

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

Regular Meeting  
June 18, 2009  
7:30 PM

SAU 55 Office  
Plaistow, NH

**Order**

Chairwoman Kosta called the meeting to order at 7:30 pm at the SAU office.

**Roll Call**

Roll call was taken.

**Board Members Present**

Mr. Baldwin, Mrs. Champey, Mr. Collins, Mrs. Kosta, Mr. Mascola, Mr. Paone, Mr. Porcelli, Mrs. Withee and Student Representative Joseph Delfino.

**Absent:** Mrs. Aubrey

**Administrators Present**

Mr. La Salle, Superintendent of Schools  
Mr. Stokinger, Business Administrator  
Mrs. Smith, Assistant Business Administrator  
Mrs. Killen, Director of Elementary Education  
Mr. Coker, Director of Secondary Education  
Mrs. Lovett, Director of Pupil Personnel  
Mr. Woodworth, Principal of TRHS  
Mr. Holland, Director of Technology  
Mrs. Hart, TRMS Curriculum Coordinator  
Mrs. Heuer, Technology Coordinator  
Mr. Ciarla, Teacher at Danville, Chairperson of the District Technology Education Committee

**Pledge**

Student Representative Joseph Delfino led the assembly in the Pledge of Allegiance.

**Approval of Minutes**

**On a motion by Mrs. Withee, seconded by Mr. Baldwin**

**Voted:** To approve the minutes of the June 4, 2009 Timberlane Regional School Board public meeting with corrections.

**Having no further discussion the motion passed unanimously**

**On a motion by Mr. Mascola, seconded by Mrs. Champey**

**Voted:** To approve the minutes of the June 4, 2009 Timberlane Regional School Board non-public meeting as written.

**Having no further discussion the motion passed unanimously**

**On a motion by Mrs. Champey, seconded by Mr. Mascola**

**Voted:** To approve the minutes of the June 15, 2009 Timberlane Regional School Board and Hampstead School Board training session as written.

**Having no further discussion the motion passed unanimously**

**Delegations and Individuals**

A group of District community residents voiced their opinion regarding a change to the ski team coaching staff. Mrs. Kosta thanked the group for their input.

**School Report**

Mr. Delfino, TRSB student representative, thanked all the school board members for their support and guidance over the past year. He highlighted several challenges faced by the board which included the Capital Improvement Plan, the school calendar controversy, and incimate weather problems which resulted in extending the school year to the end of June. He again thanked the school board and the communities for

their support.

Mrs. Kosta presented Mr. Delfino with a gift expressing the board's appreciation for his representation of the student body. Mr. Delfino then introduced the new student representative to the school board, Ms. Holly Ange.

### **Current Business**

Mr. La Salle addressed the public's concern regarding the change to the coaching staff for the ski team. He clarified that it is the Director of Athletics responsibility to determine the person to be put in place for each position that he assumes the responsibility for.

Mr. La Salle informed the public that he will not allow his staff to be subjected to unprofessional behaviors including but not limited to bullying, or threatening in person, by phone, voice or email. It is the responsibility of the district to make this decision and he will not and cannot be bullied by the public, television, newsgroups or any group. He confirmed that he will not violate protocol, confidentiality or any laws to satisfy an inquiry.

He then explained the laws regarding non-renewal, employee at-will, seasonal employment and reasonable accommodations. He stated that he stands firm in, supporting the Athletic Director's decision and will continue to do so.

### **Student Council Report**

Ms. Eframson, Community Agent reported that the student council is slowly winding down and had their last meeting of the 2008-2009 school year. They recently attended an annual camping trip which she described as "wet" since it rained most of the time. The student council is working on fundraising ideas for the next school year.

### **TRHS French Trip Request**

Ms. Runnells, French Teacher at TRHS, presented her request to schedule a trip to France in the 2009-2010 school year. She explained the educational value for the trip that would allow students to travel from Normandy to Nice. The travel company that she supports is American Council for International Studies located in Boston, Massachusetts.

To be eligible for the trip a student would need to be in their junior or senior year of high school, currently enrolled in a French class as well as achieve an average of 80% or better in the most recent French course taken. The students must also adhere to the discipline code of the TRHS and cannot be serving detention or suspension during the school year nor have any negative police involvement. They must attend weekly and monthly seminars/meeting and complete all timelines for applications, payments, passports, etc.

