as this one included items identified as little to no discretion and also included an

estimated default budget number of \$69,903,597. Questions were raised about some of the budget cuts as well as the budgeted increase in utilities (restoration of utilities for TLC@SC). Discussion centered on the \$125k line item for a potential withdrawal study and how these costs should be fairly distributed. Staffing cuts and a proposed staffing plan to restructure the deans at the high school in an effort to support instructional staff was presented. An overview of dean responsibilities, both current and proposed, was reviewed as was the cost to add three more deans (\$360k). With the elimination of the department coordinators, the actual cost is closer to \$90k.

MOTION: Mr. Collins motioned to add \$360k to the budget to fund adding three new deans to next year's staffing structure. Mr. Sapia seconded.

Discussion ensued on the evaluation process and number of teachers deans are responsible for under the current dean structure, the oversight needed to support teachers, and the tremendous amount of work necessary to improve the system and support the work. Concern was also raised about the cost and that the plan should be revenue neutral. Suggestions were made to remove the Danville sprinkler system from the budget.

MOTION: Mr. Collins motioned to amend the motion by removing \$450k for the Danville sprinkler system from the proposed budget. Mr. Sapia seconded.

Discussion on placing the fire suppression needs of the schools on the warrant similar to kitchen renovations of the past transpired as did funding them through the CIP process. Further discussion on the addition of three deans continued resulting in recommendations to house some of them at the middle school.

Madam Chair Steenson called the vote on the amendment to remove \$450k from the proposed budget. The motion passed 6-1-2 (Green opposed, Ward and Sapia abstained).

Madam Chair Steenson called the vote on the motion newly amended to add \$360k for the three deans and to remove \$450k from the proposed budget. The motion passed 8-1-0 (Green opposed).

PROPOSED WARRANT ARTICLES (CONTINUED) (02:46:40)

Mrs. Sherman presented proposed warrant article language with intent regarding the installation of a fire suppression sprinkler system at Danville Elementary School as well as a fact sheet justifying the need for the system. Discussion ensued on how to fund this project noting that the voters have already approved spending up to \$250k from the 2015-16 budget but that another \$450k was needed. Further discussion on funding the remaining balance will be discussed at a warrant article work session meeting.

MOTION: Mr. Blair motioned to continue this school board meeting past the fast stop of 10:30pm to finish discussion on the proposed warrant articles. Mr. Collins seconded. With no further discussion, the motion passed 8-1-0 (Green opposed).

Board members then discussed the past practice of using capital reserve funds noting a current balance of \$863,092. Suggestions were made to draft an article to use the capital reserve monies as well as adding additional fire suppression projects to the CIP.

MOTION: Mr. Collins motioned to put the Danville sprinkler system on the warrant. Mrs. Sherman seconded. With no further discussion the motion passed 9-0-0.

It was agreed another work session would be scheduled to finalize the funding portion of this article. Mrs. Sherman then presented language to draft an article for the brickwork project at the high school. It was noted this project was currently in the budget thus an article would not be necessary at this time.

MOTION: Mr. Collins motioned to place warrant article proposal #1 relative to modifying the Articles of Agreement on the warrant as presented. Mr. Ward seconded.

Discussion transpired on the intentions of the article as well as the possible implications. It was noted that changes to the Articles of Agreement require a two-thirds vote.

With no further discussion the motion failed 3-6-0 (Collins, Steenson and Blair in favor).

Discussion then ensued on the natural lighting proposal for the middle school and whether or not to move forward and, if so, how to fund it. Several members expressed they did not want to rush forward with this project or forget about the need to address it.

MOTION: Mrs. Green motioned to put \$30k for the cost of this study to warrant so that the taxpayers can participate in the exploration of this project. Mrs. Sherman seconded.

Discussion on allowing the voters to weigh in on the project as well as using the CIP process in the 2017-18 budget process transpired. Though board members supported the concept of improving the lighting at the middle school, they noted structural issues may not warrant the project effective. Madam Chair called the question.

