

TIMBERLANE REGIONAL SCHOOL BOARD

ATKINSON, DANVILLE, PLAISTOW, SANDOWN

THURSDAY, JUNE 15, 2017

Regular Meeting - 7:30 PM

Dr. Earl Metzler, II, Superintendent
Dr. Roxanne Wilson, Asst. Superintendent

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

AGENDA

1. **7:30 PM** Call to Order – Chair (10 minutes)
2. Roll Call – Clerk
3. Pledge of Allegiance
4. Student Rep Report (Introduction of 2017-18 Rep)/Delegates and Individuals
5. Current Business
 - a. **7:40PM** Eagle Scout Project* – ACTION (5 minutes)
 - b. **7:45PM** Government Club* – INFORMATIONAL (10 minutes)
 - c. **7:55PM** Curriculum – Second Read – ACTION (5 minutes)
 - d. **8:00PM** Pickup Patrol* – ACTION (10 minutes)
 - e. **8:10PM** Strategic Planning Update – ACTION (5 minutes)
 - f. **8:15PM** Athletic Trainer Contract – ACTION (10 minutes)
 - g. **8:25PM** Summer Projects Overview – INFORMATIONAL (10 minutes)
 - h. **8:35PM** TTA Climate Update* – INFORMATIONAL (30 minutes)
 - i. **9:05PM** Policies – First Read – ACTION (5 minutes)
 - j. **9:10PM** Suspension Authorization – Action (5 minutes)
 - k. **9:15PM** Federal Funding Authorization – ACTION (5 minutes)
 - l. **9:20PM** Schedule July Work Sessions – ACTION (5 minutes)
6. **9:25PM** Administrator's Report
 - a. Update on School Activities – INFORMATIONAL
 - b. Preliminary Enrollment Numbers – INFORMATIONAL
7. **9:35PM** Personnel Report
8. **9:40PM** Committee Reports
9. **9:45PM** Reports of the School Board
10. **9:50PM** Approval of Minutes
 - a. June 1st public session
11. Correspondence Folder
12. Vendor and Payroll Registers
13. **9:55PM** Other Business
14. Non-public (Legal Update)
15. Future Dates

DATE	MEETING TYPE	LOCATION	TIME
July TBD	Summer Work Session		
July TBD	Summer Work Session		

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 June 15, 2017 School Board Meeting

1-4. OPEN MEETING *Self-explanatory.*

5. CURRENT BUSINESS

a. Eagle Scout Project – 5 minutes

Tim Trassati to present his Eagle Scout project to construct an outside whiteboard kiosk at Atkinson Academy to be used for an outdoor classroom. The board needs to approve the project and accept the donation of the materials. This project has been vetted and approved by the school principal, the facilities director and SLT. ACTION

b. Government Club – 10 minutes

Students to present on 2017 Government Club's Harvard Model and Youth and Government activities. INFORMATIONAL

c. Curriculum – 5 minutes

Second read and adoption of ICT, FACS, Music, Art, Business and Industrial Technologies curriculum. ACTION

d. Pickup Patrol – 10 minutes

Ken Henderson to provide stats associated with the school dismissal app used at the elementary and middle school this past year as a free pilot. Looking for board approval to purchase the app for 2017-18. ACTION

e. Strategic Planning Update – 5 minutes

Dr. Wilson to provide update on drafting a new strategic plan and to request funds to contract a consultant to facilitate the extensive work to be conducted. ACTION

f. Athletic Trainer Contract – 10 minutes

Angelo Fantasia to answer any questions regarding the athletic contract. The contract amount has not gone up since its first contracted year in 2013 (\$29,320). Policy DJE states that existing services that continue to meet the needs of the district shall be subject to an annual review and may not need to go out to bid. ACTION

g. Summer Projects Overview – 10 minutes

Jim Hughes to present an overview of the facilities projects scheduled for summer 2017. Chairman Boyle also asked that he present a second list of items (wish list) recommended for completion in the event the summer projects are completed under budget. INFORMATIONAL

h. TTA Climate Update – 30 minutes

Ryan Richman and Jennifer Toth to present on the TTA climate survey. INFORMATIONAL

