

# **TIMBERLANE REGIONAL SCHOOL BOARD**

Atkinson, Danville, Plaistow, Sandown  
New Hampshire

**Regular Meeting**  
**May 2, 2013**  
**7:30 PM**

**SAU No 55**  
**30 Greenough Road**  
**Plaistow, NH**

## **Call to Order**

Chairman Collins called this May 2, 2013 meeting of the Timberlane Regional School Board to order at 7:35 PM.

## **Board Members Present**

Mr. Barczak, Mr. Bealo, Mr. Blair, Mr. Collins, Mrs. Delfino, Mr. Mascola, Mrs. Steenson and Mr. Ward  
Absent: Mrs. Kosta

## **Administrators Present**

Dr. Metzler, Superintendent of Schools  
Mr. Stokinger, Business Administrator  
Mrs. Armfield, Director Professional  
Mrs. Killen, Director of Elementary Education  
Mr. Strainge, Director of Secondary Education  
Mr. Woodworth, Principal of Timberlane Regional High school

## **Minutes 00:01:10**

The board reviewed and approved April 18, 2013 public meeting minutes of the Timberlane Regional School Board.

**Motion: Mr. Blair motioned to approve the April 18, 2013 public meeting minutes as written. Mr. Bealo seconded. With no further discussion the motion passed by general consent of the board.**

Chairman Collins led the assembly in the Pledge of Allegiance.

## **Delegations and Individuals**

None

## **CURRENT BUSINESS**

### **School Board Member Resignation**

Chairman Collins informed the board of the resignation of Mrs. Kosta; he thanked her for her years of service as well as the many committees she served on. He noted the board now has an open seat from Plaistow and asked interested parties to contact Dr. Metzler.

### **Introduction of Michael Flynn to the Board 00:3:15**

Mr. Strainge introduced Michael Flynn, the top candidate for the position of Academic Dean of Business and Information and Communication Technology to the board. He reviewed Mr. Flynn's extensive educational and work history.

### **French Exchange Program 00:06:46**

Mrs. Runnel requested the board's approval of a student exchange program for French students at the high school during the 2013-2014 school year. Students from France will be at the high school from October 16 through 30, 2013 and the high school students will be in France from April 24 through May 5, 2014.

**Motion: Mrs. Delfino motioned to approve the student exchange program for the 2013-2014 school year and allow high school student's trip to France April 24 through May 5, 2014. Mrs. Steenson seconded. With no further discussion the motion passed by a unanimous vote of 8-0-0.**

### **NECAP 00:11:59**

Mrs. Armfield, Mrs. Killen and Mr. Strainge presented the results of the 2012 NECAP testing. Mrs. Armfield compared the district and state results. Mrs. Killen outlined the strengths and areas for growth throughout the district. Mr.

*Strange illustrated the growth district wide over the past five years. A brief discussion ensued.*

**District Level Data Teams 01:00:22**

*Mrs. Armfield presented a recap of the development of the district data team's. She noted the organizational structure, membership, vision and process. She then outlined the instructional, building and district teams showing how each section will work together to achieve the common goals.*

**Policies 01:16:48**

*Mr. Mascola recommended eight policies for a second reading and adoption.*

- **JH**                    **Student Absences and Excuses**
- **IKFAA**                **Graduation Ceremony**
- **DFA**                    **Investment**
- **GBGA**                **Physical Examination for Employees**
- **IC/ICA**                **School Year/School Calendar**
- **IHCA**                 **Summer Activities**
- **BDE**                  **Board Standing committee**
- **BDEA**                 **Superintendent Leadership Teams' Standing Committees**

**Motion: Mr. Bealo motioned to approve policies for a second reading and adoption;**

- **JH**                    **Student Absences and Excuses**
- **IKFAA**                **Graduation Ceremony**
- **DFA**                    **Investment**
- **GBGA**                **Physical Examination for Employees**
- **IC/ICA**                **School Year/School Calendar**
- **IHCA**                 **Summer Activities**

**Mr. Blair seconded.**

**Motion to amend the motion on the floor; Mr. Barczak motioned to amend the motion on the floor by removing IKFAA-Graduation Ceremony from consideration at this time. Mr. Mascola seconded the amendment. With no further discussion the motion passed by a unanimous vote of 8-0-0.**

