

TIMBERLANE REGIONAL SCHOOL BOARD

ATKINSON, DANVILLE, PLAISTOW, SANDOWN

THURSDAY, MAY 7, 2020

Regular Meeting – 7:00pm

Dr. Kimberly Farah, Chair
Kristin Savage, Vice Chair
Dr. Earl Metzler, II, Superintendent

Webinar Link

<http://www.timberlane.net/zoomtrsb>

Technology Assistance
603-382-6541 x 3955

[In accordance with Emergency Order #12 pursuant to Executive Order 2020-04, the School Board is authorized to meet electronically.] Log on Instructions: When logging on, members of the public will be prompted to provide their email address and name. (Note: the participation option has been disabled consistent with state provisions for board videoconferencing.)

****THE PUBLIC HEARING AND BUSINESS MEETING WILL BE HELD VIA TWO SEPARATE VIDEO CONFERENCES****
THE MEETING WILL BEGIN AT <http://www.timberlane.net/zoompublichearing> AND RELOCATE TO <http://www.timberlane.net/zoomtrsb> AFTER THE PUBLIC HEARING.

AGENDA

1. **7:00PM** Call to Order – Chair
2. Roll Call – Clerk
3. Pledge of Allegiance
4. **7:00PM** Public Hearing on Donation – Action (10 minutes)

Members of the public may view and participate in this hearing by logging onto: <http://www.timberlane.net/zoompublichearing> (for viewing) and phoning in to: 888-475-4499, ID# 920-2043-3789 (for public comment). The board will then recess to resume the rest of the meeting at <http://www.timberlane.net/zoomtrsb>.

5. **7:10PM** Approval of Minutes
6. Student Representative
7. Delegates and Individuals
8. Current Business
 - a. **7:20PM** Remote Instruction Update – INFORMATIONAL (45 minutes)
 - i. Special Education Compensatory Services
 - ii. Vendor Contracts
 - iii. Food Service Program
 - iv. Senior Activities/Graduation
 - b. **8:05PM** Facilities Update – INFORMATIONAL (20 minutes)
 - i. Capital Improvement Plan (CIP)
 - ii. Facilities Department Organizational Chart
 - c. **8:25PM** Financials Update – INFORMATIONAL (10 minutes)
 - d. **8:35PM** School Board Goals for 2020-21 – INFORMATIONAL (20 minutes)
9. **8:55PM** Administrator’s Report
10. **9:00PM** Personnel Report
11. **9:05PM** Committee Reports/Reports of the School Board
12. Correspondence Folder
13. Vendor and Payroll Registers
14. **9:10PM** Other Business
15. Nonpublic (if needed)
16. Future Dates

DATE	MEETING TYPE	LOCATION	TIME
May 21	Regular Board Meeting	SAU	7:00PM
June 4	Regular Board Meeting	SAU	7:00PM
June 18	Regular Board Meeting	SAU	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.

ADMINISTRATOR'S REPORT

Administrator's Report for May 7, 2020 School Board Meeting

1-3. OPEN MEETING – The meeting will open at <http://www.timberlane.net/zoompublichearing> and switch over to the regular board site after the public hearing.

4. PUBLIC HEARING ON DONATION – ACTION

The board to hold a public hearing to accept a donation in the amount of \$7,769.20 for the Major Jeremy M. Graczyk, USMC, Memorial Scholarship Fund. The scholarship is to be awarded to the TRHS valedictorian regardless of that individual's choice of school, field of study, or other financial aid. Public comment will be allowed by way of teleconference call. Once the public hearing is closed, the board will re-log onto the regular school board video conference site: <http://www.timberlane.net/zoomtrsb>.

5. APPROVAL OF MINUTES (One set – April 23rd – Sealed nonpublic sets will be reviewed once the board reconvenes in person.)

6-7. STUDENT REP AND DELEGATES AND INDIVIDUALS

8. CURRENT BUSINESS

a. Remote Instruction Updates – INFORMATIONAL

Updates to be provided with regard to special education services (compensatory services as it relates to the budget), Vendor Contracts (update on any cost savings with vendors who have provided reduced services during the remote learning period), food service program (update on a summer program and waivers), senior activities (update on senior activities and possible graduation options).

b. Facilities Update – INFORMATIONAL

Mr. Boyle to present an update on reconvening the CIP committee; Gary Paradis to present the facilities department organizational chart – a superintendent goal.

c. Financials Update – INFORMATIONAL

Mr. Dowd to present an update on the 2019-20 budget.

d. School Board Goals for 2020-21 – INFORMATIONAL

Continued discussion on developing school board goals for the 2020-21 school year.

8. ADMINISTRATOR'S REPORT

a. Update on District Activities

9. PERSONNEL REPORT

10. COMMITTEE REPORTS/REPORTS OF THE SCHOOL BOARD – Committee Chairs to update board on current initiatives. Board committee meetings are on hold for the time being due to challenges associated with videoconferencing and the open meeting law.

11. CORRESPONDENCE – All correspondence now forwarded to board members as it comes in.

12. VENDOR AND PAYROLL REGISTERS – please be sure to review and sign electronically vendor and payroll registers.

13. OTHER BUSINESS – Board members to provide agenda items for future meeting consideration.

14. NONPUBLIC SESSION – If needed and if electronic platform has been secured.

15. FUTURE DATES – As indicated.

UPCOMING REGULAR MEETING AGENDAS

*This information is provided for informational purposes only. Agenda items are subject to change.
The official agenda will be available one week prior to its scheduled meeting.*

May 21, 2020	
Projected Year End Financials	
Summer Projects	
Review of School Board Goals for 2019-20	
Remote Instruction Update	
AP Physics Book Approval	<i>Policy IJJ: The Board shall officially adopt textbooks and textbook programs for use in the district schools upon recommendation of the Superintendent.</i>

June 4, 2020	
Remote Instruction Update	
Data Governance Plan	Annual review by 1st meeting in June
Tuition Rates for 2020-21	
Policy JIA	
YMCA Before/Aftercare Program at TLC	
Cleaning/Sanitizing of Buildings	<i>Prior to re-opening of schools</i>
Summer Hours	

June 18, 2020	
Suspension Authorization	
Federal Funding Authorization	
Staffing Needs Projection (Policy IIB)	<i>By second meeting in June.</i>
Athletic Trainer Contract	<i>(earlier if available)</i>
Summer Hiring Process	