i. Policies – 5 minutes

Donna Green to present one policy BEA School Board Meetings. ACTION

j. Suspension Authorization – 5 minutes

Annual board authorization for Superintendent and Assistant Superintendent to suspend students beyond 10 days as outlined in RSA 193:13. Suggested motion language: To authorize the Superintendent and his designee to continue the suspension of a student for a period in excess of ten school days as provided for in RSA 193:13(b). ACTION

k. Federal Funding Authorization – 5 minutes

Each year the board must authorize the Superintendent, Assistant Superintendent, and Business Administrator to apply for and receive, on behalf of the District, federal and state grants/funding. SAMPLE MOTION: ... to authorize Dr. Metzler, Dr. Wilson, and Geoff Dowd to apply for and receive on

behalf of the District federal and state grants and funding and to file such authorization with the NH Department of Education. ACTION

1. Schedule July Work Sessions – 5 minutes

The board to schedule work sessions for the month of July. ACTION

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

- a. Update on School Activities – INFORMATIONAL*
- b. Enrollment Projections per Policy IIB*

7. PERSONNEL REPORT – Dr. Metzler 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. APPROVAL OF MINUTES

One set: June 1st public meeting.

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

September 21, 2007	
TSSU Update	<i>September 2017</i>

Back Burner List	
Admin Org Chart	
Kindergarten Committee Report	
School Board Correspondence Process	
Achieve300 Usage	
Middle/High School Buses	
Auditors to Bid	
Internal Controls Audit	
End of Year Review of Curriculum Work	<i>Under Committee Reports</i>
Joint Meeting with BudCom	<i>November 21st (tentative)</i>

Tim Trasatti Eagle Scout Project

Outdoor Classroom at Atkinson Academy

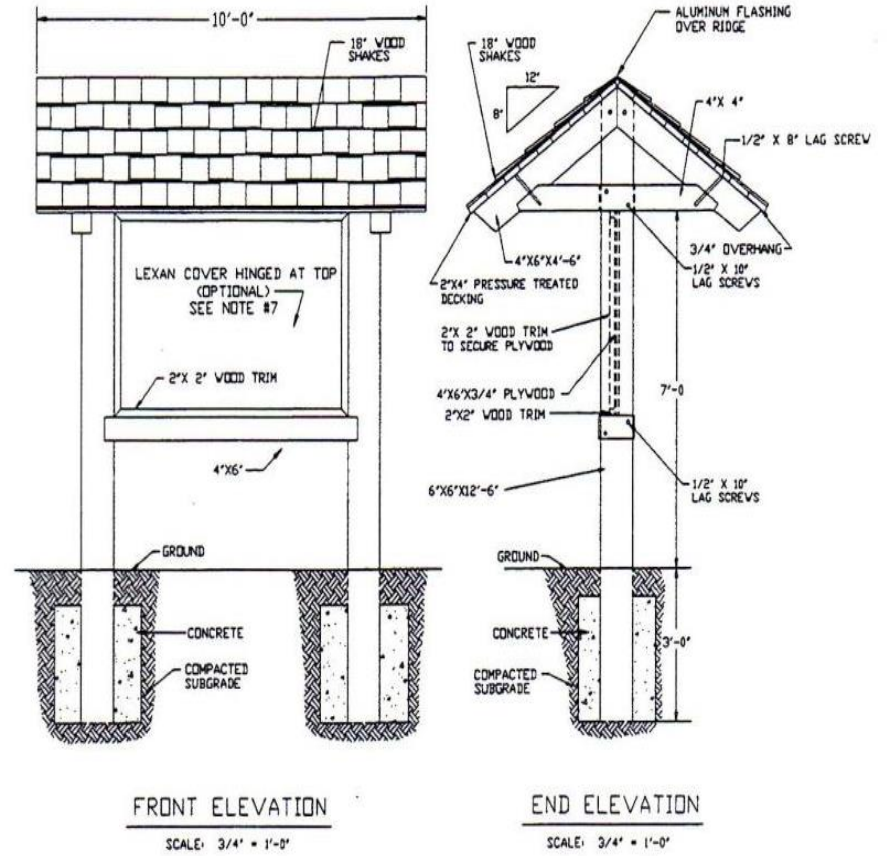


I plan to build a chalkboard kiosk in the front of Atkinson Academy near the circular ring of benches.


