

TIMBERLANE REGIONAL SCHOOL BOARD

ATKINSON, DANVILLE, PLAISTOW, SANDOWN

THURSDAY, MAY 18, 2017

Regular Meeting - 7:15 PM

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

**The board will meet at 7PM to recognize former board members
Rob Collins and Jack Sapia for their service on the School Board.**

AGENDA

1. **7:15 PM** Call to Order – Chair (10 minutes)
2. Roll Call – Clerk
3. Pledge of Allegiance
4. **Public Hearing to Ratify Election Results**
5. **Student Representative Report/Delegates and Individuals**
6. **Current Business**
 - a. **7:30PM** Donation – ExxonMobil – ACTION (5 minutes)
 - b. **7:35PM** Curriculum – First Read – ACTION (10 minutes)
 - c. **7:45PM** Sandown North Enrollment/Action Plan* – INFORMATION/ACTION (30)
 - d. **8:15PM** Food Service Bids* – ACTION (10 minutes)
 - e. **8:20PM** Meal Account Balances – ACTION (15 minutes)
 - f. **8:35PM** Danville Oil Storage Tanks Bid – ACTION (10 minutes)
 - g. **8:45PM** Summer Hours – ACTION (5 minutes)
 - h. **8:50PM** Policies – First Read – ACTION (5 minutes)
 - i. **8:55PM** School Board Goals – Draft II – ACTION (15 minutes)
7. **9:10PM** Administrator's Report
 - a. Update on School Activities – INFORMATIONAL
8. **9:15PM** Personnel Report
9. **9:20PM** Committee Reports
10. **9:25PM** Reports of the School Board
11. **9:30PM** Approval of Minutes
 - a. May 4th public and nonpublic sessions
12. **Correspondence Folder**
13. **Vendor and Payroll Registers**
14. **9:35PM** Other Business
15. **Non-public** (if needed)
16. **Future Dates**

DATE	MEETING TYPE	LOCATION	TIME
May 24	Tentative SAU Board Meeting	SAU	7:00 PM
June 1	Regular Board Meeting	SAU	7:30 PM
June 15	Regular Board Meeting	SAU	7:30 PM

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 18, 2017 School Board Meeting

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

4. Public Hearing to Ratify Election Results

*This is a public hearing per House Bill 329 to ratify the March election results. Governor Sununu has already ratified the result of all individuals who were elected to any position. At the last board meeting, the board agreed to ratify the remaining school district election results as allowed under HB329. Because this is a public hearing, the board must allow testimony from the public before the board closes the hearing and votes. **Sample motion to ratify: to legalize, ratify and confirm the actions taken at the Timberlane Regional School District election that was postponed due to severe weather.***

5. CURRENT BUSINESS

a. Donation - ExxonMobil – 5 minutes

Mark Pedersen to present request to accept a donation from ExxonMobil in the amount of \$2,500 to support the April STEM Camp. See policy KCD. ACTION

b. Curriculum – First Read – 10 minutes

Curriculum team to provide quick overview of the curriculum slated for first read (music, art, FACS, ICT, and business). Board members were asked to review the curriculum online prior to the meeting. Second read scheduled for June 15th. ACTION

c. Sandown North Enrollment/Action Plan – 30 minutes

Jo-Ann Georgian to present anticipated enrollment and action plan in preparation of the Sandown housing boom. ACTION

d. Food Service Bids – 10 minutes

Geoff Dowd to present a bid analysis and recommendation for the food service contract. ACTION

e. Meal Account Balances – 15 minutes

Geoff Dowd to present a report on meal account balances over \$300 and an action plan for collecting the debt. ACTION

f. Danville Oil Storage Tank Bid – 10 minutes

Jim Hughes to provide an update to be provided on the project. ACTION

g. Summer Hours – 5 minutes

Dr. Wilson will be seeking approval to establish a 4-day work week during the summer months for Timberlane buildings. This practice has been used in the past as a cost-savings measure. ACTION

h. Policies – 5 minutes

Donna Green to present one policy for first read. ACTION

i. School Board Goals – Draft II – 15 minutes

Board to finalize board goals for 2017-18 school year. ACTION

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

a. Cleaner Greener Event Rescheduled to June 3

b. NELMS Spotlight School – TRMS

7. PERSONNEL REPORT – Dr. Metzler to present (if needed)

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. APPROVAL OF MINUTES

Two sets: May 4th public and nonpublic meetings.

11. **CORRESPONDENCE** – *please be sure to review the correspondence folder.*
12. **VENDOR AND PAYROLL REGISTERS** – *please be sure to review and sign vendor and payroll registers.*
13. **OTHER BUSINESS**
14. **NON-PUBLIC**
15. **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.*

June 1, 2017	
1:1 Chromebooks	<i>Ken Henderson</i>
Pickup Patrol Update	<i>Ken Henderson</i>
Summer Hiring Process	
Summer Facilities Projects Overview	
Field Trip Requests	<i>Spain, Germany</i>
Projected Surplus	
Tuition Rates for 2017-18	
Sound Study Bid Updates	
Government Club Update	<i>Ryan Richman and Students</i>
Donation – Pavilion benches	<i>Sandown PTA (\$3,000)</i>
Donation – Football Boosters	
Legal Update	

June 15, 2017	
Policies	<i>First Read</i>
Suspension Authorization	
Federal Funding Authorization	
Schedule July and August Meetings	
Curriculum – Second Read	<i>ICT, FACS, Music, Art, Business</i>

TIMBERLANE REGIONAL SCHOOL DISTRICT 2017 ANNUAL VOTING RESULTS

#1: Election of Officers		<u>Atkinson</u>	<u>Danville</u>	<u>Plaistow</u>	<u>Sandown</u>
School Board (3 yr term)		Brian J. Boyle	Kimberly Farah	Susan Sherman	
Budget Committee (3 yr term)		Julie Hammond	Jennifer Caruso	Michael Mascola	
District Moderator (3 yr term)		Steven Ranlett	Steven Ranlett	Steven Ranlett	Steven Ranlett