Presentation Schedule			
Item	Detail	Timeline/By	Done
Strategic Plan Update	Biannual report (Sep/Mar) – TBD	00/00/0000	
School Calendar Workshop	Member request – TBD	00/00/0000	
Treasurer's Report	Quarterly (Aug/Nov/Feb/May)	8/22/2019	√
NHSBA Resolutions	September of each year	9/5/2019	√
Budget /Default Budget	First Draft	10/3/2019	√
Enrollment/NESDEC	After October 1 enrollment numbers determined	10/3/2019	√
Budget Committee	Meet with committee – SB Goal	10/3/2019	
Develop 5-Year Facilities Plan	SB Goal by October 15	10/17/2019	
Create proposal for Solar Panels	SB Goal by October 15	10/17/2019	
School Action Plans	September of each year – Elementary	10/17/2019	√
Videographer Training Update	SB Goal	11/7/2019	√
Program of Studies	First Read	11/21/2019	√
Treasurer's Report	Quarterly (Aug/Nov/Feb/May)	11/21/2019	√
Potable Water for Plaistow	Backburner item – TBD – 12/5/2019	12/05/2019	√
School Action Plans	October of each year – Secondary	12/5/2019	√
Program of Studies	Second Read	12/5/2019	√
Facilities Department Org Chart	Review of department structure	12/5/2019	
Advanced Placement Stats	Review of enrollment – SB Goal	12/5/2019	√
Assessment Reports	Assessments scores – SB Goal (2/20/20)	12/5/2019	√
STEAM Resources Outline	Utilization update – SB Goal (2/20/20)	12/5/2019	√
Current Budget Evaluation	To fill gaps/concerns re: academic goals – SB Goal	12/5/2019	
Union Updates	Invites to present – SB Goal (after March vote)	12/19/2019	
No Bully Update	To monitor program – SB Goal	12/19/2019	√
Financial Reporting Schedule	Incorporate into school board schedule – SB Goal	1/2/2020	√
Ratify TSSU and TAU #633 CBAs	Finalize CBAs for warrant (by 2 nd Tuesday in January)	1/2/2020	√
Finalize Warrant /Recommendations	For Deliberative Session (by last Tuesday in January)	1/16/2020	√
Treasurer's Report	Quarterly (Aug/Nov/Feb/May)	2/20/2020	
Projected unencumbered funds	To inform on end of year funds to address needs	2/20/2020	√
Food Service Annual Review	Renewal Year 3 of 4	03/5/2020	√
Auditors Report	Without findings – SB Goal	3/19/2020	
Professional Staff Renominations	Notification of nonrenewal required by April 15 th	3/19/2020	√
School Meal Costs Increase 2020-21	Consideration to increase based on DOE recommendations	4/4/2020	√
Athletic Trainer Contract Annual Review	Annual review and consideration of renewal for 2020-21 school year	4/16/2020	
Compass Program Update	Update on the new program	5/21/2020	
Treasurer's Report	Quarterly (Aug/Nov/Feb/May)	5/21/2020	
Data Governance Plan	Annual review by 1 st meeting in June	6/4/2020	
Credit Card/Electronic Check Update	Update on Superintendent's goal to accept electronic payments at the PAC by June 30 th .	6/18/2020	
No Bully Update	To monitor program – SB Goal	6/18/20	
Assessment Report – Part II	Field questions on 2/20 presentation	TBD	
MOUs/LOUs Authorization	Authorize Personnel Committee to approve MOUs	Re-Org Mtg	√

May 7, 2020

Executive Summary

Remote Instruction Update

As we enter the final month of the school year, the Timberlane Regional School District continues to seek ways to improve on our practices connected to remote learning. We also remain in close communication with the Department of Education (DOE) to keep abreast of important updates and changes that may impact our district. This executive summary includes information relative to recent updates from the DOE regarding the administration of the SAT School Day. Additionally, in keeping with past executive summaries on remote learning, we have provided updates on technology access, feedback from staff connected to video conferencing and other remote learning platforms, participation/attendance, as well as feedback to students during remote learning.

SAT School Day Update

The Department of Education recently announced plans to reschedule the 2020 administration of the SAT School Day during the fall of 2020. This newly announced plan will provide Timberlane students in the class of 2021 with an opportunity to take this assessment without cost. The NHDOE will provide schools with two date choices for the fall SAT: September 23 or October 14, 2020. Depending on the date of the administration, scores will be available in mid-October or early November. Students will take a paper/pencil version of the assessment, as the digital version of the SAT School Day will not be available for schools to use in the fall. District and high school administrators will attend a remote meeting regarding this new plan in the coming weeks. We will provide updates connected to the fall administration of the SAT School Day to the TRSD School Board, as well as our current juniors and their families, as additional information is made available.

Other SAT Administrations

The College Board has announced that it will tentatively offer several Saturday sessions this summer for the SAT, however they have not yet released any specific dates. As of now, the first Saturday offering is scheduled for August 24, 2020. Information regarding SAT testing dates may be accessed on the page of the College Board's website that is devoted to PSAT and SAT Coronavirus updates: <https://pages.collegeboard.org/sat-covid-19-updates?bannerId=reg-dropout-covid>.

TRHS SAT Preparation During Remote Learning

In preparation for the fall administration of the SAT School Day, Timberlane Regional High School administrators and teachers have been working on opportunities for members of the class of 2021 (rising 12th graders in the 2020-2021 year) to engage in SAT Preparation during our period of remote learning and during the summer months. Traditionally, SAT scores are one component of a college applicant's resume and application. The English portion of the test measures a student's ability to comprehend readings, understand and apply rules of grammar and usage, analyze texts, and think critically. The math portion of the test assesses a student's procedural skill and fluency in math and

his/her ability to understand and apply mathematical concepts to real-world problems. All of these are important academic skills that are aligned to core competencies across the TRHS curricula.

On **Tuesday, May 19th at 3:00**, a member of the TRHS English Department will hold an English SAT preparatory ZOOM meeting for any interested 11th grade students looking for strategies on the reading and writing/language portion of the exam. Two days later, on **Thursday, May 21st at 3:00**, a member of the TRHS Math Department will hold a Math SAT preparatory ZOOM meeting for any interested 11th grade students looking for strategies on the math portion of the exam. These ZOOM meetings will be about 45 minutes long and will be filled with test taking strategies, the modeling of how to strategically approach test questions, test prep materials, and information for the SAT prep summer sessions.

This summer (**June 1st –August 10th**), these same two teachers will hold SAT preparatory ZOOM meetings for 1 hour each week. These 10 sessions will continue to offer test taking strategies, think aloud modeling, materials, and more. English sessions will take place on Mondays at 10am and Math sessions will take place on Wednesdays at 10am.

Letters detailing these optional SAT Prep sessions will be sent to all current 11th grade students and parents on Friday, May 8. This information will also be posted in English and Math Google Classrooms.

End-of-Year Events

Our building-level administrative teams have been planning extensively for the scheduling of traditional end-of-year events such as grade 5 year-end celebrations, middle school transition activities, the grade 8 promotion ceremony, high school awards ceremonies, prom, and graduation. Details for plans at each school have been included in this week's school board packet.

Technology Access Update

The eight district families that we know of without Internet access have all been contacted again and only one does not have access at this time. It was communicated that this family (elementary level) chooses to not have Internet access. Paper and other accommodations have been made for this family.

We contacted three distributors we have used in the past to get an idea on Chromebook lead times this summer. All three acknowledged potential supply issues industry wide and that it would be optional to get orders in as soon as possible to secure inventories. We are posting the RFP bids for these this week. Part of the bid requirements will be that the distributor needs to secure our inventories for shipping to us the first week of July when the new fiscal year opens.

Video Conferencing

A confidential Survey Monkey was sent out to professional staff and the results are in the board packet this week. We received much greater participation in this survey than the first one, 157 responses versus less than 60 before. While this is still certainly anecdotal evidence only, it does show that the majority of those who responded have engaged in video conferencing with students. The results also

show that the majority of those who had not yet used this optional tool at the time of the survey, are either planning on doing so in the future, or have not yet made a decision at this time. The survey also shows the wide variety of applications and tools that are being utilized for the delivery of new material to students district-wide.

Attendance/Participation

Elementary

Attendance is counted based on participation in any of the following: completion of assignments, engagement in live video conferencing (should the teacher host an optional conference), or communication with the teacher through Google classroom or email. Attendance, based on participation rates, remains high. This is due to teachers communicating with and supporting families. Each week administrators are reaching out to individual students' families to provide support and create plans for engaging any students not participating in the prior week. We have decreased the number of students not participating at the Elementary level to 12 districtwide.

