

# TIMBERLANE REGIONAL SCHOOL BOARD

ATKINSON, DANVILLE, PLAISTOW, SANDOWN

THURSDAY, JANUARY 6, 2022

Regular Business Meeting – 7:00pm

Performing Arts Center\*  
40 Greenough Road, Plaistow

Dr. Kimberly Farah, Chair  
Kristin Savage, Vice Chair

Christopher K. Kellan, Interim Superintendent

\*The Board will meet in-person in the auditorium at the Performing Arts Center.  
The meeting will be Livestreamed and is open to the public. Face coverings/masks are mandatory

## AGENDA

1. **7:00PM** Call to Order – Chair
2. Roll Call – Clerk
3. Pledge of Allegiance
4. Approval of Minutes [12/10/21 and 12/16/21]
5. Delegates and Individuals
6. Student Representative
7. Current Business
  - a. **7:05PM** Annual Meeting Warrant – ACTION
  - b. **7:30PM** Facilities Update – INFORMATIONAL
  - c. **7:40PM** School Goals Presentations – INFORMATIONAL
  - d. **8:10PM** SAU Administration – INFORMATIONAL
  - e. **8:20PM** Policies Review [first & second reads] - ACTION
8. **8:50PM** Administrator’s Report
9. **8:55PM** Personnel Report
10. **9:00PM** Committee Reports/Reports of the School Board
11. Correspondence Folder
12. Vendor and Payroll Registers
13. **9:05PM** Other Business
14. Nonpublic
15. Future Dates

DATE	MEETING TYPE	LOCATION	TIME
January 13	Public Hearing on Proposed Budget	PAC	7:00PM
January 20	Regular Meeting	PAC	7:00PM
February 3	Regular Meeting	PAC	7:00PM
February 10	Deliberative Session	PAC	7:00PM
February 17	Regular Meeting	PAC	7:00PM

*The MISSION of the Timberlane Regional School District is to engage all students in challenging and relevant learning opportunities, emphasizing high aspirations and personal growth.*

**TIMBERLANE REGIONAL SCHOOL BOARD  
MEETING MINUTES**

**Emergency Meeting  
December 10, 2021  
2:36PM**

**SAU 106 Board Room  
30 Greenough Road  
Plaistow, NH**

**Call to Order**

Chairman Farah opened the December 10th, 2021 meeting of the Timberlane Regional School Board to order at 2:36PM. The Pledge of Allegiance followed roll call.

**Board Members Present**

Brian Boyle, Kimberly Farah, Steven Finnegan, Amy Gentile, Barbara Kiszka, Katie Knutsen, Shawn O'Neil and Kristin Savage

**Seated at the Board Table**

Dr. Brian Cochrane, Superintendent of Schools  
Mr. Christopher Kellan, Assistant Superintendent of Schools

**SAFETY ISSUES AT BOARD MEETINGS (02:00:53)**

Vice-Chair Savage spoke: So, again, the one item on the agenda is addressing safety issues at board meetings. It's a matter of moving forward and figuring out how to properly conduct our meetings so that we as a board can get business done; where we can address the issues at hand, get business done, and allow the public to speak. We encourage the public to speak. We just need to figure out a way to do that that is timely so that our agendas can move forward expeditiously and in the manner that we need to and allow that balance. So, we have Delegates & Individuals. We all feel that Delegates & Individuals should continue. It's something we want to do but we feel there's potentially a better way to handle it and by keeping that timeframe manageable for all of us.

**MOTION: Mr. Finnegan motioned to set aside 30 minutes at the beginning of every meeting for Delegates & Individuals; seconded by Mr. O'Neil. The motion passed 8-0-0.**

It will be the order of business at the meetings to take any action with regard to students that are invited by the board to hear them first, later followed by Delegates & Individuals.

The order for how Delegates & Individuals will be chosen will be random and shuffled. The Board asks that the public turn in their request to speak in early to give the secretary as much time as possible to perform that task.

Comments will be limited to three minutes per individual and where we now have a 30-minute timeframe, the Board asks people to be cognizant of that and to limit their speaking as much as possible to allow for as many speakers as possible within those 30 minutes.

The Board asks everyone to be courteous and be cognizant that it's a public meeting being watched by our community, and our children.

The Board also reminds the public that this is a session for you to speak and you to be heard. It is not a situation where it's a back and forth with dialogue or discussion. The Board hears your comments. They consider the comments but "we do not discuss or take action on any of the comments that are brought forth at Delegates & Individuals at that time".

Lastly, I would just say that if you feel that you're not heard, or if we have so many speakers that you can't be heard in that 30-minute window, that you either email the board directly or an alternative is to contact the Assistant Superintendent Chris Kellan. Let him know your concerns if he has enough individuals or interest in a certain topic, he will try to have public forums so that these issues can be addressed, and people can be heard.

With no other business before the Board, Chairman Farah adjourned the meeting at 2:42PM.

Respectfully submitted,

Kat Lancaster  
Recording Secretary

Approved by the Board on \_\_\_\_\_.

*NOTE: When feasible, TRSB meetings are videotaped. These meeting minutes reflect only a basic summary of the meeting topics, discussion, and action. The Vimeo recording of this meeting can be viewed at: <https://livestream.com/trsd/trsb/videos/228119897>  
Materials presented at the Board meeting may be viewed at:*

**TIMBERLANE REGIONAL SCHOOL BOARD  
MEETING MINUTES**

**Regular Business Meeting  
December 16, 2021  
7:00PM**

**Performing Arts Center  
40 Greenough Road  
Plaistow, NH**

**Call to Order**

Vice-Chairman Savage opened the December 16th, 2021 meeting of the Timberlane Regional School Board to order at 7:00PM and took roll call.

**Board Members Present**

Brian Boyle, Steven Finnegan, Barbara Kiszka, Katie Knutsen, Sheila Lowes, Shawn O'Neil and Kristin Savage

**Seated at the Board Table**

Dr. Brian Cochrane, Superintendent of Schools  
Mr. Christopher Kellan, Assistant Superintendent of Schools  
Kaylie Sheffield, Student Representative

**PUBLIC HEARING ON ESSR III FUNDS (00:00:56)**

**MOTION: Mr. O'Neil motioned to open the public hearing, seconded by Ms. Lowes. The motion passed 7-0-0.**

Mrs. Savage opened the Public Hearing at 7:01PM. Timberlane Regional School District was awarded \$1,223,191.28 funding under the American Rescue Plan Act and Elementary and Secondary School Relief Fund which is also referred to as ESSER III. This money will be available for use through September 30, 2024.

We are required to set aside 20% of the funds to address learning loss and providing mental health services and support among students.

The grant also has a focus on large dollar construction projects, and it mandates stricter guidelines compared to other federal grants the district has accessed in the past. For example, it requires compliance with federal regulations including but not limited to The Davis-Bacon and Related Acts (DBRA) which will involve large amounts of time and effort from the business department.

There were no questions or comments on the ESSER III Funding.

**MOTION: Mr. O'Neil motioned to close the public hearing, seconded by Ms. Lowes. The motion passed 7-0-0.**

This Public Hearing ended at 7:05PM.

**MOTION: Ms. Lowes motioned to accept the ESSER III Funding in the amount of \$1,223,191.28; seconded by Mr. O'Neil. The motion passed 7-0-0.**

**MOTION:** Mrs. Kiszka motioned to direct that 20% of the funds to address learning loss and provide mental health services and support for students. The remainder will be applied to the items identified by the Capital Improvement Plan as eligible for ESSER Funds; seconded by Mr. O'Neil. The motion passed 7-0-0.

#### **APPROVAL OF MINUTES (00:05:46)**

**MOTION:** Ms. Lowes motioned to accept the TRSB public meeting minutes of December 2nd, 2021; seconded by Mrs. Kiszka. The motion passed 5-0-2 (Finnegan and Lowes abstaining).

#### **FOOTBALL TEAM and STAFF RECOGNITIONS (00:06:31)**

Assistant Superintendent Kellan introduced the New Hampshire Division 2 State Championship Football Team, the 2021 Timberlane Owls. Mr. Kellan discussed the commitment to the season by the players and coaches. Both players and coaches spoke briefly as well. Cooper Kelly was named Player of the Year while Coach Fitz was also honored as the Coach of the Year. Booster championship apparel will also be available on their Facebook page.