		<u>Atkinson</u>	<u>Danville</u>	<u>Plaistow</u>	<u>Sandown</u>	Total	Pass/Fail
# 2: Operating Budget	YES	832	602	808	420	2662	PASS
	NO	166	354	207	155	882	
#3: Capital Reserve Fund	YES	713	428	677	291	2109	PASS
	NO	296	523	335	287	1441	
#4: 3-Year Collective Bargaining Agreement (Timberlane Support Staff Union)	YES	718	469	694	304	2185	PASS
	NO	282	480	315	283	1360	
#5: Authorization for Special Meeting on Cost Items	YES	812	599	772	379	2562	PASS
	NO	178	327	226	202	933	
#6: General Acceptance of Reports	YES	911	693	839	445	2888	PASS
	NO	75	212	141	134	562	
#7: Change auditing Firms on Warrant Petition by Donna Green et al	YES	783	635	746	404	2568	PASS
	NO	178	261	220	166	825	
#8: Vote of Confidence in TRSD Superintendent on Warrant Petition by Shawn O'Neil et al	YES	588	451	570	207	1816	PASS
	NO	365	440	393	357	1555	

2017 MARCH VOTING RESULTS



School Law Advisory

April 26, 2017

Bill Addresses Results of Postponed School District Elections and Annual Meetings

Provided by members
of Drummond
Woodsum's School
Law Group

On Friday, April 21, 2017, Governor Sununu signed HB 329. The bill applies to all school districts that postponed their elections or annual meetings due to the severe snow storm on March 14. The bill is effective immediately. HB 329 is organized in two parts.



James A.
O'Shaughnessy

First, upon passage, the bill ratified the elections of all individuals who were elected to any position in a school district. No additional action is necessary with respect to elected officials and, to the extent it was necessary, the bill confirms that those elected officials now hold legal title and right to their office.



Matthew H. Upton

Second, the governing body (e.g., school board) may hold a "properly noticed" public hearing to legalize, ratify, and confirm all "actions, votes, and proceedings" held at any school district election or annual meeting postponed on March 14.



Meghan S. Glynn

The notice of the public hearing must be published "in a newspaper of general circulation in the town or district" and posted on the school district's website at least 72 hours in advance of the public hearing. Because it is a public hearing, the school board must allow testimony from the public on all sides of the proposed vote to ratify before the school board closes the hearing and votes.

Following the public hearing, the school board may vote to "legalize, ratify, and confirm" the actions taken at the election or meeting postponed on March 14 due to severe weather. Passage requires a simple majority vote of the school board. The bill specifically states that the school board's decision must be in writing and must be "posted in the same manner" as the results of the postponed election or meeting."

The bill does not require the school board to hold a public hearing or to take a ratification vote, and the decision is up to the school board. The general consensus is that school districts that approved a bond at a postponed ballot session, or approved a collective bargaining agreement, a lease-purchase agreement, or any other action subject to challenge will want to carefully consider ratification. The school board should discuss and vote on whether to hold a public hearing at a meeting (or at a special meeting) so as to ensure certainty with respect to the next fiscal year.

If the school board votes to pursue ratification, the public hearing can be scheduled on the same night as a regularly scheduled meeting or on a different night. The provisions of RSA 91-A apply to all aspects of the public hearing and subsequent vote.

Please reach out to us if you have any questions or concerns.

If you have any questions about any of the topics discussed in this advisory, please contact Drummond Woodsum.

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CHAPTER 20
HB 329 - FINAL VERSION

04/06/2017 1322s
04/06/2017 1332s
20Apr2017... 1486-CofC

2017 SESSION

17-0578
01/06

HOUSE BILL **329**

AN ACT establishing a committee to study balance billing and authorizing municipal ratification of certain meetings and elections.

SPONSORS: Rep. Luneau, Merr. 10; Rep. Myler, Merr. 10; Rep. Wallner, Merr. 10; Rep. Butler, Carr. 7; Rep. Williams, Hills. 4; Rep. Cahill, Rock. 17; Rep. Knirk, Carr. 3; Sen. Feltes, Dist 15

COMMITTEE: Commerce and Consumer Affairs

AMENDED ANALYSIS

This bill establishes a committee to study balance billing by health care providers.

This bill also provides for municipal ratification of postponed meetings and elections scheduled to occur March 14, 2017.

Explanation: Matter added to current law appears in ***bold italics***.
Matter removed from current law appears [~~in brackets and struck through.~~]
Matter which is either (a) all new or (b) repealed and reenacted appears in regular type.

CHAPTER 20
HB 329 - FINAL VERSION

04/06/2017 1322s
04/06/2017 1332s
20Apr2017... 1486-CofC

17-0578
01/06

STATE OF NEW HAMPSHIRE

In the Year of Our Lord Two Thousand Seventeen

AN ACT establishing a committee to study balance billing and authorizing municipal ratification of certain meetings and elections.

Be it Enacted by the Senate and House of Representatives in General Court convened:

1 20:1 Committee Established. There is established a committee to study balance billing by
2 health care providers.

3 20:2 Membership and Compensation.

4 I. The members of the committee shall be as follows:

5 (a) Four members of the house of representatives, appointed by the speaker of the house
6 of representatives.

7 (b) One member of the senate, appointed by the president of the senate.

8 II. Members of the committee shall receive mileage at the legislative rate when attending to
9 the duties of the committee.

10 20:3 Duties. The committee shall study the practice of balance billing by health care providers
11 for services received by an insured person at an in-network health care facility.

12 20:4 Chairperson; Quorum. The members of the study committee shall elect a chairperson from
13 among the members. The first meeting of the committee shall be called by the first-named house
14 member. The first meeting of the committee shall be held within 45 days of the effective date of this
15 section. Three members of the committee shall constitute a quorum.

16 20:5 Report. The committee shall report its findings and any recommendations for proposed
17 legislation to the speaker of the house of representatives, the president of the senate, the house
18 clerk, the senate clerk, the governor, and the state library on or before November 1, 2017.

19 20:6 Authorization for Municipal Ratification of Meetings and Elections.