**Motion to amend the amended motion: Mrs. Steenson motioned to amend the amended motion on the floor by removing JH- Student Absences and Excuses from consideration. Mr. Mascola seconded the amendment. With no further discussion the amended motion passed by a unanimous vote of 8-0-0.**

**With no further discussion the amended motion passed by a unanimous vote of 8-0-0.**

**Motion: Mr. Blair motioned to approve policy IKFAA for a second reading and adoption;**

- **IKFAA**                **Graduation Ceremony**

**Mrs. Steenson seconded. With no further discussion the motion passed by a vote of 7-1-0 (Mr. Barczak opposed).**

**Federal Funding Authorization 01:25:50**

*Each year the board must authorize Dr. Metzler, Mr. Feneberg, Mr. Stokinger and Mrs. Smith to apply for and receive, on behalf of the District, federal and state grant and funding. Mr. Mascola stepped out of the meeting.*

**Motion: Mrs. Delfino motioned to authorize Dr. Metzler, Mr. Feneberg, Mr. Stokinger and Mrs. Smith to apply for and receive, on behalf of the District, federal and state grants and funding which will include approving and signing OBM form 1's form 3's and form 4's and to file such authorization with the NH Department of Education. Mrs. Steenson seconded. With no further discussion the motion passed by a unanimous vote of 7-0-0.**

**School Board Training 01:27:13**

*Dr. Metzler briefed the board on the NHSAA board training session. The board wishes to schedule a two hour session on Monday May 20, 2013 at 7pm.*

### **Administrator's Report 01:30:00**

Mr. Stokinger updated the board on the Beede Superfund site, he noted with the recent heavy trucking he was pleased to report the new intersection worked well and the heavy truck traffic is now completed. The next expected stage of the cleanup that would use heavy traffic will be in 2016.

Dr. Metzler reported on the most recent transportation bids. He noted the current low bidder is First Student our current provided. He continued by highlighting each school's student activities, testing, staff development as well as celebrations and accomplishments throughout the district. He confirmed that a tie vote of the board with eight members would mean that the motion failed.

Dr. Metzler requested the board accept a donation of \$1,000 from the University of Michigan for the TRHS participation in a national survey. He noted the monies are to be designed for student scholarships.

**Motion: Mr. Bealo motioned to approve the acceptance of a donation of \$1,000 from the University of Michigan for student scholarships. Mr. Mascola seconded. With no further discussion the motion passed by a vote of 8-0-0.**

Dr. Metzler then noted exit interviews will be conducted for all exiting staff with him and then they will be offered a confidential survey to be completed. All tuition requests (internal and external) will meet with Dr. Metzler prior to a decision. He noted start time at elementary school will be consistent going forward and he is reviewing all administrators' contracts and would like to see health benefits more consistent across the district.

Dr. Metzler was pleased to announce that Mr. Barry Chooljian has accepted the Director of Guidance position for students grades 6<sup>th</sup> through 12. He believes that the middle and high school students will benefit from Mr. Chooljian's direction. He then updated the board on the food service contract noting that Whitson's management is re-considering specific parts of the contract at this time. Dr. Metzler and Mr. Stokinger will meet with Whitson's on a monthly basis going forward.

### **Personnel 01:50:00**

Dr. Metzler recommended accepting the retirement of

- Jeanne Comeau Pollard 3<sup>rd</sup> grade Teacher (17 years with the district)

**Motion: Mrs. Delfino motioned to approve resignation of:**

- Jeanne Comeau Pollard 3<sup>rd</sup> grade Teacher

**Mr. Blair seconded. With no further discussion the motion passed by a unanimous vote of 8-0-0.**

Dr. Metzler recommended accepting the resignation of

- Rosalyn Moriarty TRHS SPED Dept Head (6 years with the district)

**Motion: Mr. Ward motioned to approve resignation of:**

- Rosalyn Moriarty TRHS SPED Dept Head

**Mr. Blair seconded.**

Mr. Barczak expressed his regret that Mrs. Moriarty was leaving the district.