#### **DELEGATES & INDIVIDUALS (00:14:08)**

Mrs. Savage: I will not be reading the prepared statement that has needed to be read at the meetings lately. It is my hope that every here will act appropriately and with respect towards others. If that is not the case, I will immediately interrupt delegates and individuals to read the statement. Again, it is my hope that that will not become necessary.

This portion of the agenda will be capped at thirty minutes. Speakers will be chosen at random. All submitted Request to Speak forms have been given a number and we will use an app to pull the numbers and determine who has the opportunity to present tonight. Each speaker is given a maximum of three minutes on the floor. We ask that you keep your comments concise and appropriate for a school setting. We realize there are issues that have brought concern from many people and emotions are heightened. We understand that and it does not go unrecognized. But we ask that you remember that you too are representing Timberlane when you speak, especially with the heightened media presence.

We will listen to speakers for a total of 30 minutes and then we will return to the next items on the agenda. Delegates and Individuals has always been an opportunity for people to speak and voice their comments and concerns to the board. It is a historical practice that the board does not respond to speakers or engage in dialogue during this time. The Board will not provide responses to speakers rather we will take the speakers points under advisement. This is not an attempt to be rude or dismissive; this is the practice that we follow. We also remind you that we cannot always answer your questions even outside of Delegates and Individuals forum as much of the information we are privy to, of its own, is privileged information. This is for a multitude of reasons, and we are subject to rules and restrictions beyond our control. We recognize that this can be a frustration to many of you, but it is also frustrating to all of us. I'm hopeful that we can have a productive Delegates and Individuals session tonight. We have nine speakers so all nine will be entitled to speak tonight. Again, we will be calling them randomly

and we will start now.

**Katie Seidl, of Plaistow**, is concerned about the policies and procedures used in vetting teachers. Ms. Seidl claims that no one has responded to her emailed concerns. She said communication is an issue in the district.

**Coral Hampe, of Danville**, spoke as TTA President, and read a letter from one of her colleagues. The letter claimed that no one had informed the teachers of shooting threats within the school. Middle School teachers were receiving emails saying students would not be in due to threats. This teacher felt betrayed by the district. She also said communication is an issue in the district.

**Myra Hogan, of Plaistow**, is a taxpayer, teacher and former parent in the district. She said there is a lot of change in the district with many things wrong. She is on the CBA negotiating team. She claimed that the bottom-line budget is more important to this board than educating children. She is upset that the board is attempting to remove the retirement incentive. She claims that the district will only attract the worst teachers with the contract they are offering.

**Oswaldo Hernandez, of Atkinson**, teachers are supposed to teach and not indoctrinate our children. Atkinson Academy had a lockdown, and the parents weren't informed until afterwards. Where does it stop? He got significantly worked up as he progressed and ultimately ended up swearing and saying that the board works for them. He wants all the members off the board and was mad that the Chair wasn't at the meeting. He then called the board a bunch of Nazi's again.

Dr. Karlyn Borysenko then screamed "we know where you live" and Vice-Chair Savage called a recess. The unmasked people continued to scream at each other. The Board returned 10 minutes later.

**Nolan Pelletier, of Plaistow**, said the board is not providing a safe environment for their children and that they are also hiding stuff from parents and teachers. He said they need to do better.

**Kevin Dube, of Danville**, was called but no longer at the meeting.

**Kate Lindblad, of Plaistow**, is a mom of three and a sub in Timberlane schools. She said that subs are not trained in what they should do in any given emergency. She said it's not safe. She requested that subs be required to take paid training.

**Melissa Marr, of Plaistow**, came to discuss the fact that she found the threat issues on Facebook. She was thankful she did because she felt her daughter would have regressed had she gone to school that day. She said the administration needs to get better at communicating with parents.

**Jess Pelletier, of Plaistow**, said she was very disappointed in the response from the administration. She said parents should not be hearing about these issues on the news. You have lost the trust of the parents and the children in this district, and you have a lot of work to do if you want to regain that trust.

#### **STUDENT REPRESENTATIVE (00:50:44)**

Miss Kaylie Sheffield gave an update on what each school is currently working on from each elementary school, the middle school, and the high school. She also mentioned the Football Team's incredible State Championship win. TRHS Soccer player Isabella Keo earned All State, All New England and All-American

Team honors. Her twin sister, Sophia, has also made All State, team 2.

“In regard to the variety of growing concerns recently associated with social media, including rumors, vandalism, and inappropriate behavior, I would like to personally acknowledge that I, myself, as well as a variety of other student leaders are working on enforcing social media as an outlet for positivity and encouraging students not to share rumored information across media platforms by any means. Rather, students are being encouraged to go to administration or trusted adult upon seeing any questionable information or anything on a media platform that makes them feel unsafe. This is a difficult and hefty task to take on but little by little more student awareness of being brought to the misuse of media platforms. I would like to personally encourage members of the district community to share this advice with their families and students thus to prevent as much as rumor as possible. As the Student Council President and Board Representative, I will personally be working with my Vice-President and Public Relations Officer over the winter break to continue this advocacy upon return.

In regard to several issues surrounding the bathrooms at school, I would like to publicly issue a sincere apology on behalf of the TRHS student body. Though these actions have been done by a small percentage of students, it is a great disservice the administration and custodial staff that works incredibly hard to provide students with a safe and clean school environment. I, along with several other student leaders, have been sufficiently disappointed with the repetition of these destructive actions and are working towards means of encouraging better behavior among our peers. Again, to the Administration and staff of Timberlane, and District staff and the School Board, the student body recognizes your hard work, and we appreciate constant efforts to provide a safe learning environment.

As always, I would like to thank the School Board and District Administration for the opportunity to speak on behalf of my fellow students. I would like to everyone a great end to the year and a wonderful start to the next.”

#### **SCHOOL GOALS PRESENTATIONS (00:57:16)**

Each Principal at all District Schools went over their presentations that were in the agenda packet. Principal Stephen Harris spoke about Atkinson Academy. Principal Christopher Snyder spoke about the goals for Danville Elementary. Principal Doug Blay spoke about the goals adopted for Pollard School. Principal Patrice Liff spoke about TLC/Sandown Central and Principal Nancy Stafford of Sandown North also went over the presentations in the agenda packet. Similar goals and themes were found in these presentations. There were a few questions from the board at the end of the elementary presentations.

Principal Mitch Mencis went over the goals for the middle school. Math and Reading goals could represent 12-25% improvement if they can meet their benchmark. Mr. O’Neil asked what we need to do to get Timberlane back in the top ten. Mr. Kellan said it’s going to require commitment across all functions. Mr. Finnegan asked what effects they have noticed post remote learning. Everyone is going to get tested on iReady on Reading and math in January. By October or November of next year, the Administration should have information to show the board as to whether they met their goals or not.

Before giving his presentation for the high school goals, Principal John Vaccarezza said: One of the things I'd like to say is I'd like to thank the students this week. I'd like to thank staff this week. And really everybody was just kind of been dealing with a lot of difficult situations, but I can tell you that they were in their classrooms trying to work with kids, trying to be there for kids, trying to talk to kids. We do need to improve. We heard a lot of harsh comments tonight, but the key is, yeah, we do need to improve; we

need to up the expectations for ourselves. And the grand shame of everything is if we don't learn from our mistakes. So that's what we're looking to do. I do want to make a shout out to that. How much the staff and students are relying on each other at different times this week. I give them a lot of credit for that because it's not always easy to do that. With a flurry of different stuff being said, it can be even more difficult. So sometimes we do need some positivity, which we'll talk about in the goals that we as a school have. I will, Mr. O'Neil, just give a little bit of explanation of how I believe we can be an elite school as well as district.

#### **BUDGET & DEFAULT BUDGET (01:40:44)**

Mrs. Watkins informed the board of the budget figures:

- Operating Budget figure is \$75,753,607
- Default Budget figure is \$76,300,383

Mr. O'Neil said the big drivers are salaries and benefits. Mrs. Kiszka asked about items that are over budgeted and underspent, like the PAC. Mrs. Watkins explained that the revenue that the PAC brings in is reflected in that line item.