20 I. Due to the concern about an impending snowstorm, some New Hampshire towns and
21 school districts rescheduled their 2017 elections from Tuesday, March 14, 2017 to various later
22 dates. The towns and school districts assert that this unprecedented action was based on advice of
23 lawyers for the New Hampshire Municipal Association and other counsel. This advice was given
24 despite the absence of any mechanism to accommodate such a rescheduling with regard to other
25 provisions of New Hampshire election law. This advice was also directly contrary to both the
26 political calendar and the election procedure manual, which are required to be prepared
27 cooperatively by the secretary of state and the attorney general and distributed to local election
28 officials. Those who advised local officials that they had the authority to reschedule elections have
29 placed some municipalities in an untenable position. Of particular concern to the general court was

CHAPTER 20
HB 329 - FINAL VERSION
- Page 2 -

1 the lack of notification for rescheduled elections and the irregular process of absentee voting and
2 recounts. These municipalities must now choose to accept the ramifications of the decision to
3 reschedule their elections or to seek ratification of that decision. Either option will likely result in
4 the disenfranchisement of voters. Since local voters were the ones most directly affected by the
5 unprecedented act of moving election day this act gives those voters a voice in the solution. This act
6 seeks to implement ratification as the least detrimental of 2 unfortunate options, but not to
7 establish precedent or to authorize these actions in future elections. This act is not intended to
8 absolve any legal counsel of liability for the advice given.

9 II. This act applies to all towns, village districts, and school districts that postponed their
10 meetings or elections that were scheduled to occur March 14, 2017, regardless of whether they have
11 adopted RSA 40:13.

12 III. All elections of individuals to serve as members of a governing body of a political
13 subdivision, school board, or any other elected position are hereby legalized, ratified, and confirmed.

14 IV. All actions, votes, and proceedings, held at any town election, town meeting, school
15 district election, school district meeting, village district election, or village district meeting, that was
16 scheduled to take place March 14, 2017, but was postponed due to weather and was held at a later
17 date, may be legalized, ratified, and confirmed by the governing body of the political subdivision
18 following a properly noticed public hearing. For the purpose of this paragraph "properly noticed"
19 shall mean 72 hours advance notice of the hearing printed in a newspaper of general circulation in
20 the town or district and on the public body's Internet website, if one exists.

21 V. The decision of the governing body to legalize, ratify, and confirm the prior actions shall
22 be in writing and shall be posted in the same manner as the results of the election, town meeting,
23 school district election, school district meeting, village district election, or village district meeting,
24 as the case may be.

25 20:7 Effective Date. This act shall take effect upon its passage.

Approved April 21, 2017
Effective Date: April 21, 2017

Exxon Mobil Corporation
22777 Springwood Village Parkway
Suite 2.0B.282
Spring, Texas 77380

Barbara Leatherwood
ExxonMobil Global Services Company
Attorney, Public and Government Affairs

ExxonMobil

April 26, 2017

Mark Pedersen
Academic Dean of STEM
Timberlane Regional High School
36 Greenough Road
Plaistow, NH 03865-2762

Dear Mr. Pedersen,

On behalf of Exxon Mobil Corporation, I am pleased to enclose a check in the amount of \$2,500 provided through a grant by ExxonMobil Foundation to support April Break STEM Camp at Timberlane Regional High School.

The Omnibus Budget Reconciliation Act of 1993 requires that recipients of charitable donations of more than \$250 provide the donor written confirmation of receipt, including the value of any goods and services provided to ExxonMobil. To comply with this Act, we ask that you return the attached acknowledgement to our office within thirty days.

We are pleased to support the educational efforts of the Timberlane Regional School District and wish you continued success.

Sincerely,



Barbara Leatherwood

Attachments

cc: Carolina Roberts

Sandown North Elementary

*Challenging learners to succeed in a
respectful environment*



2017-2018 Projected and Maximum Enrollment

355 Students Projected

GRADE LEVEL	# OF TEACHERS	# OF STUDENTS	CLASS SIZE	Maximum Per Policy	Available Seats
Grade 1	4	75	19	20	5
Grade 2	4 (3 in 2016-17)	76	19.5	23	16
Grade 3	3	60	20	23	9
Grade 4	3	66	23	26	12
Grade 5	4	78	20	26	26

Eagle Ridge Road Apartments



50 Apartments

25 3-bedroom

25 2-bedroom

Proposed New Development



Retrieved from:

https://www.google.com/search?hl=en&site=img&tbm=isch&source=hp&biw=1366&bih=638&q=houses+for+sale&oq=houses+for+sale&gs_l=img.3..0/10.2325.5952.0.6639.19.13.1.5.6.0.113.998.8j3.11.0....0...1ac.1.64.img..2.17.1027.0..0i8i30k1.Gh63av40PeE#imgrc=g61S_i1ELIfRkM:

Implications of Added Classes

1 Additional Class

This will occur in 2017-18

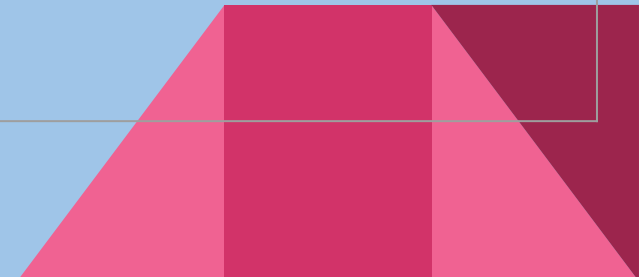
Art on a cart

2 Additional Classes

Art, Technology & Enrichment on carts

3 Additional Classes

Art, Technology, Enrichment & Music on carts





Retrieved from, <https://www.shutterstock.com/image-vector/plan>

Possible Options for Addressing Increased Enrollment

- Continue in existing space/ move UA's to carts
- Keep grade one to Sandown Central
- Add modulars
- Move all District grade 5 students to TRMS
- Propose addition to SN
- Wave class size policies and increase class sizes

