

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

Regular Meeting
August 19, 2004

SAU No. 55 Office
Plaistow, NH

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

Absent: Mr. Baldwin, Mr. Paone

Administrators: John Dube, Social Studies Department Chair, Joean Griffin, Director of Elementary Curriculum & Assessment, Nancy Hart, Danville Assistant Principal Curriculum and Coordinator, John Leary, Assistant Principal at Timberlane High School, Patrice Liff, Sandown Central Curriculum and NCLB Coordinator, George Stokinger, Business Administrator, Peter Taylor, Director of Facilities, Dwight Wilder, Assistant Principal Evening Division

Mrs. Champey, Chair, called the meeting to order at 7:30PM. Mrs. Danahy was welcomed as the acting clerk and led the assembly in the Pledge of Allegiance. Roll call was taken.

Approval of Minutes

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

Voted: To accept the minutes of the June 17, 2004, meeting.

Passed: Unanimously.

Delegations and Individuals

Mr. Radulski commented on Planet X and left an attachment with the board.

Current Business

- a. Report on History Grant – Mr. Dube, Social Studies Department Chair, and Mr. Wilder, Assistant Principal, Evening Division, updated the Board on the awarding of the Teaching American History Grant which is a Federal Department of Education grant given to 122 qualifying schools to promote the teaching of American History. The total amount of the grant is \$587,340 for years 2004-2007. Mrs. Hall thanked Mr. Dube and Mr. Wilder both for their time and efforts in pursuing and obtaining this grant. Mrs. Champey extended the Board's appreciation and congratulations on receiving this grant.
- b. New Teacher Induction and Mentor Training – Mrs. Elisabeth Gustavson, Danville Teacher and Mrs. Patrice Liff, Sandown Central Curriculum and No Child Left Behind Coordinator thanked the Board and Mrs. Griffin for the opportunity to participate in the mentoring and peer-coaching program. Timberlane Region is the first district in New Hampshire with this program. Dr. McDonald, Dr. Pfeifer, Mrs. Griffin and Mrs. Bovi were thanked for participating in the new teacher induction program on August 9, 10 and 11. Mrs. Hall extended her appreciation for the program and the on-going development of teachers. Mrs. Champey thanked the team and commented that this is a work in progress, changing and improving all the time. Dr. McDonald noted that this reflects the exceptional and exciting things we are doing in this district in addition recognized Mrs. Joean Griffin Director of Elementary Curriculum & Assessment, Mrs. Nancy Hart, Danville Assistant Principal/Curriculum Coordinator and Mr. James Leary, Assistant Principal for the Timberlane High School for their enthusiasm and their exceptional professional commitment to our school system.
- c. Facilities Report – Mrs. Hall and Peter Taylor reported on the facilities meeting held on August 19, 2004 at 9:30AM. At TRHS two boilers were installed and are 85% completed, they should be ready to go on-line the middle of September 2004. Transformer installation is on-going, tentative plans to turn on the system is set for Columbus Day weekend. Handicapped access from the parking lot will be created when the outside concrete work is performed for the transformer. Sandown Central had sidewalks with granite sides installed and removed trees for the safety and visibility of the children. Mr. Taylor informed the Board that the counter tops at the Middle School would be replaced soon. Plans by H.L. Turner were discussed for the covered entrance at the front entrance of the Middle School. Mrs. Hall asked the Board to consider waiving the policy on the formal bid process by allowing the facilities committee to review three bids on the project, if they are within the \$40,000 range for both entrances then the committee would be able to move forward on the project. Dr. McDonald explained the monies have been allocated for this project, which is approximately \$40,000 for both entrances.

On a motion by Mr. Brayall, seconded by Mr. Stack

Voted: As per policy DJE request to waive bidding requirements, regarding the construction of the covered entrances at the Middle School.

Waiving of policy requires 2/3 vote by the School Board

Passed: Unanimously

Facilities Committee reviewed the proposed Timberlane Energy Management Plan, which consists of monitoring, education, maintenance and grants. After review by the facilities committee it recommended and forwarded to the board for its review. The goal is to reduce the cost of the utilities by 10% per year.

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

Voted: Approval of the Timberlane Energy Management Plan

Passed: Unanimously

The facilities committee requested a proposal from Mrs. Wolf for the update of equipment regarding the food service program. The facilities committee will schedule a tour of schools prior to the next meeting and invited the board members to join this tour.

Personnel Update – Dr. McDonald advised the Board that four positions remain open. Special Education–Resource room at the Pollard School, Associated Director of Pupil Personnel Services, Learning Disabilities Teacher at Sandown Central, Emotionally Handicapped Teacher at TRMS.

Opening of School Report – Projected Timberlane Regional student enrollment as of September 1 is 4600; Approximately 469 students enrolled at Atkinson, 365 in Danville, 636 at Pollard, 185 at Sandown Central and 253 at Sandown North. The Middle school projects 1160 and the High school are 1534.