Week 6 data was collected Wednesday 5/6 to reflect participation in week 6 (4/20-4/27 or 5/4):

- Pollard School had 5 students not participate in week 6. These are the same 5 students not participating in previous weeks, even with administration reaching out.
- Danville School had 2 students not participate in week 6. Both of these students continue to be inconsistent week to week on participation. Administration is in regular contact and providing any support the families need.
- Sandown North had 100% participation in week 6 but a number of plans are in place, and being supported, to obtain work completion.
- The Learning Center at Sandown Central had 4 students not participate in week 6. One student is in Kindergarten, while the other three are in Pre-K. The kindergarten student is not participating at this time because parents are overwhelmed with managing the work of their older students.
- Atkinson Academy has 2 students not participating in week 6. Administration is working with both families, but they remain the same as previous weeks.

Secondary

TRMS and TRHS showed similar participation rates in week 6 to previous weeks. At the middle school, 3.1% of students (25 in total) were absent/non-participating in all of their classes. This means that 96.9% of all TRMS students participated in most of their classes.

At the high school, 3.1% (34 total students) did not participate in any of their classes. 96.9% of all students participated in one or more of their classes. 5.6% (61 total kids) were absent in 4 or more of their classes in week 6. This means that 94.4% of all of our students participated in the majority of their classes. These high participation / attendance rates are similar to our normal attendance rates and are a testament to the proactive and tireless work of our teachers, counselors, and administrators, to engage students and support the various needs of students and families.

Student Feedback

This week, our elementary, middle, and high school teachers are preparing progress reports. These reports will provide general feedback to students and families regarding student engagement in remote learning. Progress reports will be emailed to families at the elementary level and posted in Powerschool, per normal procedures, for our middle and high school students and their families.

Respectfully Submitted By:

Sandra Allaire, Director of Curriculum and Professional Learning

Kenneth Henderson, Director of Technology

Lucy Canotas, Director of Elementary Curriculum

Mark Pedersen, Director of Secondary Curriculum

Executive Summary

Pupil Personnel Services and Special Education

This update provides information regarding anticipated services owed to students because of the Remote Learning status of the Timberlane Regional School District. Several resources were used to provide the board with the reasonable financial impact of the services, which would require make-up in order for students to have access to their academics. These resources include the guidance provided by the New Hampshire Department of Education, New Hampshire Special Education office, the Office of Special Education Program, OSEP, and the best practices aligned by the Council for Exceptional Children, a professional organization that supports the special education field across the nation and beyond. A review of student educational plan information has also been completed to provide this summary of financial impact to the Timberlane Regional School district.

The New Hampshire Special Education Leadership has provided consistent advice regarding the services provided to students during Remote Learning status. Students are to receive services with every reasonable effort made to provide individual services. The same leadership has also requested that there be documentation of all services provided. In the event that a family has refused services, the guidance recommendation is to document the refusal. The refusal documentation does not stop the ongoing efforts to support the students' services. Special education service providers have been asked to continue to do outreach and make necessary adjustments when possible as families become acclimated to this new way of educating students. Special Education teams have also been advised to reconvene the team when questions arise as to the way that remote learning will be reflected in the educational plan. The New Hampshire Department of Special Education has been extremely clear that make up services will not be a one-to-one match from the beginning of Remote Learning to the end of this Remote Learning. The final guidance provided is to look at the services that have been provided as well as look at the progress reports and important baseline data that has been collected prior to Remote Learning status when looking to determine make-up services.

The New Hampshire Department of Education has provided updates regarding two grants that are available to the Timberlane Regional School District. The first grant is the Remote Learning grant. The update from the Department of Education is in your board packet. The district currently has the deposit of \$15, 000.00 in our Grants Management System. This grant has come with specific guidance as to the activities that the money can be used for during Remote Learning Status. Listed below is the specific guidance:

- The purchase of technology for the support of remote learning for special education purposes
- The payment for services provided to students while remote learning
- Fees for software or programming related to providing special education or supporting the process of special education

The second grant that the Timberlane Regional School district is in line to receive is the ESSR grant, Elementary and Secondary School Relief Fund. The state of New Hampshire has until July 1, 2020 to file the Certification of Agreement. Once the Federal government accepts New Hampshire's agreement, the school districts will receive the guidance regarding appropriate activities.

In order to calculate a reasonable estimate of funding required to meet the needs of students under the Remote Learning standard, district obligations were reviewed. Most students transitioned into Remote Learning status with a completion of 24/32 sessions of services written being completed for the current school year. During the special education, process teams are required to review a student's progress and determine if Extended School Year Services are necessary. Teams are encouraged to provide services, which would prevent regression. At this writing, most of the teams' decisions are being made during the months of May and June. At this time, using last year's Extended School Year enrollments the Remote Learning Grant and the Extended School Year budget should cover the current learning needs of students at this time. A better estimate would come at the end of June when most educational plans are created to reflect Extended School Year services.

In closing, the anticipated cost of Remote Learning tends to be in the area of related services as our students with special education plans have participated to the full extent possible in academics. At this time, Extended School Year services are scheduled to run from July 6, 2020 through August 7, 2020 for four hours a day. Extended School Year will once again take place Monday through Thursday. It is simply too soon, to discuss the plans for this ESSR grant until the state provides the guidance for appropriate activities.

Respectfully submitted by,

Susan E. Rasicot

Director of Pupil Personnel Services and Special Education



Frank Edelblut
Commissioner

Christine M. Brennan
Deputy Commissioner

STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION
101 Pleasant Street
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Bureau of Student Support FY'20 Memo #30

Date: April 22, 2020
To: Superintendents of Schools
Administrators of Special Education
From: Bureau of Student Support
Division of Learner Support
RE: Special Education Remote Learning Support Funds

The Bureau of Student Support is putting out onetime Remote Learning Grant money to all school districts within the state to support remote learning and other related expenses.

Districts can use these funds to support special education services provided to students during remote learning, technology needed for remote learning, electronic signature fees incurred due to the pandemic and other related expenses as approved by the Bureau.

Currently these funds are slated to expire on September 30, 2020, however if the FY18-19 grant is extended these funds would also be extended.

Grants are awarded based on the student population from FY19. Each school will receive a minimum of \$3,000. This amount increases based on the population in the district with a maximum grant award of \$25,000. Enrollment includes students attending private schools, public academies and charter schools.

The following chart is used:

Students	Grant Award
1-199	\$3,000
200-499	\$4,000
500-799	\$5,000
800-1,099	\$6,000

1,100-1,399	\$7,000
1,400-1,699	\$8,000
1,700-1,999	\$9,000
2,000-2,999	\$10,000
3,000-4,999	\$15,000
5,000-10,000	\$20,000
10,000+	\$25,000

Activities that will be considered substantially approvable would include:

- The purchase of technology for the support of remote learning for special education purposes
- The payment for services provided to students while remote learning
- Fees for software or programming related to providing special education or supporting the process of special education

Other activities will be considered on a case by case basis.

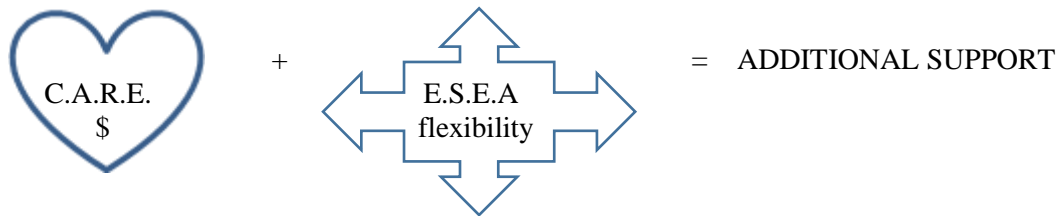
Please have your I4See coordinator give you access in the grant management system to the Remote Learning Grant.

If you do not plan on using this money or have any questions please contact Lisa.moody@doe.nh.gov.