Main Library



Title I Area



FLES Teacher's Office Space



Guided Reading Materials

Literacy Specialist Space



Occupational & Speech Therapy Area



Enrichment/Technology Space

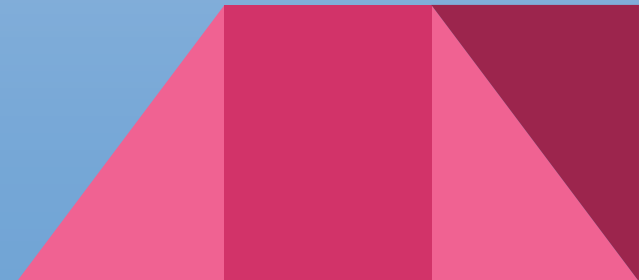


Shared Office Space



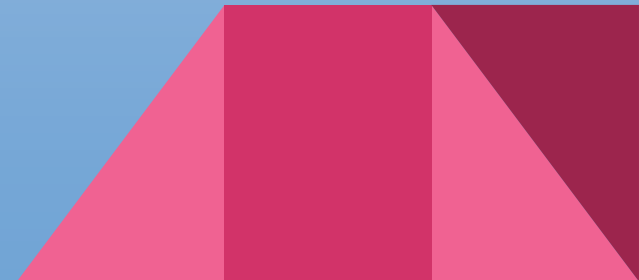
Challenges of Continuing in the Existing Space

- No literacy room
- Continued sharing of office & instructional space
- No Makerspace
- No Break Out space for small groups and testing
- Art on a Cart with no art supply storage, loss of the kiln

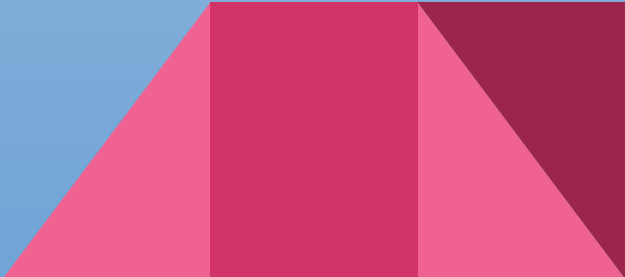


Benefits of Continuing in the Existing Space

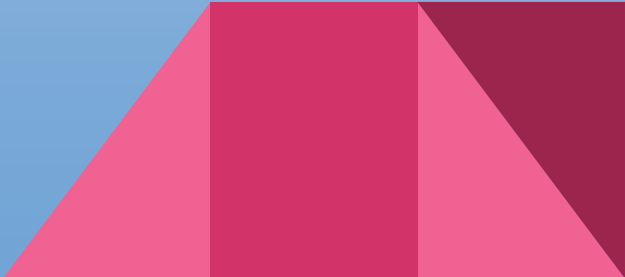
- Lowest fiscal impact
- Grades 1-5 stay together, maintaining vertical collaboration and high staff morale
- Less disruption for the school community
- Continuation of Big Buddy program



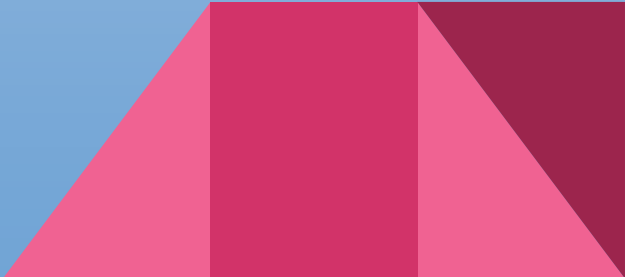
Challenges of Keeping Grade 1 at Sandown Central

- Costs incurred moving (approximately \$15,000)
 - Loss of collaboration with 2 -5 grade teachers
 - Additional staff requirements (necessary now)
 - Kitchen renovations
 - Additional busses may be needed
 - Impact on both schools' cultures
- 

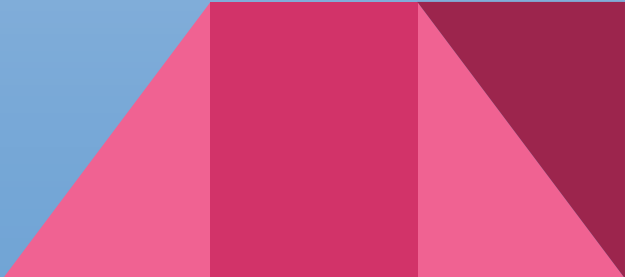
Benefits of Keeping Grade 1 at Sandown Central

- Collaboration opportunities with kindergarten teachers
 - Kindergarten students remain in familiar environment
 - First graders stay part of an early learning environment
 - Students ride on the bus with other young children
 - Stress of overcrowding is alleviated
- 


Modular Challenges

- Cost of installing
 - Time frame for installing
 - Physical separation of one grade from main building
(back and forth to main building during winter months
for nurse, art, music, library, PE, lunch, etc.)
 - Safety concerns
- 

Modular Benefits

- Addresses current population needs and overcrowding
 - Keeps staff and students together as one community
 - Allows siblings to stay together (as is the case in the other towns)
 - Provides greater consistency & continuity of services
 - Maximizes use of resources
- 

4 Additional Classrooms: Benefits

- Stress of overcrowding is alleviated
 - All Unified Arts Spaces restores (at least temporarily)
 - Technology instructional space restored
 - Library instructional space restored
 - Literacy Center restored
 - Related services space and psychologist office created
 - STEAM/Makerspace/Enrichment room established
 - Time provided to assess building project needs
- 

Timberlane Regional
School District
Food Service Management RFP



Bid Responses Due May 1, 2017

TRSD Food Service Provider



Vendor Responses

- Abbey Foodservice Group
- Whitson's Culinary Group
- Fresh Picks Café

TRSD Food Service Provider



RFP Evaluation

- Criteria articulated in RFP based on a number of factors
- Committee Composition:
 - District Elementary School Kitchen Manager
 - Business Administrator
 - Business Operations Coordinator
 - Elementary School Principal
 - High School Assistant Principal