I also plan to landscape the area by putting in new bark mulch.

This will allow classes to go outside and learn in a different environment than the classroom they are used to.

Designs



Items	Cost
Materials	\$620
Supplies	\$50
Tools	\$50
Other: Snacks, drinks, etc.	\$50
Total Cost	\$770-\$800



HARVARD MODEL CONGRESS AND YOUTH AND GOVERNMENT 2017

2/23/2017-2/26/2017 (HMC)

4/7-8/2017 (Y&G)



Harvard Model Congress

Writing, debating, and voting on legislation



Harvard Model Congress



Harvard Model Congress



Harvard Model Congress



Harvard Model Congress

Won 3 awards: 2 Best Delegate and 1 Honorable Mention, beating almost exclusively charter and private schools



YMCA Youth and Government



Youth and Government



Youth and Government



Youth and Government



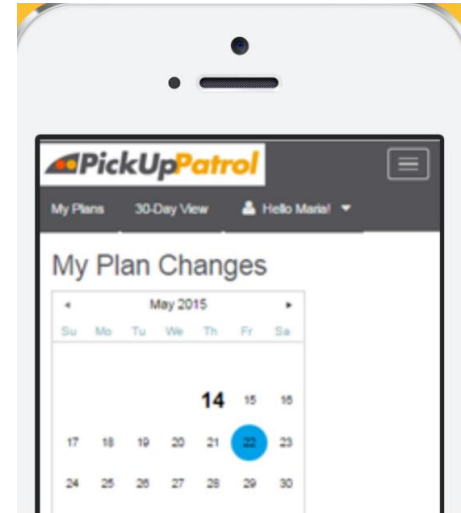


Pickup Patrol

**Timberlane School
Board Update
June 15, 2017**

Pickup Patrol Overview

- Easy for parents to make changes
 - Smart Phones
 - Tablets
 - Computer
- Centralized database on changes
- Safe and secure
 - Parents sign up with registered email with district
 - Confirmation emails sent on plan changes
- Parents can schedule up to a year's worth of changes
- Frees up school resources



Implementation Plan Summary

- “Soft” launch started by schools on 3/13 at K-8 schools
- Parents have the ability to start using app - started 4/3 (parents sent invites via email)
- Notified parents - press release, social media, etc
- Free trial this year at all schools
- Feedback has been overwhelmingly positive
- \$3,300/year to cover K-8 starting in 2017-18

Plans Processed = 7,910

School	March (starting 3/13)	April (Parents 4/3)	May	June (through 6/7)	Total
Atkinson	277	447	658	140	1,522
Danville	129	511	819	204	1,663
Pollard	362	763	1,004	218	2,347
TLC at SC	28	61	77	20	186
Sandown North	234	310	458	90	1,092
TRMS	79	336	572	113	1,100

Registered Parents Using PUP

School	Number of Registered Parents Using PUP
Atkinson	$188/351 = 54\%$
Danville	$155/309 = 50\%$
Pollard	$241/437 = 55\%$
TLC at SC	$83/193 = 43\%$
Sandown North	$184/379 = 49\%$
TRMS	$424/1,055 = 40\%$
Total	$1,275/2,724 = 47\%$

Next Steps

- Looking for approval from board to continue program
- Possibly putting HS on for additional \$1,900
- Using PUP for absences
- Increase parent usage

Timberlane Regional School District	Policy Code: DJE
Adopted: 01-03-91 Revised: 06-19-08 Revised: 05-08-14	Page 1 of 1

BIDDING REQUIREMENTS

The Superintendent is required to get written competitive bids on purchases of supplies, materials, equipment, and contractual services in the amount of \$10,000 or more. As a general rule, purchases of \$1,000 or more per item will require at least three competitive documented quotes for the open market. All purchases made in the open market shall be consummated after careful evaluation.

When bidding procedures are used, bids shall be advertised appropriately. Suppliers shall be invited to have their names placed on mailing lists to receive invitations to bid. When specifications are prepared, they will be mailed to all merchants and firms who have indicated an interest in bidding.

