

TIMBERLANE REGIONAL SCHOOL BOARD

ATKINSON, DANVILLE, PLAISTOW, SANDOWN

THURSDAY, DECEMBER 21, 2017

Regular Meeting - 7:30PM

Superintendent's Office
30 Greenough Road , Plaistow, NH
Brian Boyle, Chairman
Dr. Kim Farah, Vice Chairman

Dr. Earl Metzler, II, Superintendent

Dr. Roxanne Wilson, Asst. Superintendent

AGENDA

1. **7:30 PM** Call to Order – Chair
2. Roll Call – Clerk
3. Pledge of Allegiance
4. Approval of Minutes
 - a. November 2nd, 16th, 30th and December 7th meetings
5. Student Representative
6. Delegates and Individuals
7. Current Business
 - a. **7:35PM** Harvard Model Congress/Youth and Government Trips* – ACTION (10)
 - b. **7:45PM** April STEAM Camp* – ACTION (10)
 - c. **7:55PM** Default Budget –ACTION (30 minutes)
 - d. **8:25PM** CIP Schedule – ACTION (15 minutes)
 - e. **8:40PM** Warrant Articles – INFORMATIONAL/ACTION (10 minutes)
 - f. **8:50PM** Policies – ACTION (15 minutes)
8. **9:05PM** Administrator's Report
9. **9:10PM** Personnel Report
10. **9:15PM** Committee Reports
11. **9:20PM** Reports of the School Board
12. Correspondence Folder
13. Vendor and Payroll Registers
14. **9:25PM** Other Business
15. Non-public (if needed)
16. Future Dates

DATE	MEETING TYPE	LOCATION	TIME
January 4	Regular Board Meeting	SAU	7:30PM
January 5	Deadline for Citizens Petitions - Bond	SAU	5:00PM
January 9	Deadline for all other Citizens Petitions	SAU	5:00PM
January 11	Public Hearing on Proposed Budget	PAC	7:00PM
January 18	Regular Board Meeting	SAU	7:30PM
January 24	First Day to file for Candidacy	SAU	
January 25	Last Day for Budcom to provide WA recommendations		
January 29	Last Day to Post Warrant		
February 1	Regular Board Meeting	SAU	7:30PM
February 2	Last Day to File for Candidacy	SAU	5:00PM
February 8	Deliberative Session	TRHS	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 December 21, 2017 School Board Meeting

1-3. OPEN MEETING *Self-explanatory.*

4. APPROVAL OF MINUTES *(four sets – November 2, 16, 30 and December 7 meetings)*

5-6. STUDENT REP AND DELEGATES AND INDIVIDUALS

7. CURRENT BUSINESS

a. Harvard Model Congress and Youth and Government Student Trips – ACTION

Ryan Richman and students to present request for student trips as well as needed funding.

b. April STEAM Camp – ACTION

Mark Pedersen to request funding to hold the annual April STEAM camp as annual donation from ExxonMobil not acquired.

c. Default Budget – ACTION

The board to discuss and approve a default budget for the 2018 Warrant.

d. CIP Schedule – ACTION

Board to address remaining Sandown schools' CIP projects in light of district administrations' recent recommendations on spacing needs at the two schools.

e. Warrant Articles – INFORMATIONAL/ACTION

Board members to discuss/propose drafting articles for the 2018 district warrant. Capital Reserve Fund, Capital Projects, etc... This shall be a standing agenda item until the warrant is finalized in late January.

f. Policies – ACTION

Six policies forwarded for first read by the Policy Committee: GCK, GCNA, AA, JICD, IHAK, and IMDA; and two policies up for second read/adoption: GCID and GCIC.

6. ADMINISTRATOR'S REPORT – Dr. Wilson to present

a. Update on School Activities

7. PERSONNEL REPORT – Dr. Wilson to present

8. COMMITTEE REPORTS – Committee Chairs to update board on current initiatives.

9. REPORTS OF THE SCHOOL BOARD – Individual members to report on district matters.

10. CORRESPONDENCE – please be sure to review the correspondence folder.

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

12. OTHER BUSINESS – Board members to provide agenda items for future meeting consideration. Preference is to provide these items directly to the School Board Chair in advance of the meeting.

13. NON-PUBLIC

14. FUTURE DATES

UPCOMING REGULAR MEETING AGENDAS

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

January 4, 2017	
Warrant Articles	<i>Standing item</i>
Policies	
Budget Update/Default Budget	
Annual Report	<i>Board feedback on content</i>
Curriculum	<i>1st read (Latin, Math)</i>

January 11, 2018	
Public Hearing on Proposed Budget	
Special Meeting for Warrant Article Recommendations	<i>The board may also do this at the January 18th meeting</i>

January 18, 2018	
Warrant Articles	<i>Finalize the Warrant</i>
Policies	
Budget Update/Default Budget	
Curriculum	<i>2nd read (Latin, Math)</i>

February 1, 2017	
Assessment Reporting	
Policies	
Extended Learning Schedule Midyear Review	<i>January/February</i>
School Calendar	
School Board Self Evaluation	

Back Burner List	
Achieve300 Usage	
Auditors to Bid	
TTA/TSSU Updates	
Assessment Reporting	<i>Feb-STAR (midyear); May-Tripod; Jun-Star (End of Year)</i>
Internal Controls Bids	<i>May 2018</i>
TTA Survey Presentation	<i>February 2018</i>



HARVARD MODEL CONGRESS AND YOUTH AND GOVERNMENT 2018

2/22/2018-2/25/2018 (HMC)

3/17/2018 & 4/6-7/2018 (Y&G)



Harvard Model Congress

- Founded in 1986, HMC is a 501(c)(3) educational nonprofit and the nation's oldest government simulation conference
- The most dynamic model congress simulation available to high school students
- HMC requires students to assume the role of real life congressmen, senators, and members of government, forcing them to expand their own perspectives and to understand the issues at hand in a new, more nuanced way



**Harvard Model
Congress Boston**

Harvard Model Congress

- Cost (for 12 students):
 - \$99 School fee (paid through fundraising)
 - \$115 Delegate fee (paid by students)
 - Hotel fee (paid by students) at Sheraton Boston 39 Dalton St, Boston, MA on next slide
 - Meals as needed (paid by students)