Ms. Lowes asked about the Special Education budget as it looks fairly level year over year. Ms. Brooks said that many students are aging out and some students are coming back from out of district placements. The Board also discussed Health Trust and the fact that the figure is not exact until, generally, January or February. Mr. O'Neil requested that the Administration poke and prod Health Trust for the correct figure. Mr. O'Neil requested an update on this at the next meeting. He said February is unacceptable. Approve

**MOTION: Mr. O'Neil motioned to accept the School Board's FY 2023 Proposed Budget in the amount of \$75,753, 607; seconded by Ms. Lowes. The motion passed 7-0-0.**

**MOTION: Mr. Boyle motioned to accept the School Board's FY 2023 Default Budget in the amount of \$76,300, 383; seconded by Ms. Lowes. The motion passed 7-0-0.**

#### **ANNUAL MEETING (02:01:00)**

The Board discussed the warrant and the required dates. Mr. O'Neil inquired as to the District Clerk position and where it stands.

**MOTION: Mr. Boyle motioned to approve the Draft Calendar dated 12/8/21; seconded by Mr. Finnegan. The motion passed 7-0-0.**

#### **CURRICULUM –PROGRAM OF STUDIES (02:05:36)**

Mr. Pederson updated the Board on the changes made since the last time he was before the Board.

**MOTION: Ms. Lowes motioned to accept the Program of Studies as a second read; seconded by Mrs. Kiszka. The motion passed 7-0-0.**

#### **TLC/EARLY EDUCATION NUMBERS (2:09:05)**

The Board reviewed the executive summary provided by Mrs. Canotas. There were no questions from

the Board.

**ATHLETICS GRANT (02:09:42)**

Mr. Fantasia indicated that all the information for the grant is ready, and it can be submitted on time.

**MOTION:** Mr. O'Neil motioned to authorize the superintendent and/or the Assistant Superintendent to sign on behalf of the board for the grant application for the State of NH Natural & Cultural Resources Division of Parks and Recreation Land and Water Conservation Fund Grant (Round 32); seconded by Ms. Lowes. The motion passed 7-0-0.

**RECORDING SECRETARY POSITION (02:13:22)**

Kat Lancaster has resigned. She has agreed to stay on until a replacement is hired.

**MOTION:** Ms. Lowes motioned to accept the resignation of Kat Lancaster, Recording Secretary with gratitude and thanks; seconded by Mr. O'Neil. The motion passed 7-0-0.

Mrs. Savage requested that both this position and the District Clerk position be posted right away. Mrs. Savage asked the board if the current rate of pay is acceptable to the Board. The position will be posted as reflected in the agenda.

**POLICIES (02:15:10)**

**MOTION:** Ms. Lowes motioned to approve policies BGC (Policy Review and Evaluation), BGE (Policy Dissemination) and JFA (Residency) for second read; seconded by Mrs. Kiszka. The motion passed 7-0-0.

**ADMINISTRATORS REPORT (02:16:53)**

Nothing to report.

**WINTER ATHLETIC PROTOCOL (02:17:02)**

The Board reviewed the Executive Summary provided in the agenda packet.

**PERSONNEL REPORT (02:17:10)**

**MOTION:** Ms. Lowes motioned to accept the retirement of Jane Berrigan, Special English Language Arts Teacher, TRMS, with gratitude and thanks for her service; seconded by Mr. Finnegan. The motion passed 7-0-0.

**MOTION:** Ms. Lowes motioned to accept the professional retirement of Mark Cerniglia, Science Teacher, TRHS, with gratitude and thanks for his service; seconded by Mr. Finnegan. The motion passed 7-0-0.

**MOTION:** Ms. Lowes motioned to accept the professional retirement of Barry Chooljian, Director

of School Counseling, TRHS, with gratitude and thanks for his service; seconded by Mr. Finnegan. The motion passed 7-0-0.

**MOTION:** Ms. Lowes motioned to accept the professional retirement of Kathleen Dresser, Physical Education, TRMS, with gratitude and thanks for her service; seconded by Mr. Finnegan. The motion passed 7-0-0.

**MOTION:** Ms. Lowes motioned to accept the professional retirement of John Dube, Social Studies, TRHS, with gratitude and thanks for his service; seconded by Mr. Finnegan. The motion passed 7-0-0.

**MOTION:** Ms. Lowes motioned to accept the professional retirement of Barbara Kane, Elementary Education, Pollard, with gratitude and thanks for her service; seconded by Mr. Finnegan. The motion passed 7-0-0.

**MOTION:** Ms. Lowes motioned to accept the professional retirement of Janice Knuuttunen, Physical Therapist, TRSD, with gratitude and thanks for her service; seconded by Mr. Finnegan. The motion passed 7-0-0.

**MOTION:** Ms. Lowes motioned to accept the professional retirement of Anne Licciardello, English Language Arts Teacher, TRMS, with gratitude and thanks for her service; seconded by Mr. Finnegan. The motion passed 7-0-0.

**MOTION:** Ms. Lowes motioned to accept the professional retirement of Toni Mealey, Reading and Writing Specialist, Case Coordinator, TRHS, with gratitude and thanks; seconded by Mr. Finnegan. The motion passed 7-0-0.

**MOTION:** Ms. Lowes motioned to accept the professional retirement of Jo Ann Robichaud, Elementary Education, Pollard, with gratitude and thanks for her service; seconded by Mr. Finnegan. The motion passed 7-0-0.

#### **COMMITTEE REPORTS/REPORTS TO THE SCHOOL BOARD (02:21:50)**

Ms. Lowes asked Mr. Kellan to speak to the incredible art students' portraits that will soon be hanging in the PAC. Thank you Mr. C. for the invitation. Mr. O'Neil requested that this be posted to the district website. Mr. Finnegan thanked Dean Zanello for all he does!

Mrs. Savage: At this time, the School Board would like to announce a transition in the SAU organizational structure. The School Board and Dr. Cochrane have come to a mutual Separation Agreement, and he will depart from his role as Superintendent effective December 17, 2021. Assistant Superintendent Chris Kellan will become the acting Superintendent. Dr. Cochrane has agreed to stay on for the end of this year during the transition and to support the school board by completing a significant policy review project. The Board would like to thank Dr. Cochrane for his successful work in leading the school reopening plan and his collaboration with the School Board in preparing for and implementing the separation from SAU 55 and the strategic development of SAU 106. This work was especially challenging over the past 20 months during the pandemic. We wish Dr. Cochrane well in his future endeavors.

The School Board would also like to announce that Assistant Superintendent, Chris Kellan, will become the interim superintendent effective December 17, 2021. And it is expected that he will be appointed as superintendent in the near future. I wish both men and their families the best in all their futures. I also want to take this time to wish them, the remainder of our staff, our students and our community, the best for the holiday season. Hopefully for a very great new year moving forward into 2022.

**MOTION:** Mr. O’Neil motioned to go into non-public under 91-A:3, Paragraph II (a) The dismissal, promotion or compensation or disciplining of any public employee and (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person; seconded by Ms. Lowes. The motion passed 7-1-0 (Mrs. Kiszka opposed).

**The Board was polled:**

Boyle – Yes                      Finnegan - Yes                      Kiszka – Yes                      Knutsen – Yes  
Lowes – Yes                      O’Neil - Yes                      Savage – Yes

The motion carried 7-0-0 and the Board entered nonpublic session at 9:30PM.

**MOTION:** Mr. Finnegan motioned to exit the non-public meeting; seconded by Mrs. Kiszka. The motion passed 7-0-0.

**The Board was polled:**

Boyle – Yes                      Finnegan - Yes                      Kiszka – Yes                      Knutsen – Yes  
Lowes – Yes                      O’Neil - Yes                      Savage – Yes

The motion carried 7-0-0 and the Board re-entered public session at 10:35PM.

**MOTION:** Mr. O’Neil motioned to seal the non-public meeting minutes by reason that divulgence would likely affect adversely the reputation of someone other than a member of the Board; seconded by Ms. Lowes. The motion passed 7-0-0.