George Stokinger, Business Administrator updated the Board on the bus stop issue at the Plaistow Learning Center, Howie Anderson from Laidlaw along with Mr. and Mrs. Mariano Of the *Plaistow Learning Center* met with Mr. Stokinger to discuss a change in the traffic pattern of the parking lot at the Plaistow Learning Center to achieve additional space for the bus to maneuver a turn. The Plaistow Learning Center should have the changes to the traffic pattern completed before the start of the school year. The Board thanked Mr. Stokinger for his efforts and diligence on this matter. Dr. McDonald pointed out that Laidlaw made the change to the bus stop at the Plaistow Learning Center then notified the district. Laidlaw should have notified the district of this issue prior to any a change to the routes. Laidlaw needs to communicate more effectively to the district in the future. Mrs. Hall requested Dr. McDonald send a letter to Laidlaw clarifying the procedure for effective communication. Mr. McDonald informed the public that the 2004-2005 bus routes have been published in the newspaper and posted on the web site; if parents have any questions they should contact the school directly.

Administrator's Report - Dr. McDonald wanted to clarify the policy to resolve conflicts, in an attempt to resolve at the lowest possible level, classroom teacher then principal, Mrs. Griffin or Dr. Pfeifer, then Dr. McDonald. Transportation issues if not resolved in the lower level should them go to Mrs. Hodgkins and Mr. Stokinger. Mr. Coker, High School Principal will address attendance concerns to the committee with recommendations to the current policy for the Boards review. Mr. Stokinger informed the Board that meal costs have been increasing and will need to be addressed at the next meeting when he will have a formal report to present to the Board.

Personnel Report – Dr. McDonald presented the credentials of the following candidates who were hired during the summer for teaching positions. Dr. McDonald explained the policy that certain family members could not be hired under certain circumstances. Hiring teachers or assistants that would report to a family member is the concern. This is not the case with Michael Woodworth, he will be supervised by Mr. Coker.

Deborah Bell- AA-Grade 1
Carolyn Boyle – TRHS – Spanish
Alysa Goldman-Pasqua – POL – LD (SPED)
Katie Kirwin – POL – SPED
Kathleen McGuirk – TRMS – Math

Kim Silva -POL- Physical Education
Michelle Tan–TRHS– Social Studies
Breeda Whitman-POL-Grade 5
Michael Woodworth-TRHS-English

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

Voted: To confirm the election of the above candidates to teaching positions in the Timberlane Regional School District.

Passed: Unanimously

On a motion by Mrs. Hall, seconded by Mr. Stack
Voted: To accept with regret the resignations of Chantel Lucas and Kimberly Lussier
Passed: Unanimously

Next two scheduled School Board meeting;
Thursday, September 2, 2004
Thursday, September 16, 2004

The next facility meeting is scheduled for October 18, 2004 at 9:30 AM.

Committee Report –

Curriculum - Mr. Stack, next meeting will be held Wednesday, September 8, 2004 at 7PM in the SAU meeting room. Please add this to the meeting list.

Policy - Mr. Brayall will be meeting in the weeks ahead.

Safety– The committee will meet again after the audit is complete. They attended a meeting at the PAC center on Tuesday with Primex .

Budget - Next meeting scheduled September 9, 2004

Reports of School Board – Mrs. Withee informed the Board that she had received phone calls regarding the Plaistow Learning Center bus stop issue and wanted to thank all concerned for their efforts. Mr. Brayall informed the Board that he has been able to observe the football program and is impressed with the number of students participating plus all the activities and the strong participation in them at the schools, which is testimony as to what we offer the students here in the Timberlane Regional. Mrs. Aubrey commented what a positive experience the band camp was for the students. Mrs. Hall requested Dr. McDonald send a letter to all staff responsible for the Teaching American History grant and the Mentor for the New Teacher induction and mentoring training program for their dedications and accomplishments.

Correspondence – Letters of elementary schools accreditation from NEASC.

Vendor and Payroll – Approved by Board

Non-Public Session

On a motion by Mrs. Hall and seconded by Mrs. Aubrey
Voted: To go into Non-Public Session at 9:15PM under provisions of 91-A: 3.II (c) Matters of reputation
Those voting in the affirmative; Mrs. Aubrey, Mr. Brayall, Mrs. Champey, Mrs. Hall, Mr. Luongo, Mr. Stack and Mrs. Withee

On a motion by Mrs. Hall, seconded by Mrs. Aubrey
Voted: To come out of non-public session at 10:00PM
Passed: Unanimously

No action was taken in Non-Public Session

On a motion by Mrs. Hall, seconded by Mrs. Aubrey
Voted: To waive policy BCB to hire Erica Stack as Special Education Aid at Pollard School.
Passed: 6 in favor, 1 abstention (Mr. Stack)

On a motion by Mrs. Hall, seconded by Mrs. Aubrey,
Voted: The meeting was adjourned at 10:05PM

Respectfully submitted,

Nancy Danahy
Acting Clerk