Pricing for HMC based on shared rooms (left) or one person one bed (right)

	# of Rooms	# of Nights
Single : \$260		
Double: \$260		
Triple: \$290		
Quad: \$290	4	3
	Subtotal	\$3,480.00
	Total (Including tax)	\$3,982.86

	# of Rooms	# of Nights
Single : \$260		
Double: \$260		
Triple: \$290		
Quad: \$290	6	3
	Subtotal	\$5,220.00
	Total (Including tax)	\$5,974.29

YMCA Youth and Government

- To provide guidance, training and experience in the theory and practice of determining public policy.
- To confirm the principles of democracy and promote moral courage in solving public questions.
- To develop the attitude that through collaborative action in the three branches of government (executive, legislative and judicial) people can improve their current situations.
- To reveal the importance of the freedoms set forth in the Bill of Rights and in State and Federal Constitutions.
- To show that an honest difference of opinion, with freedom to express it, is a healthy medium in which to attain personal dignity.



Youth and Government

- If a TRHS student is elected to a leadership position at the Pre-legislative conference on March 17, they will be required to attend the O’Neill training at the Comfort Inn the evening of April 5th at no additional cost
- Cost (for 14 students):
 - \$200 Hotel and Program fee (paid by students) at Comfort Inn, 71 Hall St, Concord, NH
 - Meals as needed (paid by students)



Safety Precautions

- Transportation to and from both events is parent/guardian provided
- Chaperone is First Aid and CPR certified
- 12 students attending HMC
- 14 students attending Y&G
- Chaperone will have all medical forms for attendees
- All attendees will have access to chaperone's cell phone with designated meeting spots

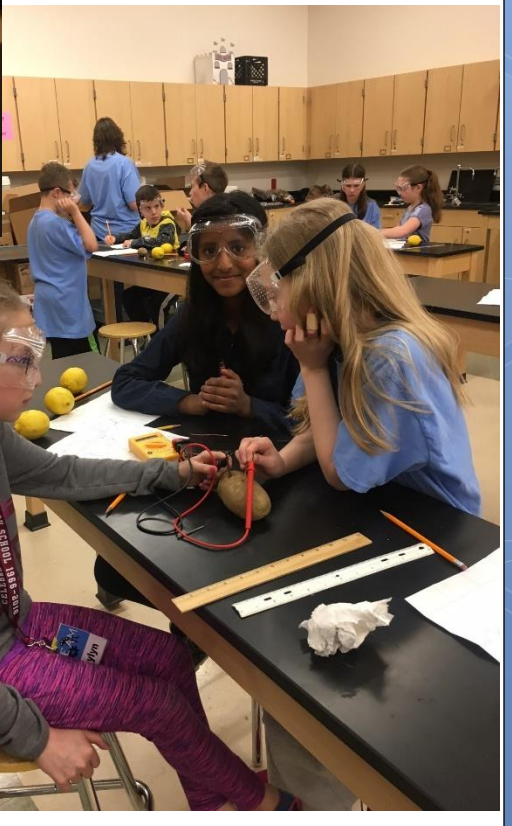
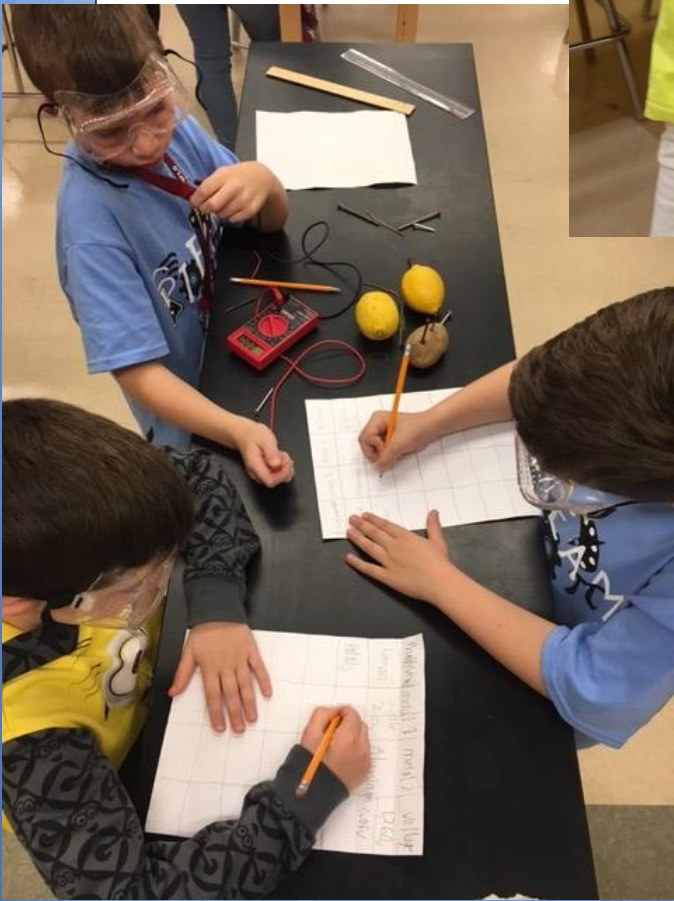