**The Board was polled:**

Boyle – Yes                      Finnegan - Yes                      Kiszka – Yes                      Knutsen – Yes  
Lowes – Yes                      O’Neil - Yes                      Savage – Yes

With no other business before the Board, Vice - Chairman Savage adjourned the meeting at 10:37PM.

Respectfully submitted,

Kat Lancaster  
Recording Secretary

Approved by the Board on \_\_\_\_\_.

# 2022 Timberlane Regional School District Warrant State of New Hampshire

To the inhabitants of the School District of the Towns of Atkinson, Danville, Plaistow, and Sandown, New Hampshire, qualified to vote in District affairs:

## First Session of Annual Meeting (Deliberative)

You are hereby notified to meet at the Timberlane Performing Arts Center, 40 Greenough Road, Plaistow, New Hampshire, on Thursday, the 10th day of February 2022, at 7:00 p.m. This session shall consist of explanation, discussion, and debate of warrant articles number 2 through number 14. Warrant articles may be amended subject to the following limitations: (a) warrant articles whose wording is prescribed by law shall not be amended, (b) warrant articles that are amended shall be placed on the official ballot for a final vote on the main motion, as amended, and (c) no warrant article shall be amended to eliminate the subject matter of the article.

## Second Session of Annual Meeting (Voting)

Voting on warrant articles number 1 through number 14 will be conducted by official ballot to be held in conjunction with town meeting voting to be held on Tuesday, the 8th day of March 2022, at the Town election polls in Atkinson, Danville, Plaistow, and Sandown, New Hampshire.

Atkinson	Voting will be conducted at the Atkinson Community Center from 7am-8pm
Danville	Voting will be conducted at the Danville Community Center from 8am-7pm
Plaistow	Voting will be conducted at the Plaistow Public Works Garage from 7am-8pm
Sandown	Voting will be conducted at the Sandown Town Hall from 8am-8pm

## Article 1 - Election of Officers

To choose the following school district officers:

Danville Voters	School Board Member	3-year term
Plaistow Voters	School Board Member	3-Year term
Plaistow Voters	School Board Member	2-year term
Sandown Voters	School Board Member	3-year term
Danville Voters	Budget Committee Member	3-year term
Plaistow Voters	Budget Committee Member	3-year term
Sandown Voters	Budget Committee Member	3-year term

## Article 2 - Operating Budget

Shall the voters of the Timberlane Regional School District raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling **\$75,753,607**? Should this article be defeated, the operating budget shall be **\$76,300,383** which is the same as last year, with certain adjustments required by previous action of the Timberlane Regional School District or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. Note: Warrant Article 2 (the operating budget) does not include appropriations proposed under any other warrant articles. (MAJORITY VOTE REQUIRED)

***Recommended by the School Board***

***Recommended by the Budget Committee***

2022 TIMBERLANE REGIONAL SCHOOL DISTRICT WARRANT

**Article 3 – Three Year Collective Bargaining Agreement (Timberlane Administrative Assistants and Maintenance Union)**

Shall the voters of the Timberlane Regional School District approve the cost items included in the collective bargaining agreement reached between the Timberlane Administrative Assistants and Maintenance Union and the Timberlane Regional School Board, which calls for the following increases in salaries and benefits at the current staffing levels over the amount paid in the prior fiscal year:

Fiscal Year	<u>2022-23</u>	<u>2023-24</u>	<u>2024-25</u>
Estimated Increase	\$141,166	\$93,291	\$122,246
3-Year Total			\$356,703

And further to raise and appropriate the sum of **\$141,166** for the 2022-23 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at the current staffing levels? (MAJORITY VOTE REQUIRED)

***Recommended by the School Board***  
***Recommended by the Budget Committee***

**Article 4 – Authorization for Special Meeting on Cost Items**

Shall the voters of the Timberlane Regional School District, if Article 3 is defeated, authorize the Timberlane Regional School Board to call one special meeting, at its option, to address Article 3 cost items only? (MAJORITY VOTE REQUIRED)

***Recommended by the School Board***

**Article 5 – Three Year Collective Bargaining Agreement (Timberlane Custodians Union)**

Shall the voters of the Timberlane Regional School District approve the cost items included in the collective bargaining agreement reached between the Timberlane Custodians Union and the Timberlane Regional School Board, which calls for the following increases in salaries and benefits at the current staffing levels over the amount paid in the prior fiscal year:

Fiscal Year	<u>2022-23</u>	<u>2023-24</u>	<u>2024-25</u>
Estimated Increase	\$137,283	\$99,146	\$119,050
3-Year Total			\$355,479

And further to raise and appropriate the sum of **\$137,283** for the 2022-23 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at the current staffing levels? (MAJORITY VOTE REQUIRED)

***Recommended by the School Board***  
***Recommended by the Budget Committee***

**Article 6 – Authorization for Special Meeting on Cost Items**

Shall the voters of the Timberlane Regional School District, if Article 5 is defeated, authorize the Timberlane Regional School Board to call one special meeting, at its option, to address Article 5 cost items only? (MAJORITY VOTE REQUIRED)

***Recommended by the School Board***

**Article 7 - Three Year Collective Bargaining Agreement (Timberlane Food Service Workers Union)**

Shall the voters of the Timberlane Regional School District approve the cost items included in the collective bargaining agreement reached between the Timberlane Food Service Workers Union and the Timberlane Regional School Board, which calls for the following increases in salaries and benefits at the current staffing levels over the amount paid in the prior fiscal year:

Fiscal Year	<u>2022-23</u>	<u>2023-24</u>	<u>2024-25</u>
Estimated Increase	\$40,887	\$26,464	\$33,450
3-Year Total			\$100,801

And further to raise and appropriate the sum of **\$40,887** for the 2022-23 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at the current staffing levels? (MAJORITY VOTE REQUIRED)

*Recommended by the School Board*  
*Recommended by the Budget Committee*

**Article 8 - Authorization for Special Meeting on Cost Items**

Shall the voters of the Timberlane Regional School District, if Article 7 is defeated, authorize the Timberlane Regional School Board to call one special meeting, at its option, to address Article 7 cost items only? (MAJORITY VOTE REQUIRED)

*Recommended by the School Board*

**Article 9 - Three Year Collective Bargaining Agreement (Timberlane Teachers Union)**

Shall the voters of the Timberlane Regional School District approve the cost items included in the collective bargaining agreement reached between the Timberlane Teachers Association and the Timberlane Regional School Board, which calls for the following increases in salaries and benefits at the current staffing levels over the amount paid in the prior fiscal year:

Fiscal Year	<u>2022-23</u>	<u>2023-24</u>	<u>2024-25</u>
Estimated Increase	\$ _____	\$ _____	\$ _____
		3 Year Total	\$ _____

And further to raise and appropriate the sum of \$ \_\_\_\_\_ for the 2022-23 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at the current staffing levels? (MAJORITY VOTE REQUIRED)

*Recommended by the School Board*  
*Recommended by the Budget Committee*

**Article 10 - Authorization for Special Meeting on Cost Items**

Shall the voters of the Timberlane Regional School District, if Article 9 is defeated, authorize the Timberlane Regional School Board to call one special meeting, at its option, to address Article 9 cost items only? (MAJORITY VOTE REQUIRED)

*Recommended by the School Board*

**Article 11 - One Year Collective Bargaining Agreement (Timberlane Administrator's Union)**

Shall the voters of the Timberlane Regional School District approve the cost items included in the collective bargaining agreement reached between the Timberlane Administrator's Union and the Timberlane Regional School Board, which calls for the following increases in salaries and benefits at the current staffing levels over the amount paid in the prior fiscal year:

Fiscal Year	<u>2022-23</u>
Estimated Increase	\$ _____

And further to raise and appropriate the sum of \$ \_\_\_\_\_ for the 2022-23 fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at the current staffing levels? (MAJORITY VOTE REQUIRED)

*Recommended by the School Board*

*Recommended by the Budget Committee*

**Article 12 - Authorization for Special Meeting on Cost Items**

Shall the voters of the Timberlane Regional School District, if Article 11 is defeated, authorize the Timberlane Regional School Board to call one special meeting, at its option, to address Article 11 cost items only? (MAJORITY VOTE REQUIRED)

*Recommended by the School Board*

**Article 13 - Capital Reserve Fund by Surplus**

Shall the voters of the Timberlane Regional School District raise and appropriate up to \$250,000 to be placed in the School Building Construction, Reconstruction, Capital Improvement and Land Purchase Capital Reserve Fund established in 1996, with such amount to be transferred from those funds in the June 30, 2022 unassigned fund balance available for transfer on July 1 of this year which were apportioned as Capital Expenses in 2021-2022 in accordance with Article 6 of the Timberlane Regional School District Articles of Agreement? No amount to be raised by additional taxation. (MAJORITY VOTE REQUIRED)

*Recommended by the School Board*

*Recommended by the Budget Committee*

**Article 14 - General Acceptance of Reports**

Shall the voters of the Timberlane Regional School District accept reports of agents, auditors, and committees as written in the 2021 Annual Report? (MAJORITY VOTE REQUIRED)

*Recommended by the School Board*

Given under our hands this \_\_\_\_ day of January 2022.