Dear Grant Contacts and District Leaders:

The New Hampshire Department of Education (NH DOE), upon receipt of regulatory and guidance documents from the US Education Department, anticipates awarding C.A.R.E. funds to all local education agencies (LEAs) according to a formula based on population and poverty rate (formula for Title I,A funds). The NH DOE will prepare allocations and deliver funds via the online grants management system (OGMS). LEAs will submit application documents, including program assurances and allowable grant activities, enabling two-way communication and reimbursement of expenses. C.A.R.E. funds will be a *new* grant type within the OGMS. At the district level, your i4see coordinator will need to give you access to the C.A.R.E. funds before it will show up in your list of programs.

Please note: these new and additional C.A.R.E. funds are not yet available, but we wanted to give you as much time to plan and strategize as possible until we know more. We are working hard to get and communicate information as it arrives.



STEPS:

1. The NHDOE will communicate to districts allocations, a grant award notification letter, guidance and regulations on allowable activities, and expenditures.
2. LEAs will submit program assurances and activities.
3. NHDOE will review, suggest edits (if necessary) and approve activities.
4. LEAs are then able to obligate available funds for reimbursement through the reporting feature

C.A.R.E. legislation will provide funding, but it will also expand, through a waiver process (to be determined), the flexibility of existing grant programs. The table below provides a very brief description of the purpose and allowable activities for current LEA grants.

Program	General	Activities
Title I, Part A	Helping Disadvantaged Students	Laptops, software, hotspots, supplies for Title I students, salaries for Title I teachers and paraprofessionals
McKinney-Vento	Protections for Homeless Children	Planning for and coordinating delivery of food, services, technology and materials, mental health services to homeless students
Title II, Part A	Professional Learning	Teacher laptops, online supports and training, software

Title IV, Part A	Student Support and Enrichment	Student laptops, software, hotspots, musical instruments and software, art supplies, STEAM supplies, wellness programming, physical activity equipment and software
Title IV, Part B	After-school programs	Salaries for supplemental (“after-school”) teachers who are providing services, programming

The C.A.R.E. funding for school supports any activities authorized under ESSA, IDEA, Perkins, Subtitle B of McKinney-Vento Homeless Assistance Act, Adult Education and Family Literacy Act and allows LEAs flexibility to:

- Coordinate emergency response
 - Support school leaders
- Ensure preparedness and coordination
 - Purchase cleaning supplies
 - Purchase education technology
 - Mental health supports
 - Summer learning
 - Etc.

Please find our website with descriptions of the basic purposes of each grant funding stream—programs highlighted in the table above are not housed in our office.

<https://www.education.nh.gov/who-we-are/division-of-learner-support/bureau-of-instructional-support/integrated-programs>

We are here to support you in this challenging time. Here is contact information for you. Feel free to call and email, and we will do our best to support you:

Ashley Frame, Ashley.frame@doe.nh.gov Administrator ESEA programs
 Kristine Braman, Kristine.braman@doe.nh.gov Support for all programs
 Christina Dotson, Christina.dotson@doe.nh.gov, Title IA
 Katherine Adams, katherine.adams@doe.nh.gov, Title IA McKinney-Vento
 Ashlee Fye, Ashlee.fye@doe.nh.gov, Title IA, Foster Care Point of Contact
 Elizabeth Clarke, Elizabeth.clarke@doe.nh.gov, Accountant, Grants Management
 Stan Freeda, Stanley.freeda@doe.nh.gov, Title IVA, Digital Learning
 Joey Nichol, Kathryn.nichol@doe.nh.gov, Title IIA
 Kathy Vestal, Kathleen.vestal@doe.nh.gov, 21st Century Grants (Title IVB)
 Marcia McCaffrey, marcia.mccaffrey@doe.nh.gov, Title V (RLIS and SRSA)

Extended School Year Proposal Draft

Remote Learning

May 6, 2020

Grade	Reading	Writing/Spelling	Math	Related Services/Resources
Pre-K through grade 1	Two professionals 1 student 15 minute session	Two professionals 1 student 15 minute session	Two professionals 1 student 15 minute session	Reading Logs Packets to review Activities to complete Technology programs Calls to families Remote Instruction Timberlane District Medically necessary services at vendor locations
Grade 2	Two professionals 1 student 15 minute session	Two professionals 1 student 15 minute session	Two professionals 1 student 15 minute session	Reading logs Packets to review Technology programs Calls to families Remote Instruction Timberlane District Medically necessary services at vendor locations
Grade 3	Two professionals 1 student 15 minute session	Two professionals 1 student 15 minute session	Two professionals 1 student 15 minute session	Reading logs Packets to review Technology programs Calls to families Remote Instruction Timberlane District

				Medically necessary services at vendor locations
Grade 4	Two professionals 1 student 15 minute session	Two professionals 1 student 15 minute session	Two professionals 1 student 15 minute session	Reading logs Packets to review Technology programs Calls to families Remote Instruction Timberlane District Medically necessary services at vendor locations
Grade 5	Two professionals 1 student 15 minute session	Two professionals 1 student 15 minute session	Two professionals 1 student 15 minute session	Reading logs Packets to review Technology programs Calls to families Remote Instruction Timberlane District Medically necessary services at vendor locations
Grade 6	Two professionals 1 student 30 minute session	Two professionals 1 student 30 minute session	Two professionals 1 student 30 minute session	Reading logs Packets to review Technology programs Calls to families Remote Instruction Timberlane District Medically necessary services at vendor locations
Grade 7	Two professionals 1 student 30 minute session	Two professionals 1 student 30 minute session	Two professionals 1 student 30 minute session	Reading logs Packets to review Technology programs Calls to families

				Remote Instruction Timberlane District Medically necessary services at vendor locations
Grade 8	Two professionals 1 student 30 minute session	Two professionals 1 student 30 minute session	Two professionals 1 student 30 minute session	Reading logs Packets to review Technology programs Calls to families Remote Instruction Timberlane District Medically necessary services at vendor locations
Grade 9	Two professionals 1 student 30 minute session	Two professionals 1 student 30 minute session	Two professionals 1 student 30 minute session	Reading logs Packets to review Technology programs Calls to families Remote Instruction Timberlane District Medically necessary services at vendor locations
Grade10	Two professionals 1 student 30 minute session	Two professionals 1 student 30 minute session	Two professionals 1 student 30 minute session	Reading logs Packets to review Technology programs Calls to families Remote Instruction Timberlane District Medically necessary services at vendor locations
Grade 11	Two professionals	Two professionals	Two professionals	Reading logs Packets to review

	1 student 30 minute session	1 student 30 minute session	1 student 30 minute session	Technology programs Calls to families Remote Instruction Timberlane District Medically necessary services at vendor locations
Grade 12	Two professionals 1 student 30 minute session	Two professionals 1 student 30 minute session	Two professionals 1 student 30 minute session	Reading logs Packets to review Technology programs Calls to families Remote Instruction Timberlane District Medically necessary services at vendor locations
Out of District Support	Continue Remote Learning Model	Continue Remote Learning Model	Continue Remote Learning Model	Out of District services at the placement Timberlane Vendor List

May 7, 2020

Executive Summary

Remote Learning Contract Update

During the period of Remote Learning, the Business Office has been working with vendors in transportation and food service to reduce contract costs in scenarios where the vendors are not able to deliver services. The status of those contracts is as follow:

Regular Education Transportation: The District is contracted for daily buses for home/school transportation, CTE transportation, late bus, etc. We also use buses from this vendor for field trips and sporting events which we do not pay for if we don't use.

The vendor has offered a discount on April, May, and June which would be north of \$225,000 from our normal contract amount. The terms of this discount are contingent upon the vendor continuing to pay District drivers. Terms are being worked out with the vendor to memorialize this agreement.