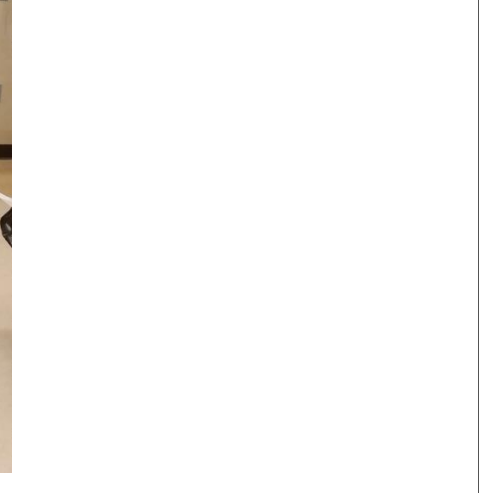
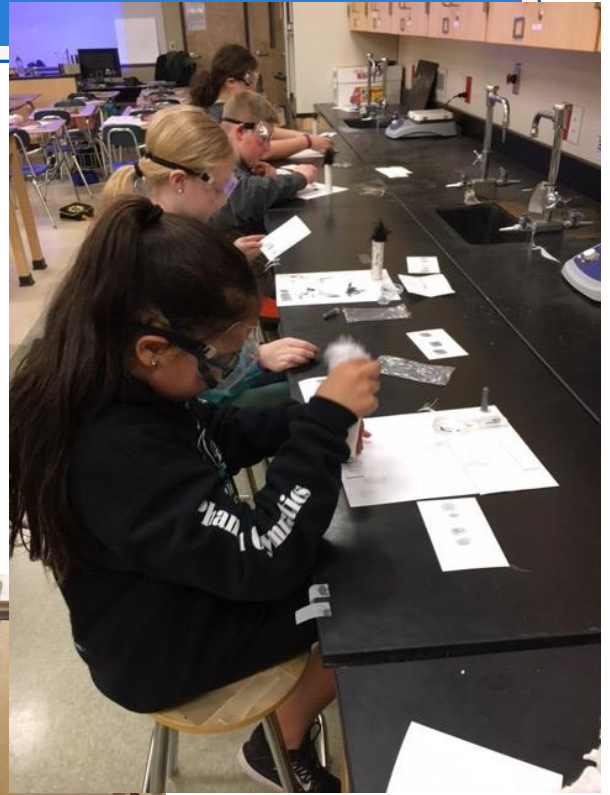
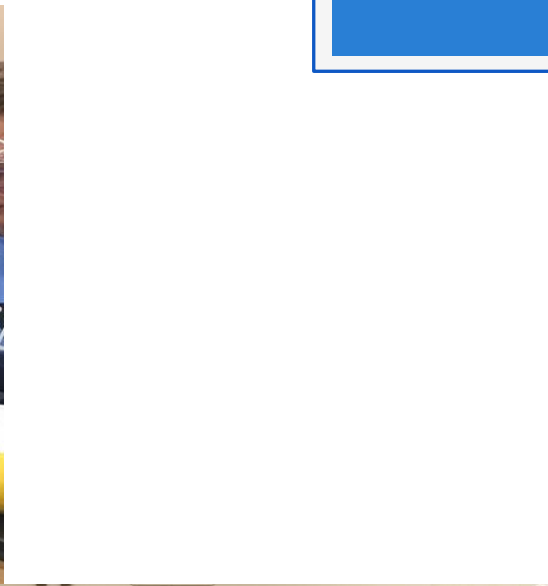
April Break
S.T.E.A.M.
Camp

Science
Technology
Engineering
Art
Math

Purpose of the Camp

- The purpose of this camp is to ignite the interest in STEAM (Science, Technology, Engineering, Art and Math) ideas and potential career options for fourth graders across the Timberlane district. These students will work with high school mentors and two elementary school teachers who will explain science concepts and help the fourth graders design, engineer, and build devices that demonstrate the science concepts.





Promoting STEAM

- **TRHS Engineering partnership**
 - More students into STEM fields
- **Governor's STEM task force:**
 - *“To help young people develop the skills and innovative thinking needed for jobs that growing businesses are creating”*
- **STEAM thinking is 21st Century thinking**
 - Collaboration, Communication, Critical Thinking and Creativity

Details

- Open to 4th Grade students from around the district
- Monday, April 23, 2018 ▪ Thursday, April 26, 2018
- 3 Hours: 9AM-12PM
- Students get a t-shirt and 4 take home projects

Costs and Registration

- \$25 Dollar registration fee
- Information and permission slips will be sent home with fourth grade students in January

Description	Request ID	Submitted by	Final CIP	Timb. Reg. School Board as of 11/16/17	Timb. Reg. Bud Comm as of 11/21/17
AA - Repl. Playground Equip. (see offset rev)	ATK-0001	K Dayotis	\$12,000	17-18	17-18
DIS - Fiber Connection Between Schools	BIT-0001	K Henderson	\$300,000	\$218,264	\$0
DIS - Wireless Access Points	BIT-0002	K Henderson	\$10,000	\$10,000	\$10,000
Board Rm HD Video Broadcast Equip.	BIT-0003	K Henderson	\$21,308	17-18	17-18
Classroom Wall Mount Projectors	BIT-0004	K Henderson	\$123,648	\$123,648	\$0
DIS - Student Laptops	BIT-0007	K Henderson	\$45,600	\$45,600	\$0
DIS - Student Chromebooks	BIT-0008	K Henderson	\$100,000	\$100,000	\$0
DIS - Desktops	BIT-0009	K Henderson	\$41,500	\$41,500	\$0
DIS - Repl. Boardroom Sound System	BIT-0010	K Henderson	\$17,571	17-18	17-18
DIS - Laptops for Admins & Teachers	BIT-0011	K Henderson	\$29,640	\$29,640	\$0
DIS - District Servers	BIT-0012	K Henderson	\$12,000	\$12,000	\$12,000
DAN - Repl. Removed Playground Equip	DAN-0001	N. Barcelos	\$15,000	17-18	17-18
DIS - Repl. 2006 Maint. Van	FAC-0003	G. Stokinger	\$25,000	\$25,000	\$0
MS - Repl. M/S Ride-On Burnisher	FAC-0005	G. Stokinger	\$15,000	\$15,000	\$15,000
PS - Repl. M/S Ride-On Burnisher	FAC-0006	G. Stokinger	\$15,000	\$15,000	\$15,000
HS - Repl. Courtyd Window & Wall Syst.	FACB-0006	J Hughes	\$134,000	\$134,000	\$0
MS - Repurpose Space - SPED Progam	FACB-0009	J Hughes	\$15,000	\$15,000	\$0
HS - Constr. Admin Office & Conf. Rm. in Courtyard 1	FACB-0011	J Hughes	\$268,000	\$0	\$0
PAC - Remove & Repl. Outside Wall	FACB-0016	J Hughes	\$70,000	\$70,000	\$0
MS - Locker Repl. 1500 Wing - Phase 4	FACB-0018	J Hughes	\$28,000	\$28,000	\$28,000
AA - Repl. Ballast Roof w/Rubber Roof	FACB-0028	J Hughes	\$85,000	\$85,000	\$0
SC - Repl. Art Cabinets & Sinks	FACB-0046	J Hughes	\$50,000	\$50,000	\$0
SC - Upgrade Bldg. Mgt. Sys.	FACB-0047	J Hughes	\$25,000	\$25,000	\$0
SC - Restroom Renovations	FACB-0048	J Hughes	\$32,000	\$32,000	\$0
SC - Install Classroom Observation Windows	FACB-0050	J Hughes	\$15,000	\$15,000	\$0
SN - Install Addtl Facility Bathrooms	FACB-0055	J Hughes	\$24,468	\$24,468	\$0
MS - Roof Sect. P Music Wing - Build	FACB-0058	J Hughes	\$100,000	\$100,000	\$0
MS - Roof Sect. P Music Wing - Design	FACB-0059	J Hughes	\$15,000	\$15,000	\$0
HS - Science Room Cabinets/Stations	FACB-0060	J Hughes	\$66,000	\$66,000	\$0
HS - Access Rd Main Campus See FACS004	FACS-0000	G. Stokinger	\$10,000	\$10,000	\$0
HS - Construct 2 New Tennis Courts	FACS-0005	Fantasia & Hughes	\$90,000	\$0	\$0
AA - Remove Curbing, Grade & Pave	FACS-0009	J Hughes	\$53,500	\$53,500	\$0
HS - Track Maintenance/Repairs	FACS-0015	Fantasia & Hughes	\$11,000	\$11,000	\$11,000
SC - Signage	FACS-0018	Hughes	\$20,000	\$20,000	\$0
SN - Add'l Playground Equip.	SNN-0001	J Georgian	\$10,000	\$10,000	\$10,000
			\$1,905,235	\$1,399,620	\$101,000