**With no further discussion the motion passed by a vote of 7-1-0 (Mr. Barczak opposed).**

Dr. Metzler nominated Michael Flynn for the position of TRHS Academic Dean of Business and Information & Computer Technology.

**Motion: Mr. Mascola motioned to approve nomination of Michael Flynn for TRHS Academic Dean of Business and Information & Computer Technology: Mrs. Steenson seconded. With no further discussion the motion passed by a unanimous vote of 8-0-0.**

Dr. Metzler recommended accepting the one year leave of absence request from

- Melissa Kamyck a Second grade teacher from Sandown North

**Motion: Mrs. Delfino motioned to approve the one year leave of absence of:**

- Melissa Kamyck Teacher 2<sup>nd</sup> grade Sandown North

**Mr. Mascola seconded. With no further discussion the motion passed by a unanimous vote of 8-0-0.**

### **Committee and Reports of the School Board 02:05:34**

School board members reported on their activities throughout the district. Mr. Bealo is pleased to report that he and Mr. Mascola will be tracking the weather balloon project this evening. Mr. Mascola reported on the policy committee and Mr. Ward reported on facilities and Mrs. Barczak updated the board on the Assistant Superintendent's search committee. Mrs. Delfino reported on the community relations committee and the increase in the cost of the School Board Notes. **Motion: Mrs. Delfino motioned to authorize up to \$2,300 for the upcoming edition of the School Board Notes. Mr. Bealo seconded. With no further discussion the motion passed by a vote of 8-0-0.**

Mrs. Steenson met with Mr. Strainge regarding the curriculum and assessment committee goals and will be meeting with Mr. Stokinger as well. Chairman Collins instructed all board chairs to create goals for the committee's upcoming school year with a mission statement. He noted that Mr. Stokinger will be joining the upcoming retreat at the high school library on June 1<sup>st</sup> from 8am to noon. Mr. Stokinger will bring information regarding facilities to the table when discussing the Capital Improvement Plans.

### **Correspondence**

Done

### **Vendor and Payroll Check Registers**

Vendor and payroll registers have been signed by the board.

### **Other Business 02:11:18**

**Motion: Mr. Mascola motioned to enter into a non-public session under RSA 91-A: 3, II[c] Matters which, if discussed in public, would likely adversely affect the reputation of any person. Mr. Blair seconded. The board was polled**

- **Blair** Yes
- **Barczak** Yes
- **Bealo** Yes
- **Collins** Yes
- **Delfino** Yes
- **Mascola** Yes
- **Steenson** Yes
- **Ward** Yes

**Motion: Mrs. Barczak motioned to exit the non-public session; seconded by Mrs. Delfino. The board was polled:**

- **Blair** Yes
- **Barczak** Yes
- **Bealo** Yes
- **Collins** Yes
- **Delfino** Yes
- **Mascola** Yes
- **Steenson** Yes
- **Ward** Yes

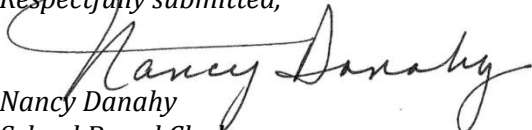
The board exited the non-public session at 10:10 pm. No action was taken in non-public session.

Chairman Collins asked Mr. Bealo to explain a breakfast he attended in the capacity of a school board member after the April 4, 2013 school board meeting. Mr. Bealo recapped the discussion and stated his lack of judgment in attending this meeting and offering advice. Chairman Collins explained that Mr. Bealo's actions in holding a secret meeting to conduct/influence school board business violated the ethics statement signed by Mr. Bealo. A brief discussion ensued.

**Motion: Mr. Blair motioned to authorize Chairman Collins to write a letter of censure from the Timberlane Regional School Board to Mr. Bealo. Mr. Mascola seconded. With no further discussion the motion passed by a vote of 5-1-2. (Mr. Barczak opposed, Mrs. Steenson and Mr. Bealo abstained.)**

*Having no further business before the board Chairman Collins adjourned the meeting at 10:36 pm.*

*Respectfully submitted,*



*Nancy Danahy*

Nancy Danahy  
School Board Clerk