Timberlane Regional School Board

<hr/> <i>Brian Boyle</i>	<hr/> <i>Katie Knutsen</i>	<hr/> <i>Kimberly Farah, Chair</i>
<hr/> <i>Barbara Kiszka</i>	<hr/> <i>Sheila Lowes</i>	<hr/> <i>Amy Gentile</i>
<hr/> <i>Shawn O'Neil</i>	<hr/> <i>Kristin Savage, Vice Chair</i>	<hr/> <i>Steven Finnegan</i>

A true copy of Warrant - Attest  
Timberlane Regional School Board

<hr/> <i>Brian Boyle</i>	<hr/> <i>Katie Knutsen</i>	<hr/> <i>Kimberly Farah, Chair</i>
<hr/> <i>Barbara Kiszka</i>	<hr/> <i>Sheila Lowes</i>	<hr/> <i>Amy Gentile</i>
<hr/> <i>Shawn O'Neil</i>	<hr/> <i>Kristin Savage, Vice Chair</i>	<hr/> <i>Steven Finnegan</i>

2022 TIMBERLANE REGIONAL SCHOOL DISTRICT WARRANT

**TIMBERLANE REGIONAL SCHOOL BOARD**  
**And**  
**TEAMSTERS LOCAL 633 (CUSTODIANS)**

**TENTATIVE AGREEMENT REACHED ON JANUARY 3, 2022**

<u>CBA ARTICLE</u>	<u>PROPOSAL</u>
Duration	3-year CBA.
Article 4 (Work Week and Work Year)	Add language providing that when a Holiday falls during a regular workweek, Employees will be eligible for OT after 32 hours of actual work performed during that same workweek.
5.1 (Grievances – Business Days)	Change reference to <u>“Article 4”</u> to <u>“Article 5.”</u>
5.2 (Grievances – Time Limits)	Change language in last sentence to “... by the end of the <u>school</u> year...”
5.5.3 (Grievances – Formal Procedure – Step 3)	In second paragraph, change reference to “...section <u>5.5.3</u> herein...” to “...section <u>5.5.4</u> herein...”
Article 6.1 (Personal Absence)	Increase personal days from 2 per school year to 3 per school year.
Article 6.2.1 Sick Leave – Accumulation)	Add a provision allowing up to 10 days of sick leave accrued over the maximum to be cashed out annually at a rate of \$20.00 per day, to a maximum amount of \$200.00 per employee.
Article 6.5 (Vacation)	Allow carried over vacation days to be used at any time prior to the first day of school for students.
Article 6.5 (Vacation)	Add a provision stating that the Employer will respond to all requests for vacation within two weeks of submittal and that the Employer will not deny a request for a vacation unless granting the vacation would create a staffing shortage.

Article 6.5 (Vacation)	Add a provision requiring vacation requests to be considered and approved by seniority.
9.1.3 (Insurance Protection – Cadillac Tax Avoidance)	Remove entire section.
NEW Article 10 (Miscellaneous – Snow Removal)	Add provisions requiring the Employer to pay a 4-hour minimum at 1 1/2 x pay to any Employee who is called to work outside of his/her regular schedule, and who then actually comes to work, for snow removal; and to pay a 2-hour minimum at 1 1/2 x pay to any Employee who is called to work outside of his/her regular schedule, and who then actually comes to work, to respond to an alarm.
NEW Article 10 (Miscellaneous – Uniform Allowance)	Require Employer to provide T-shirts and hooded sweatshirts with the school's name on them and not individual Employee names and providing a \$200 annual allowance for Employees to use to purchase appropriate work pants and appropriate work footwear.
NEW	Require Employer to negotiate the terms and conditions of any new on call policy.
Article 12.1 (Wages)	On July 1, 2022, each Employee will be placed on the new wage grid at the first step above the Employee's then-current rate of pay. On July 1, 2023 and July 1, 2024, each Employee will advance one step on the new wage grid.
Article 12.1 (Wages)	Employees who remain employed by the District at the beginning of the 2022-2023 school year will be paid a one-time, lump sum bonus of \$500.00, less regular withholdings, to be included in the first regular payroll check in the 2022-2023 school year. Provided they remain employed by the District at the beginning of the 2022-2023 school year, the following three (3) Employees - Zigmund Paszko, Gerald Pisani, and James Rivers – will be paid an additional one-time, lump sum bonus of \$500.00, less regular withholdings, to be included in the first regular payroll check in the 2022-2023 school year.

**TIMBERLANE REGIONAL SCHOOL BOARD**  
**And**  
**TEAMSTERS LOCAL 633 (CAFETERIA WORKERS)**

**TENTATIVE AGREEMENT REACHED ON JANUARY 3, 2022**

<u>CBA ARTICLE</u>	<u>PROPOSAL</u>
Duration	3-year CBA.
Article 4 (Work Week and Work Year)	Guarantee Employees who are typically scheduled to work 181 paid workdays per year 181 paid workdays per year.
5.1 (Grievances – Business Days)	Change reference to <u>“Article 4”</u> to <u>“Article 5.”</u>
5.2 (Grievances – Time Limits)	Change language in last sentence to “... by the end of the <u>school</u> year...”
5.5.3 (Grievances – Formal Procedure – Step 3)	In second paragraph, change reference to “...section <u>5.5.3</u> herein...” to “...section <u>5.5.4</u> herein...”
Article 6.1 (Personal Absence)	Increase personal days from 2 per school year to 3 per school year.
Article 6.2.1 (Sick Leave – Accumulation)	Add a provision allowing up to 10 days of sick leave accrued over the maximum to be cashed out annually at a rate of \$20.00 per day, to a maximum amount of \$200.00 per employee.
9.1.3 (Insurance Protection – Cadillac Tax Avoidance)	Remove entire section.
NEW Article 10 (Miscellaneous – Pay Stubs)	Require Employer to provide itemized pay stubs to Employees.

NEW Article 10 (Holidays)	Continue Holiday Pay for the two (2) Employees who currently receive Holiday Pay.
Article 12.1 (Wages)	On July 1, 2022, each Employee will be placed on the new wage grid at the first step above the Employee's then-current rate of pay. On July 1, 2023 and July 1, 2024, each Employee will advance one step on the new wage grid.
Article 12.1 (Wages)	Employees who remain employed by the District at the beginning of the 2022-2023 school year will be paid a one-time, lump sum bonus of \$500.00, less regular withholdings, to be included in the first regular payroll check in the 2022-2023 school year.