### **On a motion by Mrs. Champey, seconded by Mrs. Withee**

**Voted:** To approve a scheduled trip to France in the 2009-2010 school year for eligible students.

**Having no further discussion, the motion passed unanimously**

### **District Technology Plan**

Mr. Holland and Mrs. Heuer presented a three-year technology plan designed by the district technology committee for the entire district. They outlined the actions steps and resources that would be utilized. Mr. Holland stated that currently the plan meets and exceeds the NH Department of Education requirements.

The theme of the plan is technology integration by using technology in all core subject areas. Mr. Holland and Mrs. Heuer reviewed the plan in its entirety and answered all questions posed by the board.

### **On a motion by Mr. Baldwin, seconded by Mrs. Withee**

**Voted:** To approve the 3-year Technology Plan as presented.

**Having no further discussion, the motion passed unanimously**

### **Student Representative for 2009-2010 school year.**

The board discussed accepting the student elected representative (Ms. Holly Ange) as their student representative for the 2009-2010 school year.

### **On a motion by Mr. Baldwin, seconded by Mr. Mascola**

**Voted:** To approve Ms. Holly Ange as student representative to the School Board for the 2009-2010 school year.

**Having no further discussion, the motion passed unanimously**

### **Technology Curriculum**

Mrs. Killen, Mrs. Hart and Mr. Ciarla fielded questions from the board regarding the Technology Curriculum presented at the previous school board meeting on June 4, 2009.

**On a motion by Mr. Baldwin, seconded by Mrs. Withee**

**Voted:** To approve the 2009-2010 Technology curriculum as presented.

**Having no further discussion, the motion passed unanimously**

### **Language Arts Curriculum**

Mrs. Killen answered questions from the board regarding the Language Arts and Reading Curriculum presented at the previous school board meeting on June 4, 2009 and the choice of Reading Street curriculum for the elementary level.

**On a motion by Mr. Baldwin, seconded by Mr. Porcelli**

**Voted:** To approve the 2009-2010 Language Arts and Reading Curriculum as presented.

**Having no further discussion, the motion was passed unanimously.**

**On a motion by Mr. Baldwin, seconded by Mrs. Withee**

**Voted:** To approve 2009-2010 Reading Street as the elementary level reading curriculum.

**Having no further discussion, the motion was passed unanimously.**

### **American Recovery and Reinvestment Act (ARRA)**

Mrs. Lovett presented an overview of the requirements for the 2009-2011 American Recovery and Reinvestment Act (ARRA). Mrs. Lovett estimated the amount of funds this district is eligible to spend by 2011 is \$845,008 with a monthly reporting requirement. She reviewed the allowable funding usages highlighting the rationale and background as well as the priorities for these programs. In her professional opinion the district would benefit from a pre-school program at Atkinson Academy with a diverse student population.

Mr. Paone expressed concern for the district ability to sustain the program suggested by Mrs. Lovett after the ARRA program ends in 2011. Mr. La Salle clarified how the program would be expected to sustain itself after the ARRA program ends.

### **Policies**

Mr. Coker presented nine polices for consideration of second reading and adoption by the school board.

- **JJIC-R** *Student Support Program*

**On a motion by Mr. Porcelli, seconded by Mrs. Champey**

**Voted:** To accept the second reading and adopt policy **JJIC-R** *Student Support Program* as presented.

**Having no further discussion the motion passed seven members in favor and one against (Mr. Paone)**

- **IJL** *Selection and Adoption of Library Resources*
- **IJL-R** *Selection and Adoption of Library Resources Selection Criteria and Procedures*

**On a motion by Mrs. Champey, seconded by Mr. Porcelli**

**Voted:** To accept the second reading and adopt policy **IJL** *Selection and Adoption of Library Resources* as written.

**On a motion by Mrs. Champey, seconded by Mrs. Withee**

**To amend** the motion to accept and adopt policy **IJL** *Selection and Adoption of Library Resources* to include **IJL-R** *Selection and Adoption of Library Resources Selection Criteria and Procedures* as written.