All bids must be submitted in sealed envelopes, addressed to the Superintendent, and plainly marked with the name of the bid and the time of the bid opening. Bids shall be opened at the time specified and all bidders and other persons shall be invited to be present.

The Superintendent reserves the right to reject any or all bids and to accept that bid which appears to be in the best interest of the district. The Superintendent also reserves the right to waive any formalities in, or reject, any or all bids or any part of any bid. Any bid may be withdrawn prior to the scheduled time for the opening of bids. Any bid received after the time and date specified, shall not be considered. The Superintendent also reserves the right to negotiate with a bidder when all bids exceed the budgeted appropriation.

The bidder to whom the award is made shall be required to enter into a written contract with the district with appropriate bonding. Contractors shall be required to provide a certificate of insurance.

Specialized educational and related services are exempt from this policy when the interests of children so dictate (i.e. textbook purchases, psychological services, etc.).

Existing services that continue to meet the needs of the district shall be subject to an annual review and may not need to go out to bid.

Legal References:

RSA 194-C:4 II (a), Superintendent Services

NH Code of Administrative Rules, Section Ed. 303.01 (b), Substantive Duties of School Boards



- Sports Medicine and Orthopedic Private Practice
- Offices in Plaistow, Portsmouth, Raymond, Exeter, Rochester and Dover
- Currently provide athletic training and or physician services at; Timberlane High School and Middle School, Epping High School and Middle School, Raymond High School, Exeter High School, Winnacunnet High School, Portsmouth High School and Middle School and Philips Exeter Academy
- Local office at 13 Plaistow Road
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Access Sports Medicine - Service Highlights

- Free sports physicals with donations given to your school
- Future EKG screening for sudden cardiac death
- Physician coverage at home football games
- Free baseline ImPACT concussion testing at both middle and high school level
- Athletic training room physician clinic
- Education seminars on injury prevention, wellness, concussion and strength and conditioning
- Increase in accepted insurances to better serve your community
- Automated External Defibrillator (AED) donation
- Sponsorship of Timberlane wrestling, football, baseball, and stadium scoreboard. Annual attendance at Timberlane Health and Wellness Fair.



ATHLETIC TRAINING SERVICES CONTRACT

TIMBERLANE REGIONAL SCHOOL DISTRICT 2017-2018

Date: **5/25/2017**

Athletic Director: Angelo Fantasia
Superintendent of Schools: Dr. Earl Metzler

Business Administrator: George Stokinger

1.0 INTRODUCTION

- A. Access Sports Medicine agrees to provide comprehensive athletic training services to the Timberlane Regional School District.

2.0 CONTRACT PERIOD

- A. One year term including the 2017-2018 school year.

3.0 PROPOSED SERVICES:

- A. Access will provide a NATA Board Certified and NH licensed Athletic Trainer to Timberlane Regional High School and a second NATA Board Certified and NH licensed Athletic Trainer to Timberlane Regional Middle School. The High School Athletic Trainer will provide training room, practice and game coverage for a minimum of twenty (20) hours per week in the fall, twenty (20) hours per week in winter and twenty (20) hours per week in the spring. Monday through Friday on regular school days unless there is a scheduled game. Home game coverage will be provided pursuant to the season schedule(s). Away game coverage is limited to only varsity football. The hours of coverage will be determined by the Athletic Director of the High School and Access Sports Medicine; and will vary according to the High School's needs and the Access Athletic Trainer's availability during a given season. Coverage resulting from any changes to the agreed upon schedules will be contingent upon availability of Access Sports Medicine to provide it.
- B. The Middle School Athletic Trainer will provide training room practice and game coverage for a total of twelve and a half (12.5) hours per week in the fall, twelve and a half (12.5) hours per week in the winter and twelve and a half hours (12.5) per week in the spring. Monday through Friday on regular school days unless there is a scheduled game. Home game coverage will be provided pursuant to the season schedule(s). The hours of coverage will be determined by the Athletic Director of the Middle School and Access Sports Medicine; and will vary according to the Middle School's needs and the Access Athletic Trainer's availability during a given season. Coverage resulting from any changes to the agreed upon schedules will be contingent upon availability of Access Sports Medicine to provide it.
- C. Access uses the following definition of a certified athletic trainer: an allied health professional that has successfully completed the college/university undergraduate degree; fulfilled the certification of the NATA; has passed the NATA certification examination administered by the NATA Board of Certification. The six domains of Athletic Training as defined by the NATA-BOC are:
 - I. Prevention of athletic injuries.



