

TIMBERLANE REGIONAL SCHOOL BOARD  
Atkinson, Danville, Plaistow, Sandown  
New Hampshire

**Regular Meeting**  
**February 18, 2010**  
**7:30 PM**

**SAU 55 Office**  
**30 Greenough Road**  
**Plaistow, NH**

**Call to Order**

Madam Chair Kosta called this February 18, 2010 meeting of the Timberlane Regional School Board to order at 7:30 pm. Roll call was taken.

**Board Members Present**

Lori Aubrey, Arlene Champey, Robert Collins, Elizabeth Kosta, Michael Mascola, John Paone, Louis Porcelli, Lisa Withee and Student Representative Holly Ange

**Board Members not in attendance**

William Baldwin

**Administrators Present**

Richard La Salle, Superintendent of Schools  
Winfried Feneberg, Assistant Superintendent  
George Stokinger, Business Administrator  
Edwina Lovett, Director of Pupil Personnel  
Beth Rincon, Assistant Director of Pupil Personnel  
Kelli Killen, Director of Elementary Education  
Scott Straine, Interim Director of Secondary Education  
Donald Woodworth, Principal of TRHS

**Pledge**

Madam Chair Kosta led the assembly in the Pledge of Allegiance.

**Minutes**

The board reviewed the public minutes of the January 21, 2010 regular meeting, the February 4, Deliberative session and the meeting thereafter.

**Motion: Mrs. Aubrey motioned to approve the public meeting minutes of the January 21, 2010, February 4, Deliberative session as written and the meeting thereafter with corrections. Mr. Mascola seconded. With no further discussion, the motion carried by unanimous vote (8-0).**

**Delegations and Individuals**

Ms. Holly Ange, Student Representative reported on the latest basketball and ice hockey scores. She noted the Hawaii trip is scheduled to depart on Saturday, February 20<sup>th</sup>. Spirit Week is scheduled for the week students return to school after February vacation.

**Current Business**

**Department Report – Pupil Personnel Services**

Mrs. Lovett reported that a comprehensive reading curriculum call “My Sidewalks” was purchased to compliment the “Reading Street” curriculum throughout the district. Specialists are now working with Special Education teachers providing additional training to achieve Instructional Education Plan (IEP) goals.

Another program that was instituted this year was the integrated pre-school pilot program. It has been a success and is addressing literacy and mathematic curriculum for pre-school students.

The American Recovery and Reinvestment Act (ARRA) programs are being utilized by special education students for new initiatives and enhanced instructions. The funds will be used to increase the graduation rate and decrease the school in need of improvement classification. The monies were used to increase software site licenses and interactive smart board purchases for the autism program. Mrs. Rincon reported that five smart boards have been purchased and installed for the ASD district programs at Pollard, Danville, the middle and high schools as well as the TLC program. She continued to report that teachers will be working over the next two years with technology

consultants to learn how to create lessons and utilize this technology as a highly effective teaching tool for students with Autism. The program will promote social interaction and communication. Each unit has a dedicated laptop with smart board software which encourages the interactive and engaging instruction.

Mrs. Rincon described how programs are looking at how the brain learns to read; this will assist students and teachers in their efforts to learn and teach reading.

Mrs. Lovett informed the board that the graduation rate is increasing and a program called "Adventure Lore" is working with at risk students who are in danger of dropping out of school. They meet twice a month and attend a summer program to prepare for their return to a new school year ready to work and learn. The YEES (Youth Educational Employment Services) program also works with truant students who are court involved. This is an add-on to the high school program. It provides additional supervision as well as encourages home involvement to ensure student success.

Mr. Mascola inquired if the programs that began under the ARRA grant will be able to be self-sustaining once the grant is expended. Mrs. Lovett explained the only program that is not a onetime purchase is the pre-school opportunity which she expects to be funded by tuition. Mr. La Salle noted that the model for the pre-school program was designed to generate revenue to support itself. No additional expenses have been obligated from the district.