Special Education Transportation: The District's Special Education transportation vendor is providing a discount of 8% on the current contract, and are providing the buses we use for Remote Learning Food Assistance for the District included in that cost. I will be engaging this vendor to work out more favorable terms of the District, while continuing to keep our drivers employed.

Food Service: Our vendor, Whitsons, has few fixed costs in the contract, which are their administrative and management fees. These costs do not change based on their volume. Our food costs are pay-as-you go for food and paper inventory, so there have been tremendous cost savings there. Whitsons is preparing our Remote Learning Food Assistance program, which is providing some revenue to the District. However, since all employees continue to be paid, the District is losing in excess of \$50,000 per month.

Respectfully Submitted,

Geoff Dowd, CFO / BAfa

Executive Summary

Food Service – Update

The following is an update on our Remote Learning Food Service program. I have included some information which you received at the last meeting to show trending.

Number of Students Indicating Interest

As of 4/09/2020: 260

As of 4/15/2020: 358

As of 4/22/2020: 455

As of 5/06/2020: 511

Program Participation

<u>Day/Date</u>	<u>Meals Served</u>	<u>Students Served</u>
Thursday, 4/09/2020	160 Breakfasts & 160 Lunches	80
Monday, 4/13/2020	387 Breakfasts & 387 Lunches	129
Thursday, 4/16/2020	326 Breakfasts & 326 Lunches	163
Monday, 4/20/2020	705 Breakfasts & 705 Lunches	235
Thursday, 4/23/2020	526 Breakfasts & 526 Lunches	263
Monday, 4/27/2020	840 Breakfasts & 840 Lunches	280
Thursday, 4/30/2020	552 Breakfasts & 552 Lunches	276
Monday, 5/04/2020	927 Breakfasts & 927 Lunches	309

Note: Monday service includes three (3) bags, Thursday service includes two (2) bags.

Summer Food Service Programming: The District is currently serving students through a ‘Summer Serving Option’ which we are able to do through temporary waivers until June 30, 2020. NH D.O.E. has requested waivers into the summer. The current environment is rapidly changing, and my office continues to monitor developments.

Memorial Day Update: The Monday, May 25th Food Service offering will be moved to Tuesday, May 26th. Three breakfasts & lunches will be included on Thursday, May 21st, and two breakfasts & lunches will be included on Tuesday, May 26th. As we approach that date, we will be notifying program participants.

As a reminder, the program serves between 11:15 and Noon, every Monday and Thursday at the following designated locations:

- Atkinson Academy, 17 Academy Avenue, Atkinson, NH 03811
- Danville Elementary*, 23 School Street, Danville, NH 03819
- TLC at Sandown Central, 295 Main Street, Sandown, NH 03873
- Pollard Elementary, 120 Main Street, Plaistow, NH 03865

** Effective Monday, April 20, 2020, new Danville designated location is Danville Elementary*

Respectfully Submitted By:

Geoffrey Dowd, CFO/Business Administrator

2020 End of Year Events Proposal

Event/Lead Person	Date/Location	Plan
End of Year Pick up/Drop Off Materials Admin Team	Freshmen (All) Sophomores A-L: May 12th, 13th, 14th Juniors (All) Sophomores M-Z: May 19th, 20th, 21st Seniors: May 26th, 27th, 28th ***NOTE: Additional dates in June TBD for textbook drop off, uniform drop off, music instruments etc., and other miscellaneous items	All days 3PM-5PM Sign Up Genius to sent to students for sign up for a time slot The administration will monitor with the help of officer Pat Schiavone. Students will wear face masks and we will have gloves available; social distancing rules will apply. Seniors will pick up Caps and Gowns, cords and yearbooks on the days they come to clean out lockers
Senior Music Awards Night Tony DiBartolomeo	Friday, May 29th, 7:00 PM - Vimeo/Media Outlets	Tony DiBartolomeo is still working through the details but this ceremony will be similar in nature to the other award ceremonies in that there will be a pre-recorded presentation. The presentation will include a message and PowerPoint with student names etc.
Excellence in Academics Celebration Tim Brown	Sunday, May 31st, 7:00 PM - Vimeo/Media Outlets	Tim Brown has sent emails to parents/guardians and students that they have been selected as participants in the celebration. Students have selected teacher representatives to record a speech on their behalf. Video details are being worked out with Dean Zanello and he will make a VIMEO to be posted on the school's website/twitter/media outlets.
Honor Society Applications and Induction Ceremonies Heather Cronan	May and Fall, Remote and TRHS (upon return to the school)	Students will be able to apply for honor societies at the end of May - remotely. Due September 10. Acceptance and Inductions will take place in the Fall at TRHS. Individual Honor Society Induction Dates TBD.
Senior Athletic Awards Night Angelo Fantasia	Sunday, June 7th, Vimeo/Media Outlets	Powerpoint format with pre-recorded messages from AD, Principal and some coaches. These messages will be embedded in the presentation and precede the slide of the award recipient. The student-athletes will receive their awards at a later date.
Junior/Senior Awards Night Don Woodworth//Scott Strange	Sunday, June 14th, 7:00 PM - Vimeo/Media Outlets	Don Woodworth and Scott Strange will pre-record the ceremony. The PowerPoint will be included in the pre-recording with student names who have won the awards.

Scholarship Night Don Woodworth/Heather Cronan	Sunday, June 21st, 7Vimeo/Media Outlets	Don Woodworth and Heather Cronan will pre-record the opening message and some of the readings (the memorial scholarships). The PowerPoint will be included in the pre-recording with student names who have received scholarships.
Graduation Don Woodworth	The weekend of July 18th , and rain date July 19th, TRHS ALTERNATE RAIN DATES: Weekend of July 25th, 26th	Hold as “traditional” a graduation ceremony as allowable at TRHS depending on state and district social distancing orders. Options: <ol style="list-style-type: none"> 1. Graduation as normal and Livestream the event. 2. Graduation with Social Distancing - both parents/guardians ONLY and Livestream the event. 3. Graduation with Social Distancing - one parent/guardian attending the event and Livestream the event. 4. Graduation with Social Distancing - students only and Livestream the event.
	Graduation Related Events	Plan
	Yearbooks, Cap and Gown, and Cord Pick Up and Locker Cleanout	May 26th, 27th, 28th 3PM-5PM Students will choose a time in <i>Sign Up Genius</i> ..
Prom Heather Cronan	Tuesday, July 14th, Atkinson Country Club	Hold senior prom as planned ahead of proposed graduation - depending on state social distancing orders. If social distancing orders are still in effect we will consider Alternatives; such as a formal “1st-year reunion” gathering, fashioned after a prom.

2020 End of Year Events - MS and Elementary

All dates are TENTATIVE

Event/Lead Person	Date/Location	Plan
SNE Gr. 5 Slide show	5/29 Zoom presentation or prerecorded	Each year on the last day, 5th grade views a “through the years” slide show. It is a compilation of photos of them since kindergarten.
SNE gr. 5 citizen of year award	5/29 Zoom presentation or prerecorded	Last day of school, Linda Meehan from Playmates Learning Center presents this award to a student from each 5th grade class. This would be part of the same presentation as above.
SNE Last Day of School Parade	5/29 Staff will line up cars around building.	Families will be invited to drive through to wave goodbye. Traditionally, grade 5 students exit school last. We will have 5th grade cars drive through last. Signs for 5th graders will be placed in front of the school.
SNE med pick up	TBD	School nurse will coordinate a date and time for parents to drive up to pick up meds. Nurse and Principal will return medications at the drop off/pick up door.
SNE End-of-Year Pick Up / Drop Off	5/12, 5/13, 5/15	Families will sign up for 15 min. time slots via Sign Up Genius. There will be 2 families allowed in each wing at a time, escorted by a staff member. Masks are required. They will be checked in and checked out at each wing door, A wing and C wing, depending on grade level. They will be allowed in the classroom only, no other locations in the building. Library & classroom books will be collected as well.
DS End-of-Year Pick Up / Drop Off	5/5/20, 5/8/20, 5/12/20, 5/15/20	School will be reaching out directly to families to schedule a time slot to come pick up personal belongings. There will only be 3 families allowed in the building at a time, each escorted by a staff member. Everyone will be asked to wear a mask. They will be checked in and checked out at the front entrance. (Medication pick up will be coordinated with this.)
PS Personal Belongings Pick Up	5/13/20 5/14/20 5/19/20 5/20/20 2:00-5:00 PM	Families will be picking up student’s personal belongings. There will be 3 families allowed in the building at a time escorted by office staff. Complete directions and Sign-Up Genius forwarded to families.