The Abbey Group



- Overall Committee Rating: 63
- Revenue: 9% Revenue Increase; \$30K Surplus to District
- Guarantee: Not Clear -> Management Fee \$40K
- Meals Projections: 88% Breakfast Increase & 23% Lunch Increase
- AlaCarte Projections: 62% Decrease
- New Offerings: Unlimited Fresh Fruit and Vegetable Offerings
- Other Notes:
 - Meals Plus POS – (District Currently uses Nutrikids)
 - Impact on Parent Payment Process & District Hardware?
 - HQ - Enosburgh, VT, accounts in Vermont and Western N.H.
 - Financial Position 3rd Among Group

Whitsons Culinary Group



- Overall Committee Rating: 90
- Revenue: 5% Revenue Decrease; \$12.7K Surplus to District
- Guarantee: Break-even Guarantee -> \$30K Management Fee
- Meals Projections: 10% Breakfast Decrease; 3% Lunch Decrease
- Alacarte Projections: 10% Decrease
- New Offerings: Additional Non-GMO & Organic, & M.S. Salad Bar
- Other Notes:
 - \$26.9K Equipment Investment with 5 Yr. Amortization
 - DineCentral Implementation (Mgt. Information System)
 - Continued Offering of Two Meal Choices at Elementary Level
 - High Committee Score for Financial Position

Fresh Picks Café



- Overall Committee Rating: 87
- Revenue: 12.6% Revenue Increase; \$38.8K Surplus
- Guarantee: Surplus Guarantee -> \$29,750 Management Fee
- Meals Projections: 2% Breakfast Increase; 8% Lunch Increase
- Alacarte Projections: 12.6% Increase
- New Offerings: Farm-to-School, Grow Cart & Try a Bite Program
- Other Notes:
 - \$55K Equipment Investment with 5 Yr. Amortization
 - Nutrislice Interactive Menus & Digital Signage at all Buildings
 - Addition of Culinary Director
 - Good Committee Score for Financial Position

<u>Criteria</u>	<u>Weight</u>	<u>A</u>bbey	<u>W</u>hitsons	<u>F</u>resh <u>P</u>icks
Budget	20 pts	12	16	18
Experience, References and Service Capability	15 pts	9	12	15
Accounting and Reporting Systems	5 pts	2.5	5	3.5
Financial Condition	10 pts	5	10	8
Personnel Management and Training	10 pts	7	10	9
Innovation, Promotion, Marketing & Merchandising of School Lunch Program	5 pts	3	4.5	5
Involvement of Student, Staff, Patrons, & Community	5 pts	3.5	4.5	4.5
Menus, Concepts of Service, Commodities, Food Quality & Portion Size	10 pts	6	9	9
Recommended Staffing	5 pts	4	5	4.5
Clear Methodology on Return of Discounts & Credits	5 pts	3	4.5	4
Code of Conduct	5 pts	4	4.5	2.5
Procurement Procedures	5 pts	4	5	4
<i>Totals</i>	<i>100</i>	<i>63</i>	<i>90</i>	<i>87</i>

Timberlane Regional School District
Lunch Balance Update
May 18, 2017

Total # of Accts Greater than a \$300 deficit (as of April 18, 2017): 61

Out of those Balances:

of Students Enrolled in the District: 61

of Balances with Previous Year End Deficit: 61

of Balances with Previous Year Deficit > \$30: 53

of Balances which have been reduced by \$30 to \$330: 8

Total Balances Significantly Improved: 8

of Balances which have changed by not more than \$13 either way 8

of Balances which have not changed at all: 5

Total of Balances with No Change 13

of Balances which have grown \$13 to \$100: 7

Total of Balances Increasing: 7

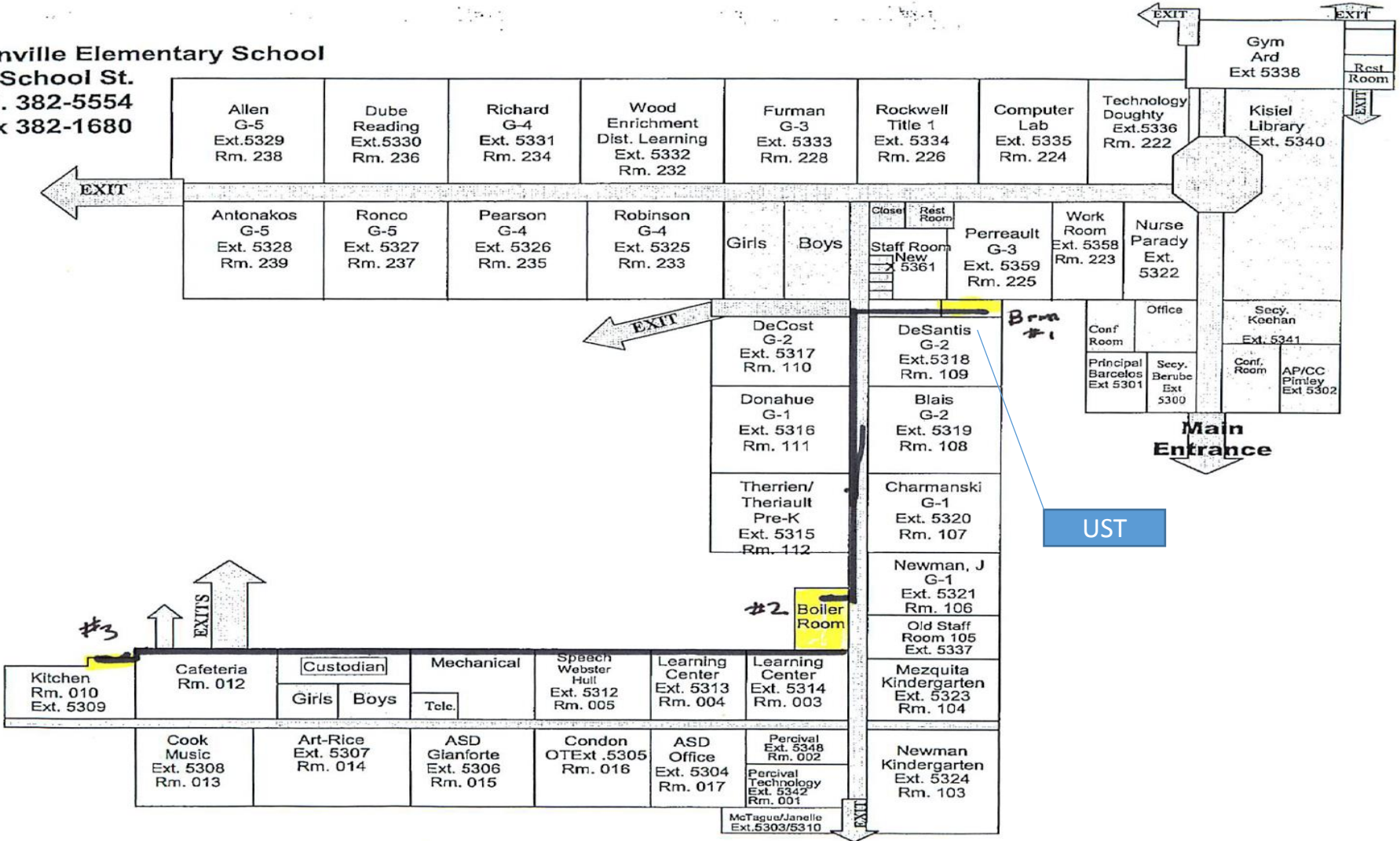
of Balances which have grown more than \$100: 33