**Having no further discussion the motion to amend passed unanimously**

**Chairwoman Kosta called the vote on the newly amended motion to accept and adopt policy IJL Selection and IJL-R Selection and Adoption of Library Resources Selection Criteria and Procedures as presented. Having no further discussion, the motion passed unanimously.**

- **EFA/DO** *Food Service Meal Account Balances*
- **DO/EFA** *Food Service Meal Account Balances*

**On a motion by Mr. Porcelli, seconded by Mrs. Withee**

**Voted:** To accept and adopt policies **EFA/DO** *Food Service Meal Account Balances* and **DO/EFA** *Food Service Meal Account Balances* with corrections.

A discussion ensued regarding the refund of account balances for students.

**On a motion by Mr. Porcelli, seconded by Mrs. Champey**

**Vote to Amend** the motion to send these policies back to the policy committee for review in the beginning of September 2009 and then return them to the board for consideration.

Mrs. Smith offered to produce a report that would show the current food service balances of all students that would not be carried over to another year nor transferred to another family member.

**On a motion by Mrs. Withee, seconded by Mr. Collins**

**Vote to lay the amended motion on the table and** to accept and adopt **EFA/DO** *Food Service Meal Account Balances* and **DO/EFA** *Food Service Meal Account Balances*

**Having no further discussion the motion passed with unanimously**

- **IGA** *Curriculum Development*
- **IGD** *Curriculum Adoption*
- **IGE** *Curriculum Guides and Course Outlines*

**On a motion by Mrs. Champey, seconded by Mr. Porcelli**

**Voted:** To accept and adopt policies **IGA** *Curriculum Development*, **IGD** *Curriculum Adoption*, and **IGE** *Curriculum Guides and Course Outlines* as presented.

**Having no further discussion the motion passed with seven members voting in favor and one member out of the room (Mr. Collins).**

Mr. Coker requested a waiver of the first reading of policy **GBN**-Verification of Employment Eligibility as it was erroneously omitted from the last meeting's agenda and should be in place for the 2009-2010 school year.

- **GBN** *Verification of Employment Eligibility*

**On a motion by Mr. Baldwin, seconded by Mrs. Champey**

**Voted:** To waive the first reading of policy **GBN** *Verification of Employment Eligibility*.

**Having no further discussion the motion passed with unanimously**

Mr. Coker then presented policy **GBN** *Verification of Employment Eligibility* for adoption as written.

**On a motion by Mr. Baldwin, seconded by Mrs. Champey**

**Voted:** To adopt policy **GBN** *Verification of Employment Eligibility* as written.

**Having no further discussion the motion passed with unanimously**

**Administrator Report**

Mr. La Salle addressed the book purchase for the Language Arts program as well as a delayed technology purchase and how these would affect the budget. He then informed the board that Mr. Stokinger will review the 2008-2009 budget status.

Mr. Stokinger presented the 2008-2009 school board executive summary of the school year budget. He reviewed the unexpected expenses in the school year noting the uncertainty of the state funding, the septic system issues that plagued the high school, unexpected special education transportation expenses and the health insurance costs that escalated due to the economy. He reviewed the major variances favorable and unfavorable.

**Nominations**

Mr. La Salle recommended accepting the resignations of

- Jamie Sawler TRHS Mathematics
- Sangeeta Sud TRMS Bridges Grade 7

**On a motion by Mr. Porcelli, seconded by Mr. Mascola**

**Voted:** to accept the resignations of  
Jamie Sawler TRHS Mathematics  
Sangeeta Sud TRMS Bridges Grade 7

**Having no further discussion, the motion passed unanimously.**

Mr. La Salle recommended approving a one-year leave of absence request from  
Lahlayne Manzi TRHS School Adjustment Counselor

**On a motion by Mrs. Champey, seconded by Mr. Mascola**

**Voted:** to approve the one-year leave of absence request of Lahlayne Manzi TRHS School Adjustment Counselor

**Having no further discussion, the motion passed unanimously.**

Mr. La Salle inquired if the board would like to have the minutes of each meeting show the details of the meeting or a brief recap. Mr. La Salle clarified minutes that show details are useful when the staff seek information from past meetings. The board agreed to keep the current method of reporting minutes.