PS Med Pick Up	5/12 2:30-3:30 PM	Nurse Kate will contact parents. Nurse Kate and the Principal will return medications to families at the Pollard School main entrance.
PS gr. 5 Virtual Celebration	5/29	A video presentation of fifth grade teachers and administrators saying farewell, the remaining staff will be pictured waving good-bye (historically we wave good-bye to fifth graders on the last day as they exit the building). This video will be watched during a 5th grade Zoom meeting and then posted on VIMEO.
PS gr. 5 Field Sign Celebration	TBD	Pollard's 5 th Field Sign Celebration All 5 th graders will have a yard sign with their name placed in the back field. Parents by 5 th grade classroom will drive around the building to see the display. At the end of the car pickup line Mr. Blay will pass out certificates and yearbooks (wearing a mask). 5 th grade teachers will be (voluntary basis) at the end of the line, socially distanced waving at the cars. To avoid too many families each 5 th grade classroom will have its own 30 minute block. The date is to be determined. Our 5 th grade committee organized this.
DS Gr. 5 Virtual Celebration	5/29 Zoom Presentation	A video presentation of fifth grade teachers and administrators saying farewell, the remaining staff will be pictured waving their "tissue" good-bye (historically we wave tissues to say good-bye to fifth graders on the last day as they exit the building). Certificates have been mailed to students, and parents have been asked to (voluntarily) send a picture of their student holding the certificate to include in the video. This video will be watched during a 5th grade Zoom meeting and then posted on Facebook/VIMEO.
DS Gr. 5 Yearbooks	Mail - TBD	Fifth Grade yearbooks will be mailed to families when they arrive.
DS Gr. 5 Yard Signs (Coordinated through the PTA)	May 16-24 (still tentative)	The Danville PTA has coordinated the purchase of yard signs for 5th graders. They have worked with the church to place the signs along the road on their property. Parents will be allowed to take the sign after May 24th (if they choose to.)
SC Student Belongings	Week of June 8th/SC	Teachers will be packing up student items, bagging them for a parent

Pick-Up		pick-up on June 12th.
SC Medical Pick-Up	May 7th	Nurse will be distributing student items in bags to families in a drive-up fashion.
SC Library Book Drop-off	Week of May 25th	Families will drop-off borrowed books to the front of the school in a bin.

Grade 5 End of School Celebrations AA	May 29th	1-4	delivery	5th grade video will be in bag with end of year goodies , certificate, t-shirt, video of pictures saved from all the years k-5 at Atkinson, yearbook and ice cream coupon - I have ordered signs and I will put them on students lawns along with their personal bag on May 29th.
	June 3, 4, 5	2-4:30 pm		
Pickup for students belongings and locker clean up	June 6th	9- 2 pm		Sign up for families no more than two at a time with admin escorting them to rooms while others wait outside in cars to be called. They will wear masks and gloves and fill out form TBD. Administration Secretaries will sign families in and out. Extra forms and pens used/new will be available to complete forms. Nurse will also give out medication that needs to be given (2) also during one of those times to be determined.

TRMS:

Event/Lead Person	Date/Location	Plan
Grade 8 Promotion (M. Mencis)	Digitally, sent out May 29th	“Mash up” video link to be shared via email
6-7-8 Band Concert (K. Schweiss/M. Koelker)	Via Livestream-link sent (tentatively) to families mid-June	Anticipated: Students will use remaining four weeks to practice concert music and assignments will reflect this end goal. Students will submit audio recordings of their final performance. Teacher will utilize LogicProX to edit and combine and align student recordings. Recordings will be used, in conjunction with teacher and administrator announcements (which include end-of-year student band awards) to create a final audio performance to be broadcast via Livestream for Timberlane communities. While students may not be able to perform their music simultaneously, they can experience a performance of their music synchronously.
Grade 6 transition slide show (M. Hutnick)	Emailed to families of incoming 6th graders after July 1	After July 1 as we have access to their info in Powerschool; a transitional tool that shows a day in the life of a 6th grader
Grade 7 transition night (D. Woodworth)	Release date: June 2020	Digital presentation for parents: Narrated Slideshow
Grade 6 transition night (M. Hutnick) A	Release date: June 2020	Digital presentation for parents: Narrated Slideshow
Grade 8 transition night (M. Mencis)	Release date: June 2020	Digital presentation for parents: Narrated Slideshow
Locker Clean Out (TRMS Admin)	Week of June 1 Times: 9-11am//330-6pm M-F	Sign up via: signupgenius.com link will be emailed to parents; students only in building, no more than 10-15 students at a time in 15 minute increments, PPE required for entry
TRMS Med Pick Up (S. Dauer/K. Sirois/M. Koelker)	During locker cleanout	Week of June 1 (% days)

TRMS Yearbooks (Admin/Yearbook Coordinator: J. Anderson)	Mid-end June	Yearbooks are being mailed home to those who ordered on time; for those who didn't, they will be shipped to TRMS and parents will be able to arrange a time for pick-up
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May 7, 2020

Executive Summary

Facilities – Maintenance / 5-Year School Improvement Plan

In response to the Board's request, the Facilities department put together a 5-year plan that is a work-in-progress document. The attached list of work are anticipated projects by year with estimated amounts. These amounts are not based on exact quotes. Please note that some projects are derived from CIP and or are simply maintenance-related recurring projects for the district.

In addition, assessment of the districts roofs and roof top units (RTU) are in progress. This could potentially alter the attached draft of the planning process. Also, please note, the district electrician has been working closely with the electric companies in regard to the LED interior and exterior lighting.

Please refer to the attached 3 page 5-Year Facilities School Improvement Plan that includes Current Year 2019-2020, plus 5 additional years.