Total of Balances Significantly Increasing: 33

Danville Elementary School Day Tanks

- Timeline
- January 30, 2017 Received letter from the NHDES
- February 14, 2017 Met with 3 engineers Robert Stockman, Chuck Corliss from NHDES & John Paradise from Lakes Region Environmental
- Toured the 3 Boiler rooms and talked about code changes.
- March 21, 2017 Received report from NHDES
- March 21, 2017 Emailed Lakes Region Environmental for a proposal for noncompliant issues
- April 7, 2017 received estimate from lakes Region Environmental

Danville Elementary School
 23 School St.
 Tel. 382-5554
 Fax 382-1680



Danville Day Tanks



Danville Day Tanks Option #1

- Install 3 25 gallon double-walled, UL listed day tanks
- With float controls stainless steel solenoid valves N/C & N/O
- Alarm monitoring (high/low fuel level, double-wall leak detection, alarm & pump motor shutdown)
- Electrical work to be completed by in-house electrician, Line voltage and control circuits

Pipe Entering Building

The coaxial pipe, (UL-971) is a underground pipe and not acceptable to be aboveground as it has no fire protection qualities. See photos #7745, 7746 & 7747.

Deficient: Provide a fabricated 18 gauge minimum steel box which will bolt to the floor and provide 100% coverage around the pipes, the transition of UL-971 pipe to schedule 40 pipe will take place in this protective box. See photo # 7932 an example.



Boiler Rooms 1, 2 & 3

Some supply and return fuel lines in the boiler room have flex lines as well as various brass components (shut off valves, check valves etc).

Deficient: The supply and return pipes from the UST to the pump and to the day tank and back to the UST are required to be schedule 40 steel pipe with ductile iron or stainless steel components. NFPA 30-12 27.2.4.



Replace flex lines and brass fittings on transfer pumps



Remove and replace all brass (or other soft metal) components in the supply pipe system with materials acceptable per NFPA 30 Chapter 27.4. To include but not limited to: ball valves, check valves, gauges, solenoids, regulators tees etc.



All copper lines from day tank to tank needs to be removed
Deficient: Replace with minimum schedule 40 steel pipe that complies with either ANSI/ASME NFPA 31,8.2.1.1 Replace approximately 600' copper piping with SCH 40 carbon steel piping, above ceilings and along the walls in the cafeteria.



Danville Elementary School Day Tanks

- Timeframe unknown
- We will need engineered plans approved by the NHDES before work can start, we would like to have project completed over the summer.
- Total estimated cost of project \$97,500.00

Danville Elementary School Option #2

Large pipe

- Fabricated from a large diameter schedule 40 steel pipe with welded ends and fittings. See example photo of a vertical large pipe system, photo 1663.
- Could be constructed to meet the same approximate volume of the existing day tank.
- A diaphragm switch would be added to control the fuel pump on/off activation.
- Piping/valves etc that don't comply with NFPA 30 may comply with NFPA 31 as noted above and could remain.