2018 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 High School, 36 Greenough Road, Plaistow, New Hampshire, on Thursday, the 8th day of February 2018, at 7:00 p.m. This session shall consist of explanation, discussion, and debate of warrant articles number 2 through number _____. 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 _____ will be conducted by official ballot to be held in conjunction with town meeting voting to be held on Tuesday, the 13th day of March, 2018, 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 Pollard School 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:

Atkinson Voters	School Board Member	3-Year Term
Plaistow Voters	School Board Member	3-year Term
Sandown Voters	School Board Member	3-year Term
Atkinson Voters	Budget Committee Member	3-Year Term
Danville Voters	Budget Committee Member	2-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 **\$71,759,415**? Should this article be defeated, the operating budget shall be \$_____ 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)

Not/Recommended by the School Board
Not/Recommended by the Budget Committee

Article 3 - Capital Reserve Fund

Shall the voters of the Timberlane Regional School District raise and appropriate up to \$_____ 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, 2018 unassigned fund balance available for transfer on July 1 of this year which were apportioned as Capital Expenses in 2017-2018 in accordance with Article 6 of the Timberlane Regional School District Articles of Agreement? No amount to be raised by taxation. (MAJORITY VOTE REQUIRED)

Not/Recommended by the School Board
Not/Recommended by the Budget Committee

[Intent: This article puts money aside for future capital improvements. Money is only put into this Capital Reserve Fund if it is available at the end of the fiscal year. Capital expense appropriations are calculated in accordance with the Timberlane Regional School District Articles of Agreement (Article 6) apportionment formula as follows:

“The capital expenses of the Timberlane Regional School District payable in each fiscal year shall be apportioned on the equalized valuation as most currently available as determined by the State Tax Commission”.] INTENT STATEMENTS MAY BE PRESENTED AT DELIBERATIVE BUT NOT PLACED ON THE BALLOT

Article 4 - General Acceptance of Reports

Shall the voters of the Timberlane Regional School District accept reports of agents, auditors, and committees as written in the 2017 Annual Report? (MAJORITY VOTE REQUIRED)

Not/Recommended by the School Board

TIMBERLANE POLICY COMMITTEE RECOMMENDATIONS TO THE SCHOOL BOARD

SECOND READ

- 1 **GCIC PROFESSIONAL STAFF VISITATIONS AND CONFERENCES** (Last updated in 2005; No such policy on file with NHSBA, PC recommends repealing; PC approves)
- 2 **GCID PROFESSIONAL ACTIVITIES OF TEACHERS/ADMINISTRATORS** (Last updated in 2005; no language changes needed, PC recommends re-affirming; PC approves)

FIRST READ

- 3 **GCK PROFESSIONAL STAFF – ASSIGNMENTS AND TRANSFERS** (Last updated in 2005, SLT changes recommended; PC approves)
- 4 **GCNA SUPERVISION OF PROFESSIONAL STAFF** (last updated in 2005; NHSBA language proposed with modifications by SLT; PC approves)
- 5 **AA SCHOOL DISTRICT LEGAL STATUS** (recommend deleting reference to policy BBG as this policy does not exist; SLT and PC approves)
- 6 **JICD STUDENT DISCIPLINE AND DUE PROCESS** (Modified to comply with new laws; SLT recommends changes; PC approves)
- 7 **IHAK CHARACTER AND CITIZEN DEVELOPMENT** (modified to include current list of principles cited in Ed Rules; SLT recommends changes; PC approves)
- 8 **IMDA PATRIOTIC EXERCISES** (Complete revision and retitled to align with NHSBA sample policy; SLT recommends changes; PC approves)

Timberlane Regional School District	Policy Code: GCIC
Adopted: 06-09-83 Revised: 04-04-91 Revised: 02-24-05	Page 1 of 1 REPEALED

PROFESSIONAL STAFF VISITATIONS AND CONFERENCES

~~Teachers and administrators attending out-of-state conferences will, upon return, be required to file brief written summaries of such conferences with the Superintendent's Office and to provide informational programs to other district staff members.~~
Repealed by the School Board on _____.

Timberlane Regional School District	Policy Code: GCID
Adopted: 01-01-83 Revised: 04-04-91 Revised: 02-24-05 Revised/Reaffirmed:	Page 1 of 1

PROFESSIONAL ACTIVITIES OF TEACHERS / ADMINISTRATORS

IN-DISTRICT

It is assumed that lectures, demonstrations, or related activities performed by teachers or administrators within the District, are to be considered a service to the community, and are to be performed without fee. No teacher or administrator shall charge a fee for activities within the District, directly related to his/her professional position. No teacher or administrator may advertise or sell educational materials within the District not specifically authorized or approved by the School Board.