Respectfully Submitted,

Gary Paradis, Director of Facilities

5 Year Facility Maintenance Plan

	YEAR	LOCATION	DESCRIPTION OF SERVICES	ESTIMATE
Current Year	19-20	TRSD	Replace 2006 Maintenance Van	\$37,000
	19-20	PS	Remove final hydrotherm boiler, install new Buderus 1 million BTU gas fired boiler	\$35,000
	19-20	TRSD	Replace exterior lighting with LED	\$62,000
	19-20	TRHS/ TRMS	Replace interior hallways and cafeterias with LED lighting	
	19-20	PAC	Replace exterior siding	\$531,000
	19-20	PAC	Other repair for PAC siding project	\$10,000
	19-20	SC	Upgrade BMS System	\$25,000
	19-20	AA	Install 4 new 1 million BTU oil boilers	\$225,000
	19-20	TRHS	Replace science cabinets	\$65,000
Total 19-20				\$990,000

Year 1	20-21	TRSD	Replace 2009 Maintenance Van	\$40,000
	20-21	PS	Upgrade BMS System	\$50,000
	20-21	PS	Bring stage in cafeteria to ADA compliant	\$85,000
	20-21	SN	Replace retractable door gym/cafeteria	\$59,000
	20-21	SN	Replace HB Smith 1.7 million BTU oil boiler	\$75,000
	20-21	SC	Replace Weil McLean 500K BTU oil boiler	\$40,000
	20-21	SC	Replace art cabinets and sinks	\$50,000
	20-21	SC	Expand parking to include additional parking lot lighting, pavement for winter play area with fencing	\$107,500
	20-21	TRHS	Replace all 6 Areco boilers for heating and domestic water	\$225,000
	20-21	TRHS	Engineering for courtyard windows/walls	\$70,000
	20-21	TRHS	Engineer/Address Title IX Locker Rooms	\$100,000
	20-21	TRMS	Replace Sections of Roof (<i>out to bid</i>)	\$500,000
	20-21	TRMS	Replace both RTU's in gym	\$120,000
Total 20-21				\$1,521,500

Year 2	21-22	TRSD	Replace 2008 Maintenance F550 Dump	\$68,000
	21-22	AA	Install new RTU in café to include AC	\$100,000
	21-22	DS	Replace boiler #1 HB Smith 1.5 million BTU oil fired boiler	\$60,000
	21-22	DS	Replace boiler #3 HB Smith 1.5 million BTU oil fired boiler	\$60,000
	21-22	DS	Repalce RTU in the café to include AC	\$100,000
	21-22	SC	Pave road between school and library to include drop off area behind the school (& striping)	\$60,000
	21-22	SN	Replace divider between the gym and café	\$59,000
	21-22	TRHS	Replace carpets in the MODS	\$25,000
	21-22	TRHS	Upgrade girls & boys locker rooms, based on engineered plan	\$300,000
	21-22	TRHS	Replace track around football field to include upgrades on all track and field	\$380,000
	21-22	TRHS	Replace courtyard windows/walls	\$500,000
	21-22	TRHS	Remove and replace outdated floor urinals & upgrade all bathrooms	\$40,000
	21-22	TRMS	Remodel cafeteria kitchen	\$150,000
	21-22	TRMS	Replace 4 Weil McLean 1Million BTU gas boilers	\$200,000
	Total 21-22			

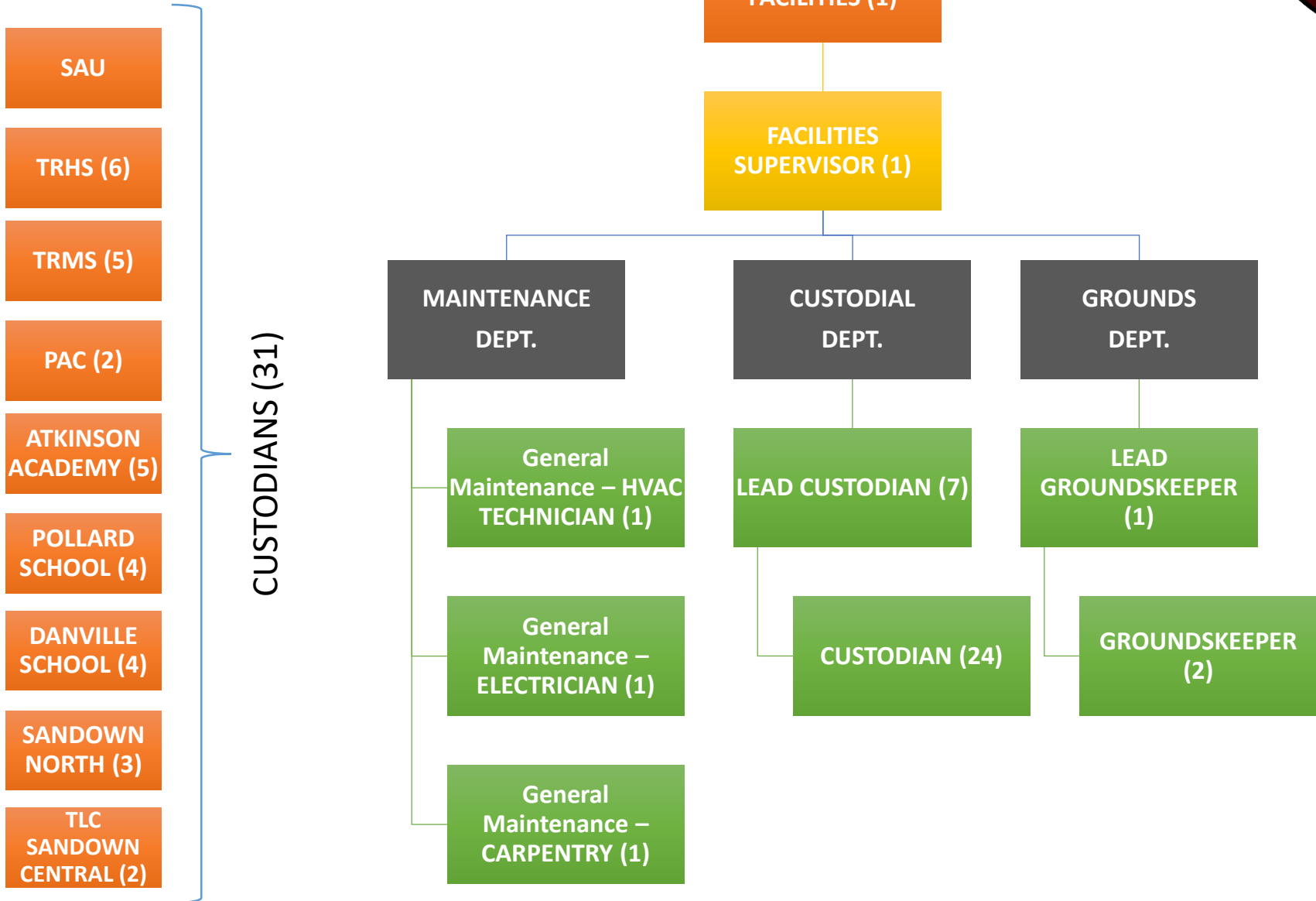
5 Year Facility Maintenance Plan

	YEAR	LOCATION	DESCRIPTION OF SERVICES	ESTIMATE
Year 3	22-23	TRSD	Replace 2012 Maintenance Van	\$40,000
	22-23	DS	Upgrade field space and play area	\$50,000
	22-23	PS	Upgrade 120 gallon gas fired water heater for 120 gallon hybrid domestic hot water heater	\$16,000
	22-23	SC	Replace HB Smith 500,000 BTU oil boiler	\$60,000
	22-23	SC	Replace gym floor	\$15,000
	22-23	SN	Replace HB Smith 1.7 million BTU oil boiler	\$70,000
	22-23	SN	Install a filtration system for domestic water	\$15,000
	22-23	SN	Repair paved walkways in the rear of the building	\$40,000
	22-23	TRHS	Add storage area off the mini gym	\$100,000
	22-23	SAU	Replace Weil McLean 250K BTU gas boiler	\$25,000
	22-23	TRMS	Replace 4 Weil Mclean gas fired boilers. Replace all tubing for penmatics/install zone valves	\$350,000
	22-23	TRMS	Update all boys & girls locker room, include area for PE teachers	\$175,000
Total 22-23				\$956,000