2. Recognition and evaluation of athletic injuries.
 3. Management, treatment and disposition of athletic injuries.
 4. Rehabilitation of athletic injuries.
 5. Organization and administration of the athletic training programs.
 6. Education and counseling of athletes and coaches.
- D. In conjunction with the Athletic Director, the Athletic Trainer will supervise the organization and management of the athletic training room.
- E. Accurate records will be kept by the Athletic Trainer on all athletes referred to, evaluated, or treated by the Athletic Trainer. Records will be kept in the athletic director's office or in the school nurse's office, on a strictly confidential basis.
- F. When indicated, the Athletic Trainer will refer the athlete to the appropriate health care professional only after consultation with and prior approval from the parents or guardian.
- G. The parents/guardians, appropriate coaches, Athletic Trainer, Athletic Director and School Nurse will be notified of all athlete injuries and any findings affecting the athlete's status.
- H. Any athlete referred to Access Sports Medicine & Orthopaedics by the Athletic Trainer will be given an appointment within 24 hours at the Access Plaistow location (2.5 miles from both middle school and high school) Monday - Friday, or will have the option to go to the Access Walk-In Injury Clinic in Exeter, NH (16.5 miles away). Access Walk-In Injury Clinic is open Monday through Saturday at One Hampton Rd in Exeter. Access Sports Medicine has office locations in Plaistow, Exeter, Raymond, Rochester, Portsmouth, and Dover.

Contracted Insurances /Health Plans

- a. Access Plaistow location **contracted insurances** include: Aetna, Anthem/Blue Cross Blue Shield, Blue Choice, HMO Blue NE, MT Blue, Mass, Federal Champ VA Cigna (including Cigna Tufts PPO Carelink and Great West), First Health, HCVM, and Harvard Pilgrim Health Plan ****Stride Rite HMO Okay**** ****Evaluate Health HMO only for PT and OT****
Health Plans include: Maine Community Health, Medicare, Minuteman Health PPO (uses First Health network) NH Medicaid ****NOT NH HEALTHY FAMILIES OR MERIDIAN**** Oxford Secure Horizons PPO, TUFTS HMO (needs cross-border referral from PCP) ,Tufts PPO, United Health Care and United Health Care/Harvard Pilgrim United Health Care, Medicare Solutions PPO (MEDICARE REPLACEMENT) ,Veterans Choice
- b. Access Exeter location **contracted insurances** include: Aetna, Anthem/Blue Cross Blue Shield, Blue Choice, HMO Blue NE, MT Blue, Mass, Federal Champ VA Cigna (including Cigna Tufts PPO Carelink and Great West), First Health, HCVM, and Harvard Pilgrim Health Plan ****Stride Rite HMO Okay**** ****Evaluate Health HMO only for PT and OT****
Health Plans include: Maine Community Health, Medicare, Minuteman Health PPO (uses First Health network) NH Medicaid ****NOT NH HEALTHY FAMILIES OR MERIDIAN**** Oxford Secure Horizons PPO, TUFTS HMO (needs cross-border referral from PCP) ,Tufts PPO, United



Health Care and United Health Care/Harvard Pilgrim United Health Care, Medicare Solutions PPO (MEDICARE REPLACEMENT) ,Veterans Choice

- c. Access Raymond location **contracted insurances** include: Aetna, Anthem/Blue Cross Blue Shield, Blue Choice, HMO Blue NE, MT Blue, Mass, Federal Champ VA Cigna (including Cigna Tufts PPO Carelink and Great West), First Health, HCVM, and Harvard Pilgrim Health Plan ****Stride Rite HMO Okay**** ****Evaluate Health HMO only for PT and OT****