**TIMBERLANE REGIONAL SCHOOL BOARD  
And  
TEAMSTERS LOCAL 633 (ADMINISTRATIVE  
ASSISTANTS/SECRETARIES, AND  
SKILLED MAINTENANCE EMPLOYEES)**

**TENTATIVE AGREEMENT REACHED ON JANUARY 3, 2022**

<u>CBA ARTICLE</u>	<u>PROPOSAL</u>
Duration	3-year CBA.
5.1 (Grievances – Business Days)	Change reference to <u>“Article 4”</u> to <u>“Article 5.”</u>
5.2 (Grievances – Time Limits)	Change language in last sentence to “... by the end of the <u>school</u> year...”
5.5.3 (Grievances – Formal Procedure – Step 3)	In second paragraph, change reference to “...section <u>5.5.3</u> herein...” to “...section <u>5.5.4</u> herein...”
Article 6.1 (Personal Absence)	Increase personal days from 2 per school year to 3 per school year.
Article 6.2.1 (Sick Leave – Accumulation)	Add a provision allowing up to 10 days of sick leave accrued over the maximum to be cashed out annually at a rate of \$20.00 per day, to a maximum amount of \$200.00 per employee.
9.1.3 (Insurance Protection – Cadillac Tax Avoidance)	Remove entire section.
Article 9.1.4 (Health Insurance Buyout)	Increase insurance buyout from \$250 per year to \$1,000 per year.
Article 9.3 (Term Life Insurance)	Increase benefit from \$20,000 to 1 x Employee’s annual salary.

<p>NEW Article 10 (Miscellaneous – Uniform Allowance)</p>	<p>Provide all Skilled Maintenance Employees with T-shirts and hooded sweatshirts with the school’s name on them and not individual Employee names and provide a \$200 annual allowance for all Skilled Maintenance Employees to use to purchase appropriate work pants and appropriate work footwear.</p>
<p>Article 12.1 (Wages)</p>	<p>On July 1, 2022, each Administrative Assistant will be placed on the appropriate new wage grid at the first step above the Employee’s then-current rate of pay. On July 1, 2023 and July 1, 2024, each Administrative Assistant will advance one step on their new wage grid.</p>
<p>Article 12.1 (Wages)</p>	<p>On July 1, 2022, July 1, 2023, and July 1, 2024, each Skilled Maintenance Employee will receive a wage increase of 3.0%.</p>
<p>Article 12.1 (Wages)</p>	<p>Employees who remain employed by the District at the beginning of the 2022-2023 school year will be paid a one-time, lump sum bonus of \$500.00, less regular withholdings, to be included in the first regular payroll check in the 2022-2023 school year.</p>



January 3, 2021

## Executive Summary – Facilities Update

### Annual Meeting Information

Dr. Farah,

The HVAC systems were an area of highest priority since taking over the facilities and since the beginning of the pandemic. Due to the critical needs in that area and the lack of onsite personnel, a contract was awarded to the Trane company. Trane completed an audit of the Timberlane HVAC systems and found a significant number of all types of HVAC units in need of repair and deep cleaning. Trane was hired to conduct the repairs and preventive maintenance on the Middle School, High School and Performing Arts Center while the district HVAC Mechanic addressed the elementary schools of our district. Some Items that were addressed were: failed condenser motors, clogged heat exchangers, seized bearings, dirty systems, and failed actuators.

Although all systems are now operational, the units are mostly over 20 years old and are approaching their end-of-useful life expectancy, are not being controlled optimally, and are not as energy efficient as units manufactured today. As such Timberlane can profit from an audit and subsequent Energy Performance Contract which will provide new equipment, controls, and provide energy savings, and better indoor air quality throughout the district.

The following are measures the district is taking to improve the learning environment, decrease energy usage, and provide a better indoor air quality:

- Lighting upgrades: The district is currently removing all fluorescent lighting fixtures and replacing them with LED panels. This is being done in-house by the district electrician with the help of the district maintenance mechanic and even groundskeepers since the weather is giving them time to be inside.
- Performance contract: Energy Efficiency Investments is currently auditing all district owned buildings to find areas for energy improvements as well as upgrading all our HVAC equipment, controls, and usage.
  - The first concern is for the Danville Boilers which we will move forward with their replacement along with controls upgrades and a change to Propane fired boilers in a centralized plant.



- ESSER funds will be used for the Middle School to improve their HVAC, heating plant and to replace the pneumatic controls with a building automation system that will allow better control and increased energy savings.
- Unanticipated adequacy Aid will be used towards the HVAC upgrades throughout the district which will help to reduce energy consumption and increase indoor air quality to include the following:
  - PS Ahu-6
  - PS Ahu Admin area
  - PS AHU-4
  - PS AHU-5
  - PS Rooftop Ventilation Unit
  - PS Replace Building Automation Controls
  - DE AHU 1 and %
  - SC Replace Oil Fire Boilers
  - HS Replace 16 Air Handler Units
  - HS Replace 6 Oil Boilers
  - HS Replace 200 Hallway Roof
  - HS/MS/PAC replace Building Automation Controls
  - DIS Wireless Upgrades
  - DIS Access Control System Upgrade
  - DIS Survey Athletic Fields
- The batting cage mounts have been installed properly across the main campus with final loam and seed being installed in the spring.
- Repairs and code upgrades to the Athletic Filed Bleachers are being scheduled for the spring of 2022.
- Paving upgrades are being scheduled for the spring of 2022.
- The Sandown North Fire Panel has failed and is being replaced.
- The High School Fire Panel has failed and is being planned for replacement.
- A leak in the High School / PAC fire suppression line is being addressed in the Spring of 2022.
- Arsenic Filtration has been added to the High School
- Arsenic Filtration is being installed at Sandown North.
- The Room Divider at Sandown North is being Replaced.

Respectfully submitted by:  
Karl Ingoldsby, Director of Plant Operations

**Timberlane Regional School District**  
**2021-2022 Department Goals Presentation**

**Athletics – Angelo Fantasia**

Goal 1:

By June 30, 2022, the Timberlane Athletic Department will upgrade its Emergency Action Plan to ensure alignment with Senate Bill 148-FN. This Bill takes effect on September 1, 2022.

Goal 2:

The Timberlane Athletic Department will provide a minimum of three diverse student-leadership training opportunities for TRMS and TRHS Students throughout the school year, including a basic training session and a minimum of one advanced training session.

Goal 3:

By July 1st, 2022, the Timberlane Athletic Department, in conjunction with the Athletic Trainers from Exeter Hospital and Core Physicians, will create and implement a new injury tracking system to record and manage any student-athlete injuries.

- Assess the current injury tracking system
- Research “Best Practices” and resources from Exeter Hospital and Core Physicians
- Create seasonal injury data detailed by sport

**Music Department – Kurt Schweiss**

Goal 1:

During the 2021-2022 school year, The Timberlane Music Department will improve communications with all music community stakeholders by augmenting and enhancing our digital and social media footprint, as measured by the creation of a website and new social media accounts with at least one update every two weeks.

Goal 2:

During the 2021-2022 school year, the Timberlane Music Department will evaluate secondary music elective offerings to utilize more effectively shared staffing and resources between buildings, as measured by increased enrollment and student interactions for the 2022-2023 school year.

Goal 3:

During the 2021-2022 school year, the Timberlane Music Department will evaluate traditional performance offerings and determine the safest means to conduct student concerts, as measured by successfully completing the same or more student performances as were held prior to the 2019-2020 school year.

## **Performing Arts Center – Eric Constantineau**

### Goal 1:

Present and ongoing, the Performing Arts Center will be a hub of student-centered art through student art submissions from all schools ranging from first grade to the high school's AP Art classes. By next September we will also have installed display cases for three dimensional art and sculptures.

### Goal 2:

Present and ongoing, the Performing Arts Center will be presenting an ongoing series started this year called the Timberlane Alumni Performance series in which Timberlane Alumni who are working in the performing arts will come back to the PAC to present classes, workshops, and performances.

### Goal 3:

By September of next year, there will be established a student entertainment committee who will be given the responsibility of picking, booking, and running all aspects of bringing in a professional act in the performing arts for a show. Students involved will learn aspects of the performing arts that they have not formally been privy to.

## **Evening Division – Scott Strainge**

### Goal 1:

By August 2022, the Timberlane Regional School District Evening Division Program will develop a Dual Enrollment program, as measured by the addition of two college level offerings for students in the Evening Division program in the 2022/2023 school year.

### Goal 2:

By August of 2022, The Timberlane Regional School District Evening Division Program will expand offerings to support the completion of diploma requirements as measured by the addition of Art and World Languages courses.

### Goal 3:

By August of 2022, Timberlane Regional High School will complete the necessary steps to become a HiSET Testing Site for the state of New Hampshire, as measured by certification of the school as a testing site by ETS, the company that administers the HiSET Exam.