With no further discussion the motion passed 5-3-1 (Ward, Sapia, Steenson opposed and Spero abstained).

Regarding the warrant article proposal to raise monies for playground space at Sandown North, the board discussed holding off on this item until the Budget Committee weighed in on the 3rd draft of the budget.

MOTION: Mr. Collins motioned to hold proposal #4 (Sandown North playground space) over until after the Budget Committee reviewed draft #3 of the budget. Mrs. Sherman seconded.

For clarification purposes, it was agreed that this item would not exceed \$155k.

The board then addressed the proposal to raise and appropriate funds for a cistern at Sandown North. It was noted that any monies for this project should be put toward the internal components of a fire suppression system first.

MOTION: Mr. Collins motioned to remove proposal #5 (Sandown North cistern) from the warrant. Mr. Spero seconded.

MOTION: Mrs. Sherman motioned to amend the motion by adding this project to the CIP schedule as its next project. Mr. Collins seconded.

Discussion transpired on the need to acknowledge Sandown North's need for appropriate fire suppression. It was agreed that a fire suppression expert should be invited to attend the upcoming work session to provide more information about options and costs.

With no further discussion the motion to amend passed 6-3-0 (Green, Sapia and Bealo opposed).

With no further discussion the motion now amended to remove the proposed article from the warrant and put into the CIP passed 6-3-0 (Green, Sapia and Bealo opposed).

MOTION: Mr. Blair motioned to add a warrant article to put the first stage of a sprinkler system into Sandown North. Mrs. Green seconded.

Discussion ensued on getting an estimate and moving forward in a measured approach to make sure this item gets discussed at the next board meeting. Concern about the time to get an estimate was raised. Mrs. Sherman volunteered to draft language for an article. Others expressed concern over the number of money articles already on the warrant and suggested holding off for one year.

With no further discussion the motion passed 6-3-0 (Collins, Sherman and Steenson opposed).

Mr. Sapia then raised concerns he had with the lack of storage at the high school and the ventilation system in the athletic wing and library and suggested they be address as warrant article items. Board members noted there is a vetting process associated with facilities improvements (Facilities Committee).

ADMINISTRATOR'S REPORT (03:26:03)

Dr. Metzler noted there has been some discussion lately about meeting district deadlines and stated that sometimes deadlines are not met because the district is waiting on someone else. He then provided an example of school fire inspections, noting that all towns but Sandown have completed theirs. The deadline is December 15th.

PERSONNEL REPORT (03:55:40)

Dr. Metzler recommended the board accept the retirement letters (June 2016 retirement) of Elizabeth Fenderson (26 years with the district) and Cathy Keehan (23 years).

MOTION: Mr. Collins motioned the board accept the retirements of Mrs. Fenderson and Mrs. Keehan; seconded by Mrs. Sherman. With no further discussion, the motion carried 9-0-0.

Madam Chair Steenson announced the board would be polled by tomorrow morning for dates to hold a work session to finish the warrant article work.

OTHER BUSINESS (03:21:20)

Mrs. Green reported the HealthTrust is holding their annual meeting and that she would like to be designated as a voting member.

MOTION: Mrs. Sherman motioned to designate Mrs. Green as a voting member on behalf of the school district for the HealthTrust annual meeting; seconded by Mr. Bealo.

Dr. Metzler announced that Mrs. Louiselle, the Human Resource Director, was already registered as the voting member. Mrs. Green stated she did not want any person who benefited from the insurance plans to make a decision on behalf of the district. Mrs. Sherman asked if Mrs. Green could go as a representative of the school board and not for herself to which she indicated she would do what she could to lower the costs.

With no further discussion the motion failed 1-4-4 (Green in favor).

With no other business before the board, Madam Chair Steenson adjourned the meeting at 13:37pm.

Respectfully submitted,



Catherine Belcher
Recording Clerk

Approved by the School Board on January 7, 2016.