Health Plans include: Maine Community Health, Medicare, Minuteman Health PPO (uses First Health network) NH Medicaid ****NOT NH HEALTHY FAMILIES OR MERIDIAN**** Oxford Secure Horizons PPO, TUFTS HMO (needs cross-border referral from PCP) ,Tufts PPO, United Health Care and United Health Care/Harvard Pilgrim United Health Care, Medicare Solutions PPO (MEDICARE REPLACEMENT) ,Veterans Choice

- d. Access Rochester location **contracted insurances** include: Aetna, Anthem/Blue Cross Blue Shield, Blue Choice, HMO Blue NE, MT Blue, Mass, Federal Champ VA Cigna (including Cigna Tufts PPO Carelink and Great West), First Health, HCVM, and Harvard Pilgrim Health Plan ****Stride Rite HMO Okay**** ****Evaluate Health HMO only for PT and OT****

Health Plans include: Maine Community Health, Medicare, Minuteman Health PPO (uses First Health network) NH Medicaid ****NOT NH HEALTHY FAMILIES OR MERIDIAN**** Oxford Secure Horizons PPO, TUFTS HMO (needs cross-border referral from PCP) ,Tufts PPO, United Health Care and United Health Care/Harvard Pilgrim United Health Care, Medicare Solutions PPO (MEDICARE REPLACEMENT) ,Veterans Choice

- e. Access Portsmouth location **contracted insurances** include: Aetna, Anthem/Blue Cross Blue Shield, Blue Choice, HMO Blue NE, MT Blue, Mass, Federal Champ VA Cigna (including Cigna Tufts PPO Carelink and Great West), First Health, HCVM, and Harvard Pilgrim Health Plan ****Stride Rite HMO Okay**** ****Evaluate Health HMO only for PT and OT****

Health Plans include: Maine Community Health, Medicare, Minuteman Health PPO (uses First Health network) NH Medicaid ****NOT NH HEALTHY FAMILIES OR MERIDIAN**** Oxford Secure Horizons PPO, TUFTS HMO (needs cross-border referral from PCP) ,Tufts PPO, United Health Care and United Health Care/Harvard Pilgrim United Health Care, Medicare Solutions PPO (MEDICARE REPLACEMENT) ,Veterans Choice

- f. Access Dover location **contracted insurances** include: Aetna, Anthem/Blue Cross Blue Shield, Blue Choice, HMO Blue NE, MT Blue, Mass, Federal Champ VA Cigna (including Cigna Tufts PPO Carelink and Great West), First Health, HCVM, and Harvard Pilgrim Health Plan ****Stride Rite HMO Okay**** ****Evaluate Health HMO only for PT and OT****

Health Plans include: Maine Community Health, Medicare, Minuteman Health PPO (uses First Health network) NH Medicaid ****NOT NH HEALTHY FAMILIES OR MERIDIAN**** Oxford Secure Horizons PPO, TUFTS HMO (needs cross-border referral from PCP) ,Tufts PPO, United Health Care and United Health Care/Harvard Pilgrim United Health Care, Medicare Solutions PPO (MEDICARE REPLACEMENT) ,Veterans Choice

****Disclaimer: All contracted insurances/health plans are subject to change.***



- I. The Athletic Trainer will remain as consistent and visible as possible to facilitate an effective working relationship with the Athletic Director, coaches and athletes at the school. The Athletic Trainer will be at the competition site during specified game coverage. Priority coverage of simultaneous athletic events will be determined per agreement of the Athletic Director and Athletic Trainer.
- J. During practice sessions, the Athletic Trainer will coordinate athletic training duties out of the training room at the start of each day and then will proceed to the practice areas.
- K. In the event that the Athletic Trainer is unable to cover the contract because of sickness or any other reason, Access may substitute an equally qualified Athletic Trainer and/or other clinical staff who will provide services within their scope of practice, so long as staff is available.
- L. In the event of an injury sustained by an opposing team player, the Athletic Trainer will provide immediate first aid injury assessment/care, and if necessary, the Athletic Trainer will follow up with a call to the opposing team player's school.
- M. The Athletic Trainer will be available upon request to provide educational programs throughout the school year. Programs could include, but are not limited to, information provided to coaches, parents, and health classes on prevention and care of athletic injuries, nutrition, or general first aid and concussions for athletes.
- N. Subject to availability a Physician will be present at all pre-season meetings with athletes, coaches, and parents to discuss injury prevention, proper training techniques or other topics suggested by the coaches and/or Athletic Director.
- O. Athletic Trainer will implement, if so desired by the school, a Student Athletic Trainer Program.
- P. The Athletic Trainer will be evaluated by the Athletic Director at the conclusion of each year. The evaluation will be confidential and will be provided in writing to the Access Athletic Training Director. If at any time during the Terms of this Agreement, the School has any concerns with
- Q. respect to the Athletic Trainer's performance, the School shall immediately contact the Access Athletic Training Director.