OUT-OF-DISTRICT

The School Board encourages participation in professional and related activities. Arrangements for attendance and/or participation in such activities shall be cleared with the administration in advance.

When a staff member is invited to speak, serve on a panel, or similar assignment at such function, the staff member may, with the prior written approval of the Superintendent, be reimbursed for part or all of the costs.

Timberlane Regional School District	Policy Code: GCK
Adopted: 01-01-83 Revised: 04-04-91 Revised: 02-24-05 Revised:	Page 1 of 1

PROFESSIONAL STAFF – ASSIGNMENTS AND TRANSFERS

In general, all assignments and transfers shall be made ~~for the convenience of the school and the maximization of the teacher’s contribution to~~ *the best interest of* the District.

The assignment of professional employees and their transfer to positions within the school *and/or District* shall be made by the Superintendent based on the following criteria, ~~listed in order of priority~~:

- a. The needs of the school district
- b. Contribution which staff member could make to students in the new position
- c. Qualifications of the staff member ~~compared to those of outside candidates for the position to be vacated, as well as for the position to be filled~~
- d. Opportunity for professional growth
- e. Desire of staff member regarding assignment or transfer

The responsibilities and duties of all personnel will be established by the Superintendent of Schools in conjunction with the ~~administrative staff~~ *Principal*.

<p>Timberlane Regional School District</p>	<p>Policy Code: GCNA</p>
<p>Adopted: 06-09-83 Revised: 04-04-91 Revised: 02-24-05 Revised:</p>	<p>Page 1 of 1</p>

SUPERVISION OF PROFESSIONAL STAFF

~~The overall goal of supervision and evaluation is the improvement of instruction effectiveness.~~

Classroom visits are for several purposes: to encourage the growth and exchange of new ideas in teaching techniques and use of materials, to discover ways and means of coordinating the curriculum, to observe pupil conduct and pupil progress, to keep the administration informed about what is going on in the school program, and to evaluate ~~teaching~~ effectiveness, particularly as a basis for recommendation *for the re-appointment of all staff*.~~for renomination in the case of teachers.~~

Conferences between the principal/supervisor and ~~teacher~~ *the professional* shall be held to promote the above purposes. Some conferences, ~~as specified in regulations~~, shall be formal and result in a written record. ~~It is expected that i~~Informal conferences ~~will~~ *may* occur frequently and may be summarized in the written record of the formal conference *in accordance with the teacher evaluation master plan*. ~~The written record will be signed by both teacher and principal/supervisor, each of whom will retain a copy.~~

~~The teacher conference, whether following a class visit or not, should serve as a means for exchanging ideas. It should result in the professional growth of both the teacher and the administrator and can do so only if the desire to find a common ground for such growth is present in both suggestions and comments relating to teaching methods and techniques and, within a broader perspective, should lay the foundation for curriculum planning.~~

~~Should any deviation from expected work performance develop, the principal shall be responsible for discussing it with the teacher at an early time. These discussions shall be constructive in approach, and designed to help correct weakness.~~

Timberlane Regional School District	Policy Code: AA
Adopted: 10-04-90 Revised: 10-03-96 Revised: 12-03-98 Revised: 09-20-01 Revised: 12-20-12	Page 1 of 1

SCHOOL DISTRICT LEGAL STATUS

The legal basis for education is vested in the will of the people as expressed in the Constitution of New Hampshire, the statutes* pertaining to education, court interpretation of these laws and the powers implied in them, and the rules and regulations of the State Board of Education

In New Hampshire, school districts are political subdivisions of the state and as such are considered municipal corporations.

Board policies are established by the Board, which serves as an agent of the school district. Funds for school operating expenses are approved by a majority of qualified voters voting by official ballot. As an SB2 district, bond issues require a three-fifths vote (60%).

The administration of the schools is under the executive direction of the Superintendent of Schools, who works under the local School Board policies (~~see BBG~~) in addition to S.A.U. policies, state statutes, and State Board of Education policies, rules and regulations.

Statutory/Case Law References:

- New Hampshire Constitution, Pt. 2 Article 83*
- Claremont School District vs. Governor, 138 NH 183 (1993)*
- RSA Chapter 33, Municipal Finance Act*
- RSA 194:2, School Districts to be Corporations*
- RSA 195:6, Powers and Duties of Cooperative School Districts*
- RSA 197:1, Annual School District Meetings*
- RSA 40:13, Use of Official Ballot*
- Clough v. Osgood 37 NH 444 (1935)*
- * The majority of state laws on education are in RSA Chapters 186 through 200H.*

Timberlane Regional School District	Policy Code: JICD
Adopted: 02-24-05 Revised: 01-03-08 Revised: 09-02-10 Revised: 12-15-11 Revised: 04-03-14 Revised:	Page 1 of 4

STUDENT DISCIPLINE AND DUE PROCESS

Definitions

1. Disciplinary measures include, but are not limited to, removal from the classroom, detention, in-school suspension, out-of-school suspension, restriction from activities, probation, and expulsion.
2. Removal from the classroom means a student is sent to the building principal's office. It is within the discretion of the person in charge of the classroom to remove the student.
3. Detention means the student's presence is required during non-school hours for disciplinary purposes. The building principal is authorized to establish guidelines or protocol for when detention shall be served (either before school or after school.) Whether a student will serve detention, and the length of the detention, is within the discretion of the licensed employee disciplining the student or the building principal.
4. An in-school suspension means the student will attend school but will be temporarily isolated from one or more classes while under supervision. An in-school suspension will not exceed ten consecutive school days.
5. An out-of-school suspension means the temporary denial of a student's attendance at school for a specific period of time for gross misconduct or for neglect or refusal to conform to school rules or policies.
6. A restriction from school activities means a student will attend school and classes and practice but will not participate in school extra-curricular activities.
7. Probation means a student is given a conditional suspension of a penalty for a definite period of time in addition to being reprimanded. The conditional suspension will mean the student must meet the conditions and terms for the suspension of the penalty. Failure of the student to meet these conditions and terms will result in immediate reinstatement of the penalty.
8. Expulsion means the permanent denial of a pupil's attendance at school for any of the reasons listed in RSA 193:13, II and III.