Mr. Collins asked Mrs. Lovett to expand her report on the "Adventure Lore" program. Mrs. Lovett reported that trained counselors provide physical based activities in the summer to build confidence, trust and motivation. There are therapeutic services twice monthly, one visit on site and the other at Adventure Lore in Danville.

Mrs. Lovett then reported on the Response to Intervention (RTI). This program is funded by a grant from the state which addresses children who learn at a different rate by providing additional support in 30 minute intervals per day. This program addresses the newer guidelines that support a student when they start to slip in their studies instead of when they have failed repeatedly.

Mr. Mascola asked what the percentage of students in the district on an IEP as opposed to the state. Mrs. Lovett noted that the district has 18% overall where as the state is at 14% overall. The RTI program is designed to lower the percentage of students in need. But, she noted the percentage is down from last year. Mrs. Champey noted the success of the programs offered throughout the district and thanked all of Pupil Personnel for their continued efforts.

### **2010-2011 School Calendar**

Mrs. Killen presented to the board a second draft of the proposed 2010-2011 school year calendar. She noted that the new draft looks very similar to the first presented at the last board meeting. She continued to provide information about the school calendars of the surrounding communities and noted Salem's vacation schedule is the same as the draft but they have a professional development day scheduled on Thursday, November 12, 2010.

Mrs. Killen then noted that the early release day schedules have been changed to accommodate the need to have all classes and activities on a regular basis. She stated the professional development scheduled on the early release days will be school based. The professional development committee will schedule workshops for the full professional development days throughout district.

She then reviewed elementary school targeted development which included Reading Street, teaching strategies and Response to Intervention (RTI) as well as training the teachers. Mr. Strange noted that the middle school will also be working on RTI specifically levels I, II and III, as well as curriculum development, review, assessment and effective teaching methods. He continued to report once the curriculum is completed and written at the high school, then the assessment of the competencies for all courses will be done. The writing, research and problem solving 6 + 1 rubric for performance pathways will be reviewed.

Mrs. Killen reported that elementary schools hold staff meeting weekly where they work on staff development for all departments. The teachers are focused and have accomplished a great deal when they work as a team.

Mr. Strange noted the November Professional Development workshops are run by teachers that discuss and demonstrate best practices.

Mr. Paone noted his respect for the teacher's commitment but asked if the early release days are in the best interest of the students and inquired if the flex days can be used for professional development. Mr. La Salle responded that

the flex days as stated in the Timberlane Teachers Association agreement are used by elementary teachers to set up their classroom during the summer months in an effort to be ready for students on the first day of school. Mr. Woodworth noted that secondary teachers work on curriculum during their flex days. Mr. Paone asked how the teachers account for their flex days. Mr. Woodworth reviewed the approval and the accountability process.

Ms. Ange voiced her opinion that early release days are more productive than full professional development days for students.

Mr. La Salle explained that he understands both families concerns for early release days and the importance of the professional development time and that the administration will respect the decision of the board regarding any early release days. He noted that the professional development options are now organized and presented by in-house staff to allow teachers more classroom time since they do not have to travel off site.

Mr. Mascola asked if there are any productive responses or results on these workshops. Mr. Woodworth noted that productive goals are included in the workshop curriculum. Mrs. Killen noted that elementary teachers have an opportunity to use the information the very next day. The early release days for the elementary staff allow the teachers of the same grade level to work together in one location for consistency of instruction and curriculum. Mrs. Champey asked if this could be accomplished using the technology within the district. Mrs. Killen would like to see staff utilize more technology but they have not taken full advantage of the districts technology programs.

Mr. Strange noted the middle school professional development train-the-trainer workshops and that there are currently twelve teacher trainers who hold sessions after school on their own initiative.

Mr. Feneberg noted that if the early release days were eliminated then that would reduce the professional development time by 15% for the year.