4.0 MEDICAL PROGRAMS PROVIDED BY ACCESS SPORTS MEDICINE:

- A. The Athletic Trainer will provide additional injury evaluation assessment to School athletes within the scope of the cost of proposal.



- B. Access Sports Medicine & Orthopaedics will have the right to publicize that they provide athletic training services to the Timberlane Regional School District. Any onsite promotions shall occur only with the prior approval of the Athletic Director.
- C. As employees of Access Sports Medicine & Orthopaedics, Athletic Trainers will wear apparel including but not limited to shirts, jackets, hats, and pants featuring the Access logo at all times while providing athletic training services either at the School or when traveling with teams.
- D. Coverage for rescheduled makeup events if given at least 48 hours notice of the change. With less than 48 hours notice, Access Sports Medicine will make every attempt to provide coverage but cannot guarantee it.
- E. Access Sports Medicine & Orthopaedics will provide comprehensive concussion management services to student athletes of the Timberlane School District.
 - a. The Athletic Trainer will provide ImPACT baseline testing to all participant athletes (ages 11 and older). Baseline testing will be administered and tracked by the Athletic Trainer. Athletes will be eligible for a repeat baseline once every two (2) school years.

ImPACT is a research-based 20 minute computer test developed to help medical professionals determine an athlete's readiness to return to play. ImPACT is recognized as one tool in a concussion management protocol. *It should be understood that ImPACT alone will not be used for medical clearance and determining return to play.*
 - b. Access will provide verification of ImPACT Baseline Testing by a Credentialed ImPACT Consultant (CIC) Physician and identification of any flagged or abnormal tests. Tests may be sent for review by a neuropsychologist if deemed necessary by CIC Physician.
 - c. Post-Injury Concussion Management will be available to Timberlane School District athletes using the comprehensive and customized Access Sports Medicine Protocol. Methodology used in protocol includes but is not limited to:
 - i. Preseason ImPACT baseline testing
 - ii. Post-Injury ImPACT testing and interpretation by a Credentialed ImPACT Consultant
 - iii. Patient-specific work and school accommodation evaluation
 - iv. Vestibular Rehabilitation
 - v. Sub-symptom threshold exercise training
 - vi. Zurich Guideline Return to Play Protocol
 - vii. Post-Concussion Syndrome treatment
 - viii. Omega-3 Fatty Acid Supplementation

**ImPACT Baseline Test administration and verification is included in the Athletic Training Services Contract. Initial post-injury identification, evaluation, and post injury management by the athletic trainer is included in the Athletic Training Services Contract. Because all post concussion athletes now require Physician and Parental clearance for return to sport (NH Concussion Law RSA 200:50) and have the option to receive post-concussion care by a physician of their choice, the billing for those same Physician services will be the responsibility of the injured athlete and are not included in the services to*



be rendered under this Contract. Any services provided onsite at the school by an Access Sports Medicine Physician or Athletic Trainer are included under this contract and not billed separately to the school or the athlete.