Standards for Removal from Classroom and Detention

Students may be removed from the classroom at the classroom teacher's discretion if the student refuses to obey the teacher's directives, becomes disruptive, fails to abide by school rules or policies, or otherwise impedes the educational purpose of the class.

<p>Timberlane Regional School District</p>	<p>Policy Code: JICD</p>
<p>Adopted: 02-24-05 Revised: 01-03-08 Revised: 09-02-10 Revised: 12-15-11 Revised: 04-03-14 Revised:</p>	<p>Page 2 of 4</p>

Likewise, classroom teachers may assign students to detention for similar conduct.

The building principal or designee may assign students to detention under the same standard.

Standards for In-School Suspension, Restriction of Activities, and Probation

The building principal or designee is authorized to issue in-school suspensions, restrictions of activities, or place a student on behavior probation for any conduct that causes material or substantial disruption to the school environment, interferes with the rights of others, presents a threat to the health and safety of students, employees, and visitors, violates other board Policies or is otherwise inappropriate is prohibited.

Process for Out-of-School Suspension:

The power of suspension is authorized as follows:

1. The building principal or designee is authorized to suspend a student for 10 school days or less for gross misconduct or for neglect or refusal to conform to school district policies or rules. The principal or designee shall consult with the Superintendent prior to issuing any suspension.
 - A. Pursuant to Ed 317.04(a)(1), a suspension of 10 school days or less shall be considered a “short-term suspension” and may be issued for gross misconduct or for neglect or refusal to conform to the reasonable rules of the school under RSA 193:13,I.
 - A.B. As required by RSA 193:13(a), educational assignments shall be made available to the suspended pupil during the period of suspension.*
2. The Superintendent is authorized to continue the suspension of a pupil for a period in excess of 10 school days. Prior to this extended suspension, the Superintendent will provide an informal hearing on the matter. The informal hearing need not rise to the level and protocol of an official hearing before the school board.
 - A. Pursuant to Ed 317.04(a)(2), a suspension in excess of 10 school days shall be considered a “long-term suspension.”
 - A.—A long-term suspension may be issued for an act of theft, destruction, or violence as defined in RSA Chapter 193-D, for possession of a pellet paint ball gun or BB gun or rifle as provided by RSA 193:13, II, or for any violation of any rule established using the authority granted by RSA 189:15, provided the rule includes notice that a student may receive a long-term suspension and/or may be expelled for violation of the rule and the rule has been*

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recorded in the official records of the School Board. ~~and may be issued for an act of theft, destruction, or violence as defined in RSA 193-D, or for possession of a pellet paint ball gun or BB gun or rifle under RSA 193:13,II.~~

3. Any suspension in excess of 10 school days, as described in Paragraph 2 of this Section, is appealable to the school board, provided the Superintendent receives the appeal in writing within 10 days after the issuance of the Superintendent’s decision described in Paragraph 2. Any suspension in excess of 10 school days shall remain in effect while this appeal is pending.
4. Due process standards for short-term suspensions (10 days or less) will adhere to the requirements of Ed 317.04(d)(1).
5. Due process standards for long-term suspensions (more than 10 days) will adhere to the requirements of Ed 317.04(d)(2).

Process for Expulsion

1. *Any pupil may be expelled by the School Board for an act of theft, destruction, or violence as defined in RSA Chapter 193-D, for possession of a pellet paint ball gun or BB gun or rifle as provided by RSA 193:13, II, or for any violation of any rule established using the authority granted by RSA 189:15, provided the rule includes notice that a student may receive a long-term suspension and/or may be expelled for violation of the rule and the rule has been recorded in the official records of the School Board. ~~Any pupil may be expelled by the School Board for gross misconduct, or for neglect or refusal to conform to District rules or policies, or for an act of theft, destruction, or violence, as defined in RSA 193-D:1, or for the possession of a pellet or BB gun, rifle, or paint ball gun.~~*
2. Additionally, any pupil may be expelled by the School Board for bringing or possessing a firearm as defined in Section 921 U.S.C. Title 18 in a safe school zone, as defined in RSA 193-D:1, unless such pupil has written authorization from the Superintendent. Any expulsion under this provision shall be for a period of not less than 12 months.
3. The District will ensure that the due process standards set forth in Ed 317.04(d)(3) are followed.
4. The Superintendent is authorized to modify the expulsion requirements of any student on a case-by-case basis.

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NOTE: Students with disabilities, 504, and/or students receiving special education services will be disciplined in accordance with the student’s IEP and all applicable provisions of the Individual with Disabilities Education Act (IDEA). Discipline matters for students with disabilities will be addressed on a case by case basis by administration. As such, and depending on the disability, consequences set forth in the Code of Discipline may vary or be waived, in whole or in part.

This policy and school rules which inform the student body of the content of RSA 193:13 shall be printed in the student handbook and made available on the District's website to students, parents, and guardians. The Principal or designated building administrator shall also inform the student body concerning this policy and school rules which address the content of RSA 193:13 through appropriate means, which may include posting and announcements. See: Ed. 317.04(d).

See also policies JI, JIA, JIC, JICC, JICD, JICK

Legal References:

- RSA 193:13, Suspension & Expulsion of Pupils
- RSA 193-D, School Safe Zones
- NH Code of Administrative Rules, Section Ed 306.04(a)(3), Student Discipline
- NH Code of Administrative Rules, Section Ed 306.04(f), Student Discipline
- NH Code of Administrative Rules, Section Ed 317.04, Standards and Procedures For Suspension and Expulsion of Pupils Assuring Due Process
- NH Rules for the Education of Children with Disabilities, Part ED 1124, Disciplinary Procedures for Children with Disabilities

