

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

Regular Meeting  
October 7, 2004

SAU No. 55 Office  
Plaistow, NH

Present: Mrs. Aubrey, Mr. Brayall, Mrs. Champey, Mrs. Hall, Mr. Paone, Mr. Stack, Mrs. Withee, Dr. McDonald

Absent: Mr. Luongo, Mr. Baldwin

Mrs. Champey, Chair, called the meeting to order at 7:30PM, roll call was taken. Dr. Pfeifer led the assembly in the Pledge of Allegiance

**Approval of Minutes**

On a motion by Mr. Brayall, seconded Mrs. Hall

Voted: To accept the minutes of the September 16, 2004

Passed: unanimous

**Delegations and Individuals**

**Current Business**

- a. **Evening Division**– Dwight Wilder, Evening Division, Assistant Principal reported on the evening division, which has increased in enrollment. Mr. Wilder discussed the possibility of satellite campuses for Plymouth College, Keene State, Southern New Hampshire Technical College and The College of Life Long Learning. Mr. Wilder wanted to recognize and thank the following people for their work and support of the evening division: Dr. McDonald, Dr. Pfeifer, Mr. Coker, the School Board, guidance department employees and all the secretaries. Mrs. Hall and Mrs. Champey thanked Mr. Wilder, noting the classes of interest and new enrichment programs.
- b. **Attendance regulations** – Charles Coker, High School Principal, addressed comments and questions regarding the category of chronic documented illness in regards to the proposed change in attendance procedures. Mr. Coker addressed Mrs. Hall's inquiry regarding communicating the policy (if approved) by notifying students through meetings, a copy of the policy sent to each home and added into the 2005/2006-hand book. Mr. Brayall questioned the point that documented absences would count toward the limit of absences per semester.

On a motion by Mr. Stack, seconded Mrs. Hall

Voted: To accept first reading of the proposed high school policy to be split into policy and procedure on a proposed effective date of the beginning of the second (2<sup>nd</sup>) quarter of the current school year.

Passed: 6 in favor, 1 opposed (Mr. Brayall)

- c. **Administration Organization Reconfiguration** - Charles Coker, High School Principal discussed his proposal for the re-organization of the high school's administrative structure, moving from department heads to division coordinators and teacher leader positions. Discussions ensued.

Mr. Coker informed the board of spirit week that began with a parade and carnival and ended with a lip sync contest after the football game with Bishop Guertin on Friday. Mr. Coker reported that another overnight field trip was scheduled.

On a motion by Mrs. Hall, seconded Mr. Paone

Voted: To grant permission for the overnight field trip sponsored by the Drug Free Coalition, led by Mr. Tim Lena.

Passed: unanimous

- d. **Enrollments; October 1, 2004** – Dr. McDonald informed the public the current enrollment of 4621 students in the Timberlane Regional School District. The District should consider a professional study for ten year enrollment projections. As a temporary solution to anticipated overcrowding, portable classrooms could be utilized at the high school. Timberlane is the third largest SAU in New Hampshire.
- e. **Facilities** – Most recent tours were at Sandown Central, Sandown North and Danville Elementary; the tours were well worth the time and effort. Sandown North has a flooring issue in the kitchen; Mannington is working with Mr. Taylor to correct this situation. The principals provided tour members with list of overall issues; air circulation was the most listed concern. Jim Hughes will educate the teachers on the proper clearance for the air handlers for maximum airflow. Dr. McDonald explained we would need to look at the entire issue concerning air circulation to understand the correct solution. Dr. McDonald explained that the principals would be involved in a new space utilization study for each facility based on proposed standards. The board discussed issues regarding the girls' locker room at the Middle school. The facilities committee met and brainstormed regarding future growth of the Timberlane District. Mrs. Hall discussed the need to put a plan together for the food service equipment and space concerns.
- f. **NHSBA Resolutions** --All resolutions were agreed upon as recommended by the New Hampshire School Board Associated except item number 19 which the board feels is of no value or rational. If any resolutions are amended on the floor then Mrs. Champey and Mrs. Aubrey will use their judgment to vote on the resolution.

On a motion by Mrs. Hall, seconded Mrs. Brayall

Voted: To adopt the recommendations of the NHSBA for all resolutions except #19, which not be supported.

Passed: unanimous

- g. **School Board Budget Workshop Dates**: School board budget workshop are scheduled on the following dates:

Wednesday, November 3<sup>rd</sup> at 7:00 PM

Wednesday, November 17<sup>th</sup> at 7:00 PM

Mrs. Hall has requested that Sue Wolf, Director of Food Service be invited to the budget workshop meetings for information regarding the needs of food service.

**Administrator's Report** – Dr. McDonald has submitted a draft of the new bullying policy JICBB (RSA 193:F: 3) to the policy committee for review. This policy will be sent in a letter to parents and added to the handbook once approved. A decision will be made on the best method to communicate this information to the middle school. Dr. McDonald would also like to have the new policy displayed on the website with contact information.

**Personnel Report** – The only vacancy is the Associate Director – Pupil Personnel. Dr. McDonald recommends the acceptance with regret of the request for retirement of Henry Fardella, Principal of the Pollard School.

On a motion by Mr. Paone, seconded Mrs. Brayall

Voted: To accept with regret the retirement request for the end of the current school year of Henry Fardella.

Passed: unanimous

**Committee Report –**

**Transition** – Mrs. Aubrey announced the next meeting scheduled for October 20<sup>th</sup> at the Sandown Central School at 3:30PM

**Curriculum** – Next meeting is scheduled for October 13<sup>th</sup> at 7:00 PM at the Middle School Library.

**Facilities** – Monday, October 25<sup>th</sup> at 9:30 AM at SAU building

**Safety**--Next meeting is to be determined. Dr. McDonald informed the safety committee they would also be responsible for the district emergency response team as not to duplicate their efforts.

**Reports of the School Board –**

**Mrs. Aubrey** - had the pleasure of attending two back to school parents nights at Sandown North and Sandown Central, which were well attended, the buildings looked great and the teachers were enthusiastic. The next PTA meeting is scheduled for October 13<sup>th</sup> at Sandown Central at 7:00PM.

**Mrs. Withee** – The Pollard School fire prevention week consists of the fire department demonstration as well as one student from each grade will be chosen to ride the fire truck to school. The dental information van has been at Pollard School. Mrs. Withee attended the 7<sup>th</sup> grade open house and the PTSA meeting at the Middle School. One concern was healthy lunches.

**Mr. Paone** – Attended the Middle School Teachers open house, great job hats off to all at the Middle School.

**Mrs. Champey** - Attended the 8<sup>th</sup> grade open house at the Middle School then event was done nicely and by a good team.

**Correspondence** – None

**Vendor and Payroll** – Approved by Board

**Other Business –**

**School Board Website** – Mrs. Champey addressed the need for an organized email response for the school board email address on the website. Each member will be responsible for a one-month period. The following schedule of School Board members will be responsible for each month; date of change will be the first school board meeting of the month.

Mrs. Aubrey	October
Mrs. Hall	November
Mr. Paone	December
Mr. Stack	January
Mr. Champey	February
Mr. Brayall	March
Mrs. Withee	April

Change in the schedule will occur at elections.

On a motion by Mrs. Hall seconded by Mrs. Aubrey  
Voted:           The meeting was adjourned at 10:45 PM  
Passed           Unanimous

Respectfully submitted,

Nancy Danahy  
Acting Clerk