Performing Arts Center: Celebrating the Past—Imagining the Future  
Prepared by Eric Constantineau, Interim Performing Arts Center Coordinator

**Overture:** For the past 19 years the PAC has been a hub of activity in the performing arts offering a teaching and learning space for student musicians, actors, singers, and dancers. It has also been a place where students and community members can see and work with some of the most respected performers working in the industry today. The past 19 years have provided too many amazing workshops, concerts, plays, and opportunities for our students to list in this document, but as we near our 20<sup>th</sup> anniversary, it is no time to rest on our laurels; instead, it is our responsibility to look at the last 19 years as a structural foundation upon which we will create even more opportunities to enrich our students and our community. All of us working in the PAC are excited about what the future has in store for our building.

## **Act 1: Celebrating and reassessing the past**

### **Scene 1: A Space-lift**

**New look for the PAC:** The first thing that Mr. Schweiss and I did in July when our new positions officially began was to walk through the PAC and think about how the lobby space could be more interactive and inviting for our students, visiting performers, community members, and audiences attending shows. We have begun to transform the lobby into more of a community/shared space where people can meet, sit, collaborate, and gather. By adding more chairs and tables in the lobby we have begun to do just that.

**Student Artwork:** As part of the lobby transformation, the most exciting component is our addition of 9x12 art frames that will showcase student artwork across our district, from elementary school to high school. We have contacted all the district art teachers asking them to send us student artwork that we can showcase in our lobby.

As well as the frames, we have commissioned members of the high school Art Honor Society to paint nine 4x4 foot canvases that depict various aspects of, not only the performing arts, but also, the fine arts. On December 10<sup>th</sup> we unveiled the student work which we will be hanging in our lobby.

In the near future we will be installing glass display cases where we can showcase sculptural and other three dimensional works of art created by our students across the district.

**Outdoor green space:** In the future we are going to create a plan for the green space outside the front of the PAC to make that area an outdoor mirror of the lobby: a place to meet, collaborate, and relax. The area will have patio style tables and chairs which can also function as a café where snacks and drinks can be offered before shows and during intermissions. As we have begun to transform the lobby into an art space, we have the same goal for the green space with the idea of installing sculptures created by our students as well as commissioning local artists to create permanent sculptures that represent the performing arts.

**Scene 2: 20<sup>th</sup> Anniversary Celebration.** Next fall the PAC will be having its 20<sup>th</sup> anniversary. When we opened the PAC on November 30<sup>th</sup>, 2002, we had a gala event that celebrated our most important aspect of the PAC, our student performers. In honor of our upcoming 20<sup>th</sup> anniversary, we hope to bring back many of the educators who were working in the PAC 20 years ago as well as former student performers over the past 20 years to celebrate our past and future. The first notes played in the PAC were from Aaron Copland's *Fanfare for the Common Man* conducted by Anthony DiBartolomeo. We hope to hear those notes again as Mr. D conducts past and present musicians at our 20<sup>th</sup> anniversary celebration.

## **Act 2: The present and the near future**

**Scene 1: Timberlane Alumni Series.** While it is wonderful for our community and students to interact with and watch well-known performers working in show business, it is also equally important to have our students meet, work with, and watch the dozens of Timberlane alumni who have moved on to work in the performing arts. With this in mind we have created the Timberlane Alumni Series which will bring back to the PAC performers from all areas of the performing arts to offer classes, workshops, and performances.

Our first performer in the Alumni Series this fall was Skye Mattox, a Timberlane graduate from the class of 2009 who is currently working on Broadway and Hollywood as a dancer. Skye has recently been a cast member in Steven Spielberg's version of *West Side Story* which recently opened in theaters this December. Skye worked with student dancers during the day teaching them original choreography that they performed for the audience that evening. Skye also performed two dances and sat on stage talking about her career on Broadway and her experiences working with Spielberg on *West Side Story*.

Bringing back alumni to work with our students gives them the encouragement that they too may follow their dreams if those dreams reflect professional work in the performing arts.

**Scene 2: New Community Offerings.** While the past 20 years have offered amazing shows from The Count Basie Band to the Vienna Boys Choir, we are in the process of assessing the most successful shows offered in the past while also being cognizant of changing tastes and audience expectations. With that in mind we are looking into offering a more varied slate of performers in the future from country musician, to rock bands, to family friendly shows geared toward younger audience members.

**Scene 3: Student Involvement.** The first question we ask and the last question we ask about any new idea, initiative, or proposal is how much this will enhance learning and enrichment opportunities for our students. Along with offering performers and performances that will interest students in our district, we are looking toward offering more opportunities for our students to explore other aspects of the performing arts.

**Tech Certificate and Tech Classes:** While many of our students get involved in music, acting and dance with the hope of someday making a living in the performing arts, there are many students who have interest in the technical aspects of a theater from lighting, sound, recording, filming, set design and building, and costume creation. I am in the process of working with Anthony DiBartolomeo III, our tech director and Kelli Blood, artistic coordinator for the Timberlane Players on creating curriculum for a tech ed class and for a certificate program where students can learn about all the technical aspects of a theater. While learning about technical theater, students can also work on PAC shows, gaining important experience while also having the opportunity to earn money working for the PAC

**Student Entertainment Committee:** Empowering students to explore as many aspects as possible in the performing arts is the centerpiece of every endeavor in the future. Many colleges have Student Entertainment Committees that are in charge of booking shows and all areas of working with professional performers from reading contracts and riders, to loading in equipment, working the box office, and providing technical support for the performers. We want to give our students a college experience, so starting next year we will be creating a student entertainment committee that will be given a set sum of money to bring in a professional act and work with the PAC Coordinator on all the areas of booking and running a show. Students will learn yet another aspect of the performing arts and they will learn 21<sup>st</sup> century skills so needed to make it in the highly stressful and competitive world of the performing arts.

### **Act 3: Future dreams**

**Scene 1: Restructuring the inside of the PAC.** There are some space issues with the PAC that need to be addressed if we are going to help make our space more inviting and functional for our student and visiting performers. Currently we don't have a functioning set construction room or a dressing room. I have proposed a storage space to be situated outside of the PAC where we can

house set, costumes, and tech materials. While a storage unit may be unsightly, I will be working with Eric Schoenenberger on creating a plan to put a façade on the storage unit to make it more aesthetically appealing. This will afford Mr. Schoenenberger's wood tech classes the opportunity to work on a project that will give them chances to learn skills while working on a project that will take them out of the classroom. By having outdoor storage space for the PAC we can begin to restructure the Set Construction room into a true set construction room where students can learn set and costume building. Moving our costumes to the storage unit will give us a space between the Auditorium and Recital Hall where we can create dressing rooms, a green room, and a makeup station. Not having this space is one of the most glaring things that we cannot offer to incoming performers.

**Scene 2: Our own Globe Theatre.** Not only will the storage unit provide a space to keep many bulk items, it can also function as the back façade for an outdoor theater. The green space outside the back of the PAC between the modular units and the middle school is an ideal place to build an outdoor theater. I have researched several outdoor theaters in the area, and I have a plan of building a 20x40 foot deck that will function as a stage. Audience seating can be simply created, and the space would be able to hold several hundred people. Having an outdoor performance space will give the whole district yet another venue and the opportunity for the PAC to have several performances going on at the same time. This is crucial since the PAC quickly runs out of performance space each year and we have had to turn away potential performances and performers because there are more requests for the use of the PAC than available dates open.

The outdoor theater will also give us a long-held dream of mine to offer to area high schools the chance to work collaboratively on summer stock theatre, from musicals to an annual student Shakespeare festival.

#### **Act 4: Finale and bows**

It is exciting just to be typing this report as I relish the memories I have from the last 19 years working in the PAC and anticipate with joy the next 20 years as we build upon the solid foundation. While I know that every plan and dream is always a work in progress that involves compromise, revision, and collaboration, I know that with the support of the School Board and SAU administration we will be able to work together to offer to our students even more rewarding and enriching opportunities to learn, explore, and grow into better performers and citizens.