See Appendix: JICD-R

NHSBA NOTES

- *This update includes the requirement that educational assignments shall be made available to the suspended student when suspended up to 10 days, enacted by House Bill 216, Laws of 2017, Chapter 12, effective June 16, 2017, and to conform to other changes to law and administrative rules. In light of the Supreme Court’s decision in *In re Keelin B.*, language is added reflecting the School Board’s authority under that statute to adopt policies defining misconduct beyond that explicitly addressed in RSA Chapter 193-D and RSA 193:13.*
- *RSA 189:15 was last amended in 1969 and it uses the term “regulation.” More recent law and NHSBA practice uses the term “policy” for rules set by the School Board. “Regulation” is the term used for rules and procedure set by the Superintendent or Administrators using authority delegated by the School Board or established by statute. We recommend that School Boards continue to classify their rule making as statute. We recommend that School Boards continue to classify their rule making as policy, but it may be beneficial when setting a policy using the authority granted by RSA 189:15, to include in the text of the policy reference to that statute.*

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CHARACTER AND CITIZENSHIP DEVELOPMENT

Those in charge of curriculum development will have the responsibility for integrating into the curriculum, as appropriate, the following principles:

1. *Pursuant to Part 2, Article 83 of the New Hampshire Constitution, humanity, benevolence, and truth and honesty with self and others.*
2. *Fairness, integrity, and justice.*
3. *Respect, courtesy, and human worth.*
4. *Community service.*
5. *Pursuant to RSA 186:13, the rights and responsibilities of citizenship.*
- ~~6.~~ Each individual has dignity and worth
- ~~7.~~ A free society requires respect for persons, property, and principles, and for self.
- ~~8.~~ Each individual has a right to learn and freedom to achieve.
- ~~9.~~ Each individual, regardless of *age, gender, gender identity and expression, including a transgender identity, race, creed, color, religion, marital status, sexual orientation, national ethnic origin, economic status, disability, veteran status, genetics, retaliation; and any other characteristic protected under applicable federal or state law* ~~race, creed, color, sex, ethnic background, or economic status~~, has the right to equal opportunity.
- ~~5.~~~~10.~~ Each individual has the right to personal liberties.
- ~~6.~~~~11.~~ Each individual is responsible for his/her own actions, and should exercise self-discipline where and when appropriate.
- ~~7.~~~~12.~~ Each individual has a responsibility to the group as well as to the total society.
- ~~8.~~~~13.~~ A democratic government is established by majority vote.
- ~~9.~~~~14.~~ Democratic societies are based on law.
- ~~10.~~~~15.~~ Problems are solved through reason and orderly processes.
- ~~11.~~~~16.~~ An individual should be tolerant of another's beliefs and should have freedom to express his/her own.
- ~~12.~~~~17.~~ Each individual has the right to work, to pursue an occupation, and to gain satisfaction from personal efforts.

Teaching in the area of character and citizenship will take place throughout the K-12 program.

NOTE: Updated to incorporate the current list of principles from ED 306:04(i)

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Legal Reference:

NH Code of Administrative Rules, Section Ed. 306:04(a)(5)

NH Code of Administrative Rules, Section Ed. 306:04(I)

[RSA 186:13 Appeals and Appropriations](#)

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FLAG DISPLAYS PATRIOTIC EXERCISES

In accordance with federal law, the District shall offer an education program(s) each year on Constitution Day and Citizenship Day to commemorate the September 17, 1787 signing of the United States Constitution and recognize all who, by coming of age or by naturalization, have become citizens. The Superintendent or his/her designee shall establish administrative guidelines ensuring that the District observes Constitution Day and Citizenship Day properly and in a manner befitting the importance of the event.

During the weeks of Memorial Day and Veterans Day, the District will devote time for exercises of a patriotic nature, which may include a discussion of the words, meaning, and history of the Pledge of Allegiance and the Star Spangled Banner.

New Hampshire observes General John Stark day on the second Monday in April. Schools in the District shall commemorate the day with appropriate educational activities.

***NHSBA note, September 2017:** House Bill 91, Laws of 2017, Chapter 8, changes the date of General John Stark Day to the second Monday in April. That statute encourages schools to commemorate the day with appropriate educational activities. The policy is further updated to reflect a change to federal law which added "Citizenship Day" to the September 17th observation of Constitution Day.*

***NHSBA note, September 2016:** Amendments to this Sample Policy are necessary due to the passage of HB 1300, which amends RSA 189:18. These legislative amendments require School Districts to engage in certain patriotic exercises. This Sample Policy remains categorized as "Recommended".*

Legal References:

- RSA 4:13-I, General John Stark Day*
- RSA 189:18, Patriotic Exercises*
- 36 U.S.C. § 106, Constitution Day and Citizenship Day*
- Section 111 of Division J of Public Law 108-447 (2004)*

~~The United States and New Hampshire state flags shall be flown during school hours each school day and on election days when the school may be closed to pupils. The flags shall be handled with proper respect at all times.~~

Appendix IMDA-R
See IMDA-R

SCHOOL/DEPARTMENT REPORT TO THE TRSB – DECEMBER 21, 2017

Atkinson Academy

- Atkinson students enjoyed movie night last Friday. Dressed in pajamas and slippers they watched “The Elf” while enjoying hot cocoa and sugar cookies. Santa arrived for pictures giving them a chance to tell him what surprises they hoped to find under the tree Christmas Day!
- Each classroom will be hosting a craft day along with their parties on Thursday.
- Friday morning we will have a schoolwide singalong. Happy Holidays!

Danville Elementary

- Danville students enjoyed a performance from the Plymouth State University TIGER group. Tiger stands for “Theatre Integrating Guidance, Education, and Responsibility” and is a professional educational theatre company that tours New England with performances based on the writing of children about difficult social issues. Just between Friends was the name of the performance. Students learned in order to be a friend, you need to: Trust, show I accept you, Give kindness, No Exclusions, and be Responsible. The students were engaged throughout the performance and have been practicing their skills. Happy Holidays and Best Wishes for a Wonderful 2018!

Pollard School

- Pollard School was visited by 2 Pollard Penguins on Thursday 12/14. They came to remind students about our classroom and bus expectations that had been rolled out previously. (our “penguins” were 2 student teachers this fall, Jeff Lavallee Gr 3 and Renee Moran Gr 1/Gr 4)
- Pollard Students Understand that What They Do Today will Make a Difference Tomorrow! Pollard students and their families have once again gone above and beyond. Classrooms collected money, clothing, toys, food and items for pets instead of exchanging holiday gifts with their classmates. Teachers were genuinely impressed with how generous their student and families were with the endeavor. The charities varied but were all worthwhile causes. I am sure that having experienced the wonderful feeling of giving to others helped to make this holiday season a memorable one for all of our students. Thank you to everyone that donated.