Danville Elementary School Option #2



Danville Elementary School Option #2

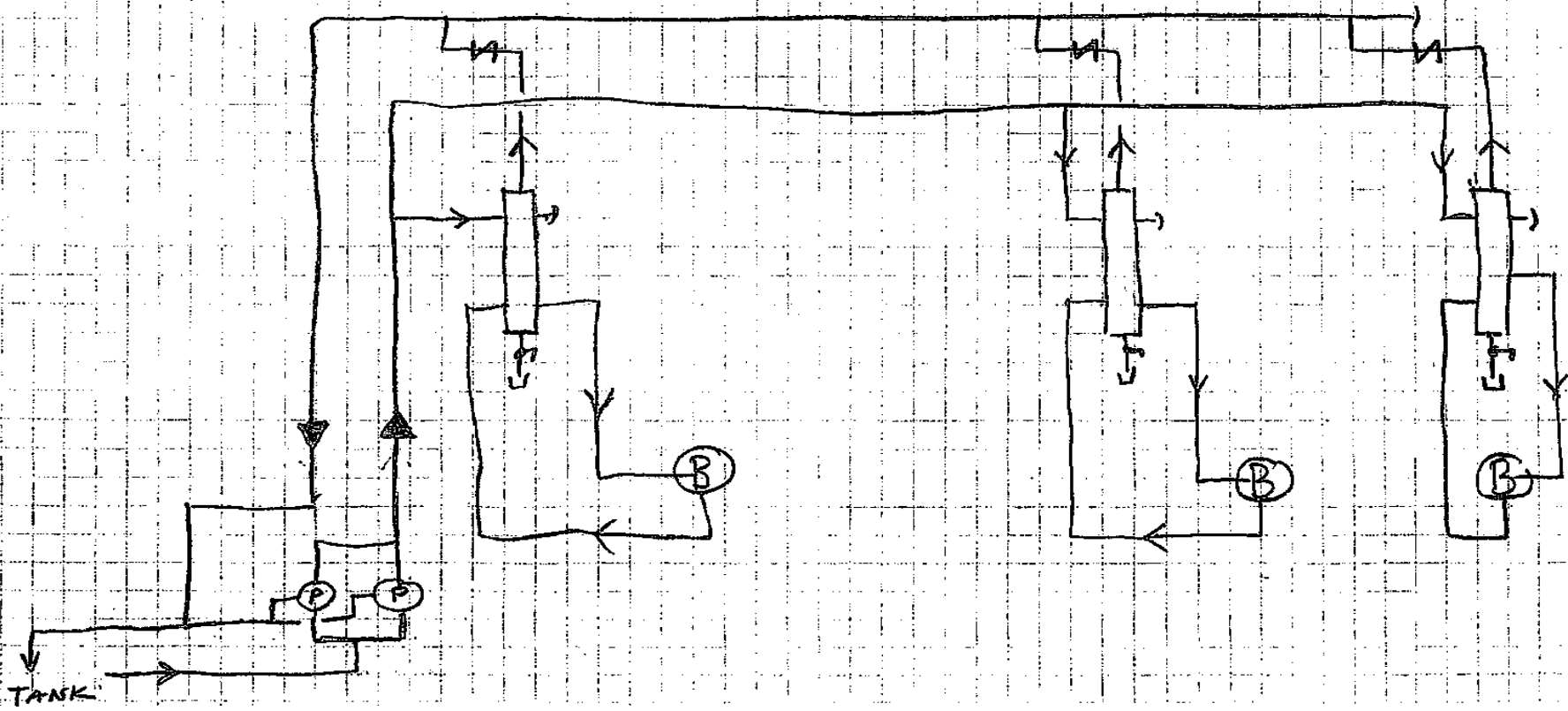
Includes:

- Engineered drawings for state approval
- (3) Large pipe manifolds (one for each boiler room)
- New 3/4" APT double wall flex pipe from underground tank to existing pump station
- Remove and dispose of (3) existing day tanks
- Install 2nd oil pump in tandem with existing for emergency backup (Note: 2nd pump already exists in boiler room)
- Connect new pump station to existing oil supply line
- Connect existing oil supply line to (3) new large pipe manifolds
- Run new 1"- 3/4" steel return line from new pump station to (3) new large pipe manifolds
- Connect (3) new large pipe manifolds to existing oil burners
- Provide and install new controls as needed to start oil pump station
- Labor
- Permits

Excludes:

- Wiring

Contract Price: \$49,620.00



365 January 2017

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	1	2	3	4	5	6	7
2	8	9	10	11	12	13	14
3	15	16	17	18	19	20	21
4	22	23	24	25	26	27	28
5	29	30	31				

365 February 2017

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
5				1	2	3	4
6	5	6	7	8	9	10	11
7	12	13	14	15	16	17	18
8	19	20	21	22	23	24	25
9	26	27	28				

365 March 2017

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
9				1	2	3	4
10	5	6	7	8	9	10	11
11	12	13	14	15	16	17	18
12	19	20	21	22	23	24	25
13	26	27	28	29	30	31	

365 April 2017

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
13							1
14	2	3	4	5	6	7	8
15	9	10	11	12	13	14	15
16	16	17	18	19	20	21	22
17	23	24	25	26	27	28	29
18	30						

365 May 2017

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
18		1	2	3	4	5	6
19	7	8	9	10	11	12	13
20	14	15	16	17	18	19	20
21	21	22	23	24	25	26	27
22	28	29	30	31			

365 June 2017

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
22					1	2	3
23	4	5	6	7	8	9	10
24	11	12	13	14	15	16	17
25	18	19	20	21	22	23	24
26	25	26	27	28	29	30	

365 July 2017

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
26							1
27	2	3	4	5	6	7	8
28	9	10	11	12	13	14	15
29	16	17	18	19	20	21	22
30	23	24	25	26	27	28	29
31	30	31					

365 August 2017

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
31			1	2	3	4	5
32	6	7	8	9	10	11	12
33	13	14	15	16	17	18	19
34	20	21	22	23	24	25	26
35	27	28	29	30	31		

365 September 2017

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
35						1	2
36	3	4	5	6	7	8	9
37	10	11	12	13	14	15	16
38	17	18	19	20	21	22	23
39	24	25	26	27	28	29	30

365 October 2017

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
40	1	2	3	4	5	6	7
41	8	9	10	11	12	13	14
42	15	16	17	18	19	20	21
43	22	23	24	25	26	27	28
44	29	30	31				

365 November 2017

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
44				1	2	3	4
45	5	6	7	8	9	10	11
46	12	13	14	15	16	17	18
47	19	20	21	22	23	24	25
48	26	27	28	29	30		

365 December 2017

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
48						1	2
49	3	4	5	6	7	8	9
50	10	11	12	13	14	15	16
51	17	18	19	20	21	22	23
52	24	25	26	27	28	29	30
1	31						

- 1 Jan** New Year's Day
- 16 Jan** Martin Luther King Day
- 12 Feb** Lincoln's Birthday
- 14 Feb** Valentine's Day
- 20 Feb** Presidents Day
- 28 Feb** Mardi Gras Carnival
- 12 Mar** Daylight Saving (Start)

- 17 Mar** St. Patrick's Day
- 1 Apr** April Fool's Day
- 14 Apr** Good Friday
- 16 Apr** Easter
- 17 Apr** Easter Monday
- 5 May** Cinco de Mayo
- 14 May** Mother's Day

- 20 May** Armed Forces Day
- 29 May** Memorial Day
- 4 Jun** Pentecost
- 5 Jun** Pentecost Monday
- 14 Jun** Flag Day
- 18 Jun** Father's Day
- 4 Jul** Independence Day