Year 4	23-24	TRSD	Replace Kubota Maintenance Tractor (with attachments)	\$120,000
	23-24	AA	Complete remodel of the nurses office	\$30,000
	23-24	AA	Replace tiling on the gym stage	\$12,000
	23-24	AA	Repave parking lot and basketball surface	\$85,000
	23-24	PS	Rework both baseball fields, includes fencing	\$75,000
	23-24	PS	Replace carpeting in the library	\$30,000
	21-22	DS	Replace windows and wall in the music and art rooms	\$100,000
	23-24	SC	Rework baseball field to a functioning field	\$10,000
	23-24	SC	Install new grass in the play area next to playground equipment	\$6,000
	23-24	SN	Install additional playground equipment	\$20,000
	23-24	TRHS/ TRMS	Update athletic fields	\$400,000
	23-24	PAC	Replace parking lot behind the PAC, also to include the walkway from the HS to the MS that runs behind the PAC	\$59,000
	Total 23-24			

Year 5	24-25	PS	New vanities and sinks throughout the classrooms, remove outdated fixtures	\$50,000
	24-25	SC	Cafeteria to become functional	\$500,000
	24-25	AA	New carpeting throughout building	\$50,000
	24-25	AA	New ceiling tiles throughout building	TBD
	24-25	DS	Rework athletic field including update of fencing	\$40,000
	24-25	DS	Assess all RTU's and replace as needed	TBD
	24-25	PS	Replace granite steps on old building	
	24-25	SC	Replace outdated playground equipment to meet pre-k and kindergarten standards	
	24-25	TRHS	Rework area of loading dock and compactor	
	24-25	TRMS	Install 4' high fencing along parking lot behind MS	
Total 24-25				\$640,000

Organization Chart TRSD Facilities



May 7, 2020

Executive Summary

Financial Update

By way of a financial update, there are still a significant number of factors which remain outstanding which will be need to finalize a year end projection.

General Update: Cost savings associated with contractual obligations have been communicated in a separate executive summary.

Grants: The District will qualify for a number of grants, including funding from the CARES Act. Relating to the CARES Act, I am awaiting clarification on the amounts which the District will qualify for, what the terms and requirements of the acceptance of the grant will entail, and what activities and costs will be allowed under the grant. I am scheduled on a call with the DOE on Monday, May 11, 2020 for clarification. Up until now, the DOE itself has not received thorough guidance on the CARES Act.

This is impactful on our current financial position since the CARES Act contains some provisions which require the District to continue to honor and pay existing contracts. I expect clarification on the extent to which the District is expected to comply with existing obligations.

I am also seeking clarification from the DOE on what costs can be included in our normal Title I, Title II, Title IV, and IDEA grants during Remote Learning.

Food Service Expenditures: For informational purposes, any losses incurred by the Food Service Fund will be transferred to the general fund at year end. I have communicated in a separate executive summary that the food service program is experiencing losses of about \$50,000 per month.

I expect to have a complete update on year end position at the next board meeting.

Respectfully Submitted,

Geoffrey Dowd, CFO / BA

TIMBERLANE REGIONAL SCHOOL BOARD GOALS FOR 2020-21

ACADEMICS

1. Develop organizational structure for new SAU in 2021 incorporating current Timberlane staff.
2. The board will continue to support the SLT and instructional staff in the pursuit of academic excellence by timely approval of curriculum changes, supporting recommendations for educational tools and support of resources including those needed for remote learning.
3. Advance the work of the district focused on providing students with career pathways, extended learning opportunities, vocational experiences, dual enrollment, and non-traditional courses.
4. Explore the development of a district funded full-day Kindergarten program.
5. Identify needs for PreK-12 STEAM opportunities to be expanded in the district prior to budget development.
6. Review data on preparedness for college, workplace, and career, and on success post college gathered via survey for TRSD line of STEAM resources and materials available in classrooms with an explanation of utilization by staff.

FINANCIAL

1. Review impact of COVID-19 pandemic on 2019-2020 budget year including possible encumbrances that must be made prior to the end of the budget year NLT June 1, 2020
2. Evaluate the current budget and look at how to best allocate funds to address any concerns/gaps identified in above academic goal
3. Audit for TRSD to be free of significant deficiencies and material weaknesses, and to the SB no later than February 2021

FACILITIES

1. Review Maintenance Repair and Projects document that was developed by the Business Operations Coordinator
2. The Superintendent's Leadership Team, CIP Committee, and the School Board shall collaboratively prioritize projects through a predefined process based on safety, educational need, and life cycle.
3. Develop a 5-year Facilities Plan with a spend rate of \$2 million per year for facilities improvements
4. Create a proposal for solar engineering on district buildings

BUDGET – FIRST BOARD MEETING IN OCTOBER

1. Receive first draft of Administration's proposed/recommended Operating Budget for FY 21-22 with an executive summary for any major budget drivers
2. Receive first draft of Administration's proposed Default Budget for FY 21-22 and be provided explanations of justifications for any increases or decreases by line item as is required by statute

CULTURE CLIMATE – JANUARY 1, 2021

1. Invite all union groups to attend a school board meeting and provide updates
2. Monitor the No Bullying initiative

Adopted by the School Board on _____

Dr. Kimberly Farah, Chair
Kristin Savage, Vice Chair
Timberlane Regional School Board



Dear students and parents:

I hope this Thursday finds you healthy and ready two days of continued remote learning, followed by a much deserved vacation. Thank you all for providing us with feedback on the Thought Exchange survey regarding this year’s senior events. The information below reflects our desire to honor your shared opinions.

We have scheduled the following recognition celebrations and events on the dates listed below:

These six events will be virtual presentations:

- | | |
|--|------------------------|
| o Senior Music Awards Night | Friday, May 29 |
| o Excellence in Academics Celebration | Sunday, May 31 |
| o Honor Society Induction Celebration | Fall 2020 |
| o Senior Athletic Awards Celebration | Sunday, June 7 |
| o Junior/Senior Awards Celebration | Sunday, June 14 |
| o Scholarship Celebration | Sunday, June 21 |

Our wish is to hold a “traditional graduation” on one of the days listed below. If circumstances prevent this from happening, we will work out a variety of approaches to fit

social distancing limitations, such as holding a live event with limited guest participation, or even livestream only viewing if necessary.

Proposed Prom and Graduation Dates:

- o Senior Prom** **Tuesday, July 21**
- o Graduation** **Weekend of July 17th, 18th or 19th**
- o Graduation rain dates** **Weekend of July 24th, 25th or 26th**

Final Exams will take place during the last week of school for all students.

This school year has brought new experiences and challenges to us all. Although our final exam experiences will not look exactly the same as they would if we were physically in the building, we want to keep the purpose of final exams/ assessments in mind as we try to wrap up this school year and have a process that brings about a culmination and celebration of student learning.

Some aspects of this year's final exams will be the same as previous years, and some aspects will be different. Final assessments will take place in the last week of school (May 26th-May 29th) and will be calculated as 10% of a course's quarter 4 grade. Assessments will be taken from home (as a remote learning assignment), and students will have 4 school days to complete all of their exams.

Teachers are currently in the process of collaborating to develop final assessments that are common by course. Remote learning final assessments will ask students to apply, synthesize, evaluate, and/or reflect through a format of: essay, reflection, project, portfolio, and/or presentation.

Teachers will communicate their final assessment prompts along with the grading criteria or rubric on Tuesday, May 26th by 9:00am. All assessments will be due to teachers by Friday, May 29th at 2:30pm.

The student council has been working to provide some activities to keep the student body connected and having fun. Here is a link to their flyer so you take a look at what they have planned. We encourage all of our students to get involved!

And here is an example of some of the great work going on in one of our classes:

While we are saddened by the fact that we are not be spending the rest of the school year together at TRHS, we have seen how so many students have risen to overcome the difficulties of remote learning week to week, and we know that they will succeed in finding ways to demonstrate their learning and celebrate their successes. We thank everyone for putting forth their best effort and we should all be proud of what has been accomplished to date and all we will accomplish through the end of the school year.