Mrs. Smith returned to the meeting with the report that was requested by the board regarding the student balances in the food service account. Mrs. Smith summarized the report by stating that 74 students had a full range of balance beginning at 5 cents.

**On a motion by Mrs. Champey, seconded by Mr. Baldwin**

**Voted:** to suspend rules to take a matter out of order that was tabled previously and consider policy *EFA/DO Food Service Meal Account Balances*

**Having no further discussion, the motion passed seven in favor and one opposed (Mr. Porcelli)**

A discussion ensued regarding how to notify parents regarding food service balances. Mrs. Champey suggested an AlertNow message be sent to all parents and Mr. La Salle recommended that at the school level when student's accounts are reconciled that the food service balances be considered as part of the discharge process.

**On a motion by Mrs. Champey, seconded by Mr. Baldwin**

**Voted:** to amend the adoption of policy *EFA/DO Food Service Meal Account Balances* and send this policy to the policy committee in September for reconsideration and then present to the school board.

**Having no further discussion, the motion failed, four in favor and five opposed (Mrs. Withee, Mrs. Champey, Mr. Baldwin, Mr. Paone and Mr. Collins)**

**On a motion by Mrs. Champey, seconded by Mr. Mascola**

**Voted:** to adopt policy *EFA/DO Food Service Meal Account Balances* with the following changes.

*"Students who have graduated or left the district will have any account balance refunded to the account owner or transfer the funds to another student's account at the request of the owner."*

**Having no further discussion, the motion passed unanimously.**

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

Mrs. Withee attended the Facilities committee meeting which discussed the drainage issue on the baseball field. She reported the winning bid of \$11,240 for the board's consideration.

**On a motion by Mrs. Champey, seconded by Mr. Baldwin**

**Voted:** to accept the lowest bid for the TRSD drainage project for \$11,240 and proceed with the project.

**Having no further discussion, the motion passed unanimously.**

Mrs. Champey reported that she attended the Danville kitchen meeting. Mr. La Salle recapped the reason for the project, and the deficits in the Danville kitchen as well as how the budget for the project was determined.

Currently there is no walk-in refrigerator and the current refrigerator is freezing foods that have been placed in the refrigerator section. Mr. La Salle recommended purchasing and installing a walk-in refrigerator which the cost is approximately \$18,000. He recommended the board approve funding of \$19,000 from the district-wide equipment account for this purchase.

**On a motion by Mr. Baldwin, seconded by Mr. Collins**

**Voted:** to approve up to \$19,000 to purchase and install a walk-in refrigerator in the Danville School.  
**Having no further discussion, the motion passed unanimously.**

Mr. Collins attended the Danville kitchen meeting and the Community Relations meeting. Mr. Collins then requested the board approve postage to send out a quarterly newsletter from the Community Relations Committee. He requested \$972 plus monies for postage totaling up to \$1,800 to supply the newsletter to approximately 11,473 households. Next meeting for the Community Relations Committee is scheduled for August 20<sup>th</sup>, 2009.

**On a motion by Mr. Collins, seconded by Mr. Porcelli**

**Voted:** to accept the newsletter with corrections and approve up to \$1,800 for the printing and postage of this summer newsletter.

**Having no further discussion, the motion passed unanimously.**

The board thanked Mr. Delfino for his professionalism and thoughtful input during the year.

### **Correspondence**

Mrs. Kosta read a postage card that was received from the Destination Imagination team.

### **Vendor and Payroll**

Done

### **Other**

Mr. Collins requested Roberts Rules training. Mrs. Kosta will schedule the training with Mrs. Belcher.

**On a motion by Mrs. Champey, seconded by Mr. Paone**

**To go into** a non-public meeting regarding personnel issue (c)

**The board was polled and entered into a non-public session at 11:00 PM.**

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

**On a motion by Mr. Porcelli, seconded by Mr. Mascola**

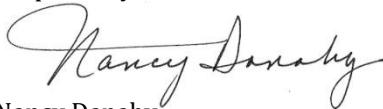
**To come out of** the non-public meeting

**The board was polled with all members in favor of exiting the non-public session.**

**The board entered once again into a public meeting at 11:59 PM.**

With no further business to discuss, Chairwoman Kosta adjourned the meeting at midnight.

Respectfully submitted,



Nancy Danahy  
School Board Clerk