- 4 Sep** Labor Day
- 11 Sep** September 11th
- 17 Sep** Citizenship Day
- 22 Sep** Native American Day
- 9 Oct** Columbus Day
- 16 Oct** Boss's Day
- 21 Oct** Sweetest Day

- 31 Oct** Halloween
- 5 Nov** Daylight Saving (End)
- 11 Nov** Veterans' Day
- 23 Nov** Thanksgiving
- 7 Dec** Pearl Harbor
- 25 Dec** Christmas Day
- 31 Dec** New Year's Eve

<p>Timberlane Regional School Board</p>	<p>Policy Code: BGF</p>
<p>Adopted: 09-20-01 Revised: 03-17-16 Revised:</p>	<p>Page 1 of 1</p>

WAIVING, SUSPENDING AND REVOKING POLICIES

Waiving a Policy

The Board may waive a policy only when all the following conditions are met:

- the proposed policy to be waived has been publicly announced to the School Board at least one week prior to the Board's vote;
- the waiver is for a one-time action by the *Board or* administration;
- the vote is held at a properly noticed meeting; and
- a majority of Board members present agree.

In cases of emergency meetings, or justifiable situations where inadequate prior notice was given the Board, a majority vote by all Board members present is required to waive a policy.

Suspending a Policy

Policies may also be suspended by the Board but only when all the following conditions are met:

- the proposed policy to be suspended has been publicly announced to the School Board at least one week prior to the Board's vote;
- the proposed suspension stipulates a specific time period for the suspension, after which the policy comes back into force;
- the policy is not suspended for more than one academic year;
- the policy and intention to suspend shall be included in the Board's agenda packet; and
- a two-thirds majority vote of the entire Board membership in favor at a properly noticed, regular meeting in which written notice of the policy to be suspended was included on the agenda.

Revoking a Policy

Policies may be revoked when all the following conditions have been met:

- a majority vote of the Policy Committee to recommend revocation at least two weeks prior to a Board vote;
- the Policy Committee takes into consideration any associated policies and procedures that may need to be rescinded or amended; and
- inclusion on the Board's agenda of the policy and intention to revoke.

School Board Goals 2017-2018

- 1) **Moved first** Academic: 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.

Rationale: To ensure that Timberlane continues gains in academic achievement.

Action: The board will receive timely and comprehensive reports regarding all major assessment results by June 30, 2018.

- 2) Strategic Planning: the board will complete a solid strategic plan.

Rationale: The district's long-term educational needs will determine the facility needs. Once we have a clear grasp on facility needs, the board can plan for capital improvements with more confidence.

Action: Strategic Plan Standing Committee will appoint a chairman and meet at least once a month. Superintendent Metzler is to be a member of this committee.

Outcome: **A detailed and specific plan will be provided to the board no later than June 1, 2018. (deleted:district's facility needs)**

- 3) Budgeting: the board will take an active role in the budgeting process and will strive to provide all parties with budget transparency in a timely manner.

Rationale: The board can assist the budget committee by directing the SAU to prepare a draft budget in keeping with financial directives established in advance by the school board.

Action: School board is to meet during the summer for budget decisions.

The board will continue to review and support the CIP for 2017-2018

The board will use class size **in the high school** to rationalize course offerings.

Provide the budget committee with ample detailed financial information in an optimally useable format.

Provide the budget committee with an executive summary of budget objectives.

The board will oversee the default budget and will require the default budget to be an additional column in proposed budget documents.

Outcome: School board proposed budget will be given to the budget committee in Early October 2017.

- 4) Campus grounds and athletic equipment: the board will dedicate appropriate resources to campus grounds and athletic equipment.

Rationale: The board realizes a need to address the state of our playing fields, our campus

grounds and our athletic equipment. Maintaining and striving to improve what the taxpayers have entrusted to us for the benefit of our students demonstrates good management and encourages pride in our district.

Action: The board will obtain an expenditure breakdown by sport and by teams. This will ensure equity between male and female athletes as well as helping us understand the best overall use of our athletic dollars now and in the future.

The board will continue to explore environmentally responsible water sources for grounds care and be open to other options for improvement to our fields.

Help the Superintendent and Athletic Director look at the possibility of intramural teams.

The board will approve a comprehensive plan for the maintenance and approval of all District campuses and grounds by June 2018

Outcome: Better field conditions, better kept school grounds generally, and better long-term planning for athletic needs such as equipment and uniforms.

5) Drug Awareness: the board will work with community partners and school district leaders to keep the public aware of efforts regarding the substance abuse epidemic.

Rationale: Prevention is paramount.

Action: The board will make this a focus of the Wellness Committee.

The Student Assistance Web page will be maintained.

The board will support public forums (3) and school-based anti-drug initiatives.

Outcome: Increased awareness of substance abuse epidemic

6) High Achieving Learners: the district will investigate ways to improve and expand options for high-achieving learners from K-8.

Rationale: Timberlane currently offers little by way of acceleration to high-achieving learners in K-8. This brings down our overall academic achievement and does not engage the full potential of our students.

Action: The district will provide a written report to the board no later than September, 2017 with recommendations for a more comprehensive program.

Outcome: The board hopes to have agreed on a course of action for 18-19 to better engage these young learners in time to provide for these recommendations in the 18-19 budget.

7) Communications: the board values community good will and understands that the foundation of good will rests on honesty, responsiveness and responsibility. The board will attempt to increase community participation at board meetings, public hearings and at Deliberative Session and to encourage feedback to improve our performance.

Rationale: The board's job is to represent the public's interests. Public concerns cannot be known without an active desire on the part of the board to hear all sides of an issue, public accessibility of documentation and to explore a full range of perspectives from the public.

Action: **The Superintendent Advisory Committees will establish a schedule of reporting to the school board as necessary.** The board will revise its policy on correspondence and emails to the board, and will encourage public comment at all meetings which may include changes to board communication practices and meeting procedures.

8) **Reports:** The SB will ensure a list of all forms due at the state level with due dates and filed dates. **The school board will continue to review annual report to ensure significant content is accessible to the public by annual meeting 2018. The board will review and provide the annual and auditor reports to the community in a timely manner (moved from goal 7) .**