**TIMERLANE POLICY COMMITTEE  
RECOMMENDATIONS TO THE SCHOOL BOARD**

**[January 6, 2022]**

**FIRST READ**

	Policy	Changes/Recommendations
1	ADB Drug Free Workplace	PC recommends Adopting Language from NHSBA – First Read

**SECOND READ**

	Policy	Changes/Recommendations
1	BGC Policy Review and Evaluation	No changes from NHSBA – PC recommends <b>Reaffirming</b>
2	BGE Policy Dissemination	No changes from NHSBA – PC recommends <b>Reaffirming</b>
3	JFA Residency	PC recommends <b>adopting</b>

<b>Timberlane Regional School District</b>	<b>Policy Code: ADB</b>
<b>Adopted: _____</b>	<b>Page 1 of 3</b>

## **DRUG-FREE WORKPLACE & DRUG-FREE SCHOOLS**

### **A. Drug-Free Workplace**

1. All District workplaces are drug- and alcohol-free. All employees and contracted personnel are prohibited from:
  - a. Unlawfully manufacturing, dispensing, distributing, possessing, using, or being under the influence of any controlled substance or drug while on or in the workplace, including employees possessing a "medical marijuana" card.
  - b. Distributing, consuming, using, possessing, or being under the influence of alcohol while on or in the workplace.
2. For purposes of this policy, a "controlled substance or drug" means and includes any controlled substance or drug defined in the Controlled Substances Act, 21 U.S.C. § 812(c), or New Hampshire Controlled Drug Act RSA 318-B.
3. For purposes of this policy, "workplace" shall mean the site for the performance of work, and will include at a minimum any District building or grounds owned or operated by the District, any school-owned vehicle, and any other school-approved vehicle used to transport students to and from school or school activities. It shall also include off-school property during any school-sponsored or school-approved activity, event or function such as a field trip or athletic event where students are under the jurisdiction, care or control of the District.
4. As a condition of employment, each employee and all contracted personnel will:
  - a. Abide by the terms of this policy respecting a drug- and alcohol-free workplace, including any administrative rules, regulations or procedures implementing this policy; and
  - b. Notify his or her supervisor of his or her conviction under any criminal drug statute, for a violation occurring on District premises or while performing work for the District, no later than five (5) days after such conviction.
5. In order to make employees aware of dangers of drug and alcohol abuse, the District will endeavor to:

- a. Provide each employee with a copy of the District drug- and alcohol-free workplace policy;
- b. Post notice of the District drug- and alcohol-free workplace policy in a place where other information for employees is posted;
- c. Establish a drug-free awareness program to educate employees about the dangers of drug abuse and drug use in the work place, the specifics of this policy, including, the consequences for violating the policy, and any information about available drug and alcohol counseling, rehabilitation, reentry, or other employee-assistance programs.

**B. District Action Upon Violation of Policy**

An employee who violates this policy may be subject to disciplinary action; up to and including termination of employment. Alternatively, the Board may require an employee to successfully complete an appropriate drug- or alcohol-abuse, employee-assistance rehabilitation program.

The Board will take disciplinary action with respect to an employee convicted of a drug offense in the workplace, within thirty (30) days of receiving notice of a conviction. Should District employees or contracted personnel be engaged in the performance of work under a federal contract or grant, or under a state contract or grant, the Superintendent will notify the appropriate state or federal agency from which the District receives contract or grant moneys of an employee/contracted personnel's conviction, within ten (10) days after receiving notice of the conviction.

The processes for disciplinary action shall be those provided generally to other misconduct for the employee/contractor personnel as may be found in applicable collective bargaining agreements, individual contracts, School Board policies, contractor agreements, and or governing law. Disciplinary action should be applied consistently and fairly with respect to employees of the District and/or contractor personnel as the case may be.

**C. Drug-Free School Zone**

Pursuant to New Hampshire's "Drug-Free School Zone" law (RSA Chapter 193-B), it is unlawful for any person to manufacture, sell prescribe administer, dispense, or possess with intent to sell, dispense or compound any controlled drug or its analog, within a "drug-free school zone". The Superintendent is directed to assure that the District is and remains in compliance with the requirements of RSA 193-B, I, and N.H. Ed. Part 316 with respect to establishment, mapping and signage of the drug-free zone around each school of the District.

**D. Implementation and Review**

- a. The Superintendent is directed to promulgate administrative procedures and rules necessary and appropriate to implement the provisions of this policy.
- b. In order to maintain a drug-free workplace, the Superintendent will perform a biennial review of the implementation of this policy. The review shall be designed to (i)

determine and assure compliance with the notification requirements of section A.5.a, b and d; (ii) determine the effectiveness of programs established under paragraph A.5.c above; (iii) ensure that disciplinary sanctions are consistently and fairly enforced; and (iv) and identify any changes required, if any.

<p><b>Timberlane Regional School Board</b></p>	<p><b>Policy Code: BGC</b></p>
<p><b>Adopted: 03-03-83</b>  <b>Reaffirmed: 11-01-90</b>  <b>Revised: 11-19-09</b>  <b>Reaffirmed: 06-07-18</b></p>	<p><b>Page 1 of 1</b></p>

**POLICY REVIEW AND EVALUATION**

In an effort to keep its written policies up-to-date so that they may be used consistently as a basis for Board action and administrative decision, the Board will review its policies on a continuing basis.

The Board will evaluate how the policies have been executed by the school staff and weigh the results. It will rely on the school staff, students, and the community for providing evidence of the effect of the policies which it has adopted.

The Superintendent is given the continuing commission of calling to the Board's attention all policies that are out of date or appear to need revision for other reasons.

The Board directs the Superintendent to recall all policy and regulation manuals, on a five-year cycle or as needed, for purposes of administrative updating and Board review.

**BGC - POLICY REVIEW AND EVALUATION**

<b>Timberlane Regional School Board</b>	<b>Policy Code: BGE</b>
<b>Adopted: 03-03-83</b> <b>Reaffirmed: 11-01-90</b> <b>Revised: 12-03-98</b> <b>Revised: 11-19-09</b> <b>Revised: 02-18-21</b>	<b>Page 1 of 1</b>

**POLICY DISSEMINATION**

Related Policies: BFE, BGA, BGB, BGC, BGD, BGE, BGF

The policy manual is a public document. The Superintendent is directed to establish and maintain an orderly plan for preserving and making accessible the policies adopted by the Board and the administrative rules and regulations needed to put them into effect. Each policy shall contain the date adopted, and/or date revised by the Timberlane Regional School Board.

Accessibility is to extend at least to all employees of the school system, to members of the Board, and to persons in the community insofar as conveniently possible. Manuals will be available for inspection at the Superintendent's Office. They are also available on the District website at [www.timberlane.net](http://www.timberlane.net).

All policy manuals shall remain the property of the School Board and shall be considered as "on loan" to anyone, or any organization, in whose possession they might be at any time. They are subject to recall at any time deemed necessary by the administrative head of the School District.

The Superintendent is responsible for ensuring an annual update of all manuals.

*Legal References:*  
*RSA 91-A Minutes and Records Available for Public Inspection*

**BGE - POLICY DISSEMINATION**

<b>Timberlane Regional School Board</b>	<b>Policy Code: JFA</b>
<b>Adopted: 06-18-98</b> <b>Reaffirmed: 02-24-05</b>	<b>Page 1 of 1</b>

### **RESIDENCY**

Residency for the purpose of enrollment in a District school shall be defined by RSA 193:12 and by the Articles of Agreement of the Timberlane Regional School District.

**JFA - RESIDENCY**

Brian J. Boyle  
24 Winslow Drive  
Atkinson, NH 03811

January 6, 2022

School Board Chair  
Superintendent of Schools  
Timberlane Regional School District  
SAU 106  
36 Greenough Road  
Plaistow, NH 03865

Re: School Board resignation

Dear Timberlane Regional School District,

Due to personal reasons I am resigning from my position as a Timberlane school board member effective March 7, 2022. I will continue to serve in this capacity until March 7, 2022 to afford the residents of the Town of Atkinson to vote on my replacement for a one-year term.

Sincerely,



Brian J. Boyle

CC: Board of Selectmen  
Town of Atkinson