Grade

Contribution

Pre-K and K	They are collecting Pajamas & Books as part of the Pajama Program
Grade 1:	They are collecting donations for the New Hampshire SPCA in Stratham, NH
Grade 2:	They are collecting donations for a Food Drive for a local food bank.
Grade 3:	They are collecting donations for the New Hampshire SPCA in Stratham, NH
Mrs. Hazelton	They are collecting donations for a Buddy Bench
Mrs. Kane	They are collecting donations for a Buddy Bench
Ms. MacDonald	They are collecting donations for a Buddy Bench
Mrs. Vengren	They are collecting donations for the Run of the Savages and the Jimmy Fund
Grade 5	They are collecting donations for the Plaistow Lions Club

Pollard Staff We purchased toys, clothing, gift cards, wrapping paper & bows to assist the Lion's Club in purchasing Christmas gifts for our Pollard Students in need

- Pollard School celebrated our school spirit last week. Our student council came up with the themes for each day of the week that included Crazy Hair Day, Disney Day, Frozen Day, and Super Hero Day and wrapped up the week with an Ugly Sweater Day. It was a great seeing what everyone came up with for each theme. Pictures of Spirit Week can be found on our school website.

Sandown North

- Sandown North is collaborating with the Sandown Food Pantry to make sure no families in need will go without food this holiday season.
- The Annual Book Fair was once again a huge success. The fair was open one evening for parents to return to make holiday purchases. Some books and authors were definite favorites!
- The Foreign Language in the Elementary School (FLES) students are working on a project where they will be designing stars to represent themselves as individuals. Each classroom has a different star design and each star will be used to assemble a tree on the wall. The stars will show that while there are many similarities in the different Spanish cultures, there are also many differences that make them unique. We are assembling the tree in order to show students that they are not only important as individuals, but also as part of their smaller classroom culture and bigger Sandown North culture.
- Our students connect with our Sandown North families and community through High Five Friday. Chief Gordon and Officer Troisi were the first ones to greet our students with a high five. Since then, we have had parents, a grandfather dressed as a lion, a grandmother dressed as herself, and a Boy Scout leader. It is such a simple way to connect, yet so powerful for all. It makes our day!
- All week, staff has had fun celebrating the holidays. We have had an ugly sweater day, a hot chocolate day, a cookie day, and more to come. It's fun to laugh and share the camaraderie with colleagues.
- Holiday parties for the students are happening at different times and in different ways. Parents are a big part of our celebrations and we could not do what we do without them. We really appreciate their willingness to give time and energy to make the events a success.

TLC@ Sandown Central

- Our enrollment is continuing to rise with 4 new students who started in the last two weeks. We have 166 students total with 99 in preschool and 67 in Kindergarten.
- Kindergarten has been active with their intervention groups and we have seen a significant increase in scores after six weeks.
- Our "Jeans with a Purpose Fridays" has grossed over \$400.00 that has helped Sandown Central families in need. We have also donated over 100 items for the food pantry and supported the toy and clothing drive in town.
- We are lucky to have six Timberlane High School Owls set to come once a week to read with our students. This is a wonderful partnership that we are happy to continue fostering this year.

Middle School

- Annual Spelling Bee competition held with the following results: 1st Place: Anna Hammer (7th grader); 2nd Place: Cameron Dionne (6th grader); and 3rd Place: Autumn Miller (8th grader). Many thanks to our three judges, Maegan Koelker, Elise Solloway, and Julie Anderson. Special thanks to Anne Licciardello, who served as Moderator and did an amazing job. The students who participated this year showed class and dignity towards one another. Thank you to all those who witnessed the Spelling Bee and brought their students so they could support this event. Lastly, special thanks to Dick Magoon and Bob Gustafson, from the Atkinson Lions Club, who continue to sponsor this wonderful event and presented the top three with trophies and the others with plaques.
- Wednesday 12/20 the 8th grade class attended The Christmas Carol at the North Shore Music Theater. This was the culmination of the 8th grade unit based around the classic book.
- On Friday 12/21, A travelling group of actors will present five plays of classic stories. Our students will experience a taste of Broadway in the PAC. Students in the past have enjoyed this unique theater experience. Students have spent time in Language Arts exploring each of the texts that they will see presented live on stage. For more information on the theater company and their show, please visit: <http://www.chambertheatre.com/ourshows/encore>.

High School

- Update on Mealey's Meals we have surpassed our goal of \$10,000.00 and we have raised \$13,000.00 with one more fundraisers to go. We are helping 115 families and over 250 children this year. All our students and staff are helping to raise money for Mealey's Meals and just want to give a "Shout Out" to the parents and let them know how awesome their children are.
- December 22 – Mealey's Meals Assembly 9:50am-11:00am students can attend the faculty basketball game, Milkman Show at the Pac, go to the Library or café.
- Mid-Terms and Finals Schedule (Pending no Snow days) Jan 16 A Block 1 & 2, Jan 17 B Block 1 & 2, Jan 18, A Block 3 & 4 and Jan 19 B 3 & 4
- January 24th - History Book Club will have a reading of their new book pick "Symphony for the City of the Dead" and special musical performance featuring Sarah Cronin, Sophia Duphily, Jessica Helie and Louise Pajak. This is a volunteer book club and the performance is well worth attending.

Athletics

- Winter sports are going well. All teams are competing well. Congratulations to the girls' basketball team for their good start to the season. The girls have won their last two games.
- We have had several female swimmers qualify for the Division 1 State Meet already.

Performing Arts

- Pollard Winter Concert—Monday, January 8th - 7:00pm—PAC Auditorium
- Danville Winter Concert - Wednesday, January 10th - 7:00pm—PAC Auditorium
- Sandown Winter Concert—Tuesday, January 16th - 7:00pm—PAC Auditorium
- Atkinson Winter Concert—Wednesday, January 17th - 7:00pm—PAC Auditorium