Mr. Paone asked how training is provided for paraeducator. Mrs. Killen noted that two days are scheduled for paraeducators; one day before school begins and one day during the school year. At the elementary level the Principals also schedule development time during the early release days.

Mr. Collins clarified that teachers are scheduled for 180 school days, five professional development days and two flex days each year. He suggested eliminating the early release days and adding one professional development day. Mr. La Salle noted that a conversation with the union could be requested to discuss this option. Mr. Paone asked Mr. La Salle to contact the union to address this option.

### **Policies**

Mr. Feneberg reviewed each of the following policies;

- DIH                      Fraud Prevention and Fiscal Management
- EEAEA                 Mandatory and Alcohol Testing – School Bus Drivers
- GBCD                 Background Investigation and Criminal Records Check
- IFA                     Instructional Needs of Students with Different Talents
- IHBI                    Alternative Learning Plans
- IHCD                   Advanced College Placement (also LEB)

Mrs. Champey noted the policy committee's discussions on these policies. The board accepted the first reading with changes to EEAEA.

### **School Board Notes**

Mr. Collins presented the "School Board Notes" for the approval of the board.

**Motion: Mr. Paone motioned to approve the School Board Notes for print and mailing. Mr. Mascola seconded. With no further discussion, the motion carried by unanimous vote (8-0).**

Mr. Stokinger noted that the mailing will be sent out before the next meeting and a check is required for the mailing to be processed. He asked if the board would consider approving the expenses so the checks could be presented for the printing and the mailing. He estimated the total cost for the printing and mailing of the School Board Notes to be \$1650.00.

**Motion: Mr. Collins motioned to approve the payment for printing and mailing of the approved School Board Notes not to exceed \$1650.00. Mr. Porcelli seconded. With no further discussion, the motion carried**

**by unanimous vote (8-0).**

Mrs. Champey inquired if any responses had been received from the public on their thoughts of the mailing of the School Board Notes. Mr. La Salle noted that no opinions had been received but he did appreciate the accurate communication of information to the public. Mrs. Champey inquired if the board should solicit the public to verify if they should continue the practice since the voters recently voted to save the cost of mailing the annual reports.

Mr. Collins agreed that the board should review the effectiveness of the mailing. Mr. La Salle suggested sending a survey out with the opening day packets to see what parents feel is the best communication method. Mr. Collins would like all residents, not just student families, to receive the survey. Mrs. Aubrey suggested attaching the survey to the next School Board Notes to be mailed.

### **Annual Report Submission**

Madam Chair Kosta presented to the board for their consideration a School Board Report to be inserted into the annual report, she asked if the board had reviewed the submission and if there are any changes they would like made to the report

**Motion: Mr. Porcelli motioned to approve the school board submission as presented for the annual report. Mr. Mascola seconded. With no further discussion, the motion carried by unanimous vote (8-0).**

### **Video Recording for Budget Committee**

Madam Chair Kosta presented a request to the board from the budget committee to have their meetings video recorded. Mr. La Salle reported that Dean Zanello would be asked to assume the responsibility for video recording the meeting in the same format as the school board meeting. Mr. Stokinger confirmed the estimated cost of \$700 annually to the district. Mrs. Aubrey inquired if the recording would be a live transmission or web streaming through the "TEN" network. Dean Zanello explained that the board cast could go live with a reasonable effort. His concern was the detailed documentation at each meeting that the budget committee discusses. The documentation of accounts and numbers would be put on the website for the public's reference. Mr. La Salle confirmed that the budget committee meetings are working sessions and there is no public participation in these meeting hence there would be no reason for a live broad cast.

**Motion: Mrs. Champey motioned to move forward the Budget committee's request to video record their sessions and allow access to the video recording on the "TEN" network and/or video streaming. Mr. Mascola seconded. With no further discussion, the motion carried by unanimous vote (8-0).**

### **Administrators Report**

Mr. La Salle informed the board that many requests have been received from staff and families in the district asking if the calendar has been approved. They would like the opportunity to make plans for the vacation weeks. The board confirmed that the vacation weeks are not the obstacle that is preventing the board from approving the calendar. They confirmed that the SAU staff can communicate to staff and families that the vacation weeks should remain the same as presented in Draft 2.

### **Personnel**

Mr. Feneberg recommended accepting the resignations of the following teachers.

- Sandra Mc Keen                      Sandown North                      Third grade Teacher                      (7 years with the District)
- Deborah Para                      Middle School                      Mathematics Teacher                      (9 years with the District)

**Motion: Mr. Porcelli motioned to accept the resignations of Sandra Mc Keen, Sandown North 3<sup>rd</sup> grade Teacher and Deborah Para, Mathematics Teacher at the middle school. Mr. Paone seconded. With no further discussion, the motion carried by unanimous vote (8-0).**

### **Committee and Reports of the School Board**

Mrs. Aubrey suggested utilizing email through Power School to communicate with parents regarding the transition meetings for each school. She noted some parents would appreciate the added layer of communication. Mr. La Salle confirmed the district is working on a program to capture email addresses.

Mr. Zanello noted that parents would need to log on to the website and enter their email address for the program to capture and update Power School with their email addresses.

Mr. Stokinger informed the board that Denise Horrocks from the Plaistow Public Health Department has requested

that the district use the Alert Now system to notify residents of a public clinic as a good community service. The clinic to administer the H1N1 flu vaccine is scheduled for Monday, February 22, 2010 between 2:30 pm and 5:30 pm at the Plaistow Town Hall on Main Street. This may be one of the last opportunities to find a clinic that will provide free vaccinations for the H1N1 flu.

Mr. Mascola expressed his concern for distributing non-school related information on the Alert Now system. Mr. Stokinger clarified that the clinic is considered government and would not fall under this restriction. The School District is asked only to communicate the information via Alert Now. The District is not being asked to create a flyer and send it home with students. Mrs. Champey voiced her view that this is an opportunity for public safety and a good use of the Alert Now system. The health clinic is free and it is important that the public is aware of the free H1N1 clinic offered. Mrs. Withee agreed on the good community service of the Alert Now system.

Mr. Stokinger reminded the board that during the ice storm which caused the wide spread electrical outage the towns asked if the District could use the Alert Now to help identify and locate people in need. It was used effectively in that application. He does not believe the District is currently over using the system. Mrs. Aubrey reminded the board that this is a time sensitive issue and it is scheduled in three days. The board voiced their agreement allowing Mr. Stokinger to issue an Alert Now system on behalf of the Plaistow Health Department regarding the free clinic scheduled on 2/22/2010.

Mrs. Champey noted the next scheduled Policy Committee meeting is March 18<sup>th</sup> at 4:30 pm.

Mr. Collins attended the Community Relations Committee meeting this evening and he will work with the committee to create a survey card for the June School Board Notes. The committee will continue their community relations by attending senior teas and/or meeting for community input.

Madam Chair Kosta reported the next Professional Development meeting is scheduled for next week.

#### **Correspondence**

None

#### **Vendor and Payroll**

Done

#### **Other**

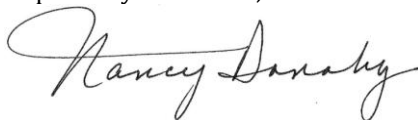
**Motion: Mrs. Aubrey motioned to enter into a non-public session regarding a personnel issue under RSA 91:A.3.II (c), seconded by Mr. Mascola. With no further discussion, the board was polled and entered into a non-public session at 10:00 pm.**

**Motion: Mrs. Aubrey motioned to exit the non-public session, seconded by Mrs. Withee. With no further discussion, the board was polled and exited the non-public session at 10:30 pm.**

**No action was taken during the non-public session.**

Having no further business before the board Madam Chair Kosta adjourned the meeting at 10:30 PM.

Respectfully submitted,



Nancy Danahy  
School Board Clerk