- F. Access Sports Medicine & Orthopaedics will provide CSMi Sports Ware Online Injury Tracking for use by the Athletic Trainer as an online way to record, manage and report athlete information.
- G. Included in this proposal, Access will provide Physician coverage (when available) for all home football games.
- H. Access will also provide Physician injury clinics in the athletic training room at Timberlane Regional High School, as a part of the cost proposal, to be scheduled and coordinated by the ATC.
- R. Access will provide all student athletes the opportunity to receive a sports pre-participation physical at any one of our designated sports physical nights scheduled each July or August prior to pre-season training for Fall Sports, which shall be in the scope of the cost proposal.
- S. For an additional charge to participating athletes, Access will provide a 4-6 week speed and agility clinic each summer at Timberlane Regional High School. Access Sports Medicine sees a dramatic decrease in injuries in the athletes that participate in strength and conditioning programs. Athletes will have the opportunity to participate in the clinic at a significant discount to regular rates.

5.0 SERVICES PROVIDED BY THE TIMBERLANE REGIONAL SCHOOL DISTRICT:

- A. The Schools will provide the appropriate space, equipment, equipment maintenance and supplies necessary to conduct operations safely and adequately as determined by the Athletic Director and Athletic Trainer.
- B. Double Coverage: An additional trainer will be provided for the dates that need double coverage only if those dates are negotiated at the beginning of the school year with the Access Athletic Training Director. Also, Access cannot guarantee double coverage for games that are moved to an off-site location, but will make the best effort to find a second Athletic Trainer with proper notification by the Athletic Director. There is no additional charge for double coverage.
- C. Support and assistance to the Athletic Trainer in coordinating medical treatment for injured athletes.
- D. Materials and supplies as determined by the Athletic Trainer.
- E. The Athletic Director will provide event schedule coverage request to Access Sports Medicine in writing at least four weeks prior to the first coverage of each season.



- F. The School understands and agrees that the Athletic Trainer will have final say over whether an injured athlete may resume competition in a practice or game situation, if a physician who is under contract with or acting on behalf of the School is not present.
- G. All injuries will be screened by the Athletic Trainer. If the Athletic Trainer is not present the coach must notify the Athletic Trainer regarding any injuries within 24 hours or as soon as possible.
- H. The School agrees to notify the Athletic Trainer of all schedule changes at least 48 hours prior to the event whenever possible.
- I. Immediate notice of event cancellation.
- J. The School shall obtain the Authorization for Sports Medicine Services and Consent to Treatment for each student participating on any sports team or who otherwise uses the services of the Athletic Trainer. The School shall use the form attached hereto as Exhibit A and incorporated herein by reference. Copies of such Authorization Forms shall be placed in the student's record located in the School Nurse's office, Athletic Director's office or the athletic training room.
- K. The School understands and agrees that the Athletic Trainer is supervised by clinical staff at Access Sports Medicine & Orthopaedics and that the Athletic Trainer will discuss confidential information, as appropriate, with his or her supervisor for treatment or operational purposes as authorized by law and consistent with Exhibit A.
- L. The School will support the efforts of ImPACT Testing and concussion awareness and education, by agreeing to participate, allowing education of parents, coaches and athletes, as well as supplying a computer lab of PCs or MACs in order to coordinate supervised baseline testing. All computers must have an external mouse. Installing the ImPACT local install option on all School computers used for testing is preferred. School computers should have and Macromedia Flash Player 10.1 or newer and a broadband internet connection. (Explorer 6.0 and above or FireFox 1.5 or above or Safari for the MAC running OSX 10.2or above). All other tech requirements will be supplied to the School for preparation prior to testing.
- M. The School shall obtain the ImPACT Permission Slip for each student athlete who is being tested with the ImPACT test. The School shall use the form attached Hereto as Exhibit B and incorporated herein by reference. Copies of such ImPACT Permission Slip shall be placed in the student's record located in the Athletic Directors office.
- N. The school shall support the efforts of using CSMi Sports Ware Online Injury Tracking by supplying a computer or tablet in the Athletic Training room with internet connection in order to successfully access the program.
- O. At the School's option, an acceptable location for Access Sports Medicine's banner or sign to be displayed at all home athletic events.
- P. If made available by the school, game PA announcements and event program advertisements recognizing Access Sports Medicine as the provider of Timberlane Regional School District athletic training services at all home events.



6.0 EXPERIENCE

- A. Access Sports Medicine & Orthopaedics currently provides comprehensive Athletic Training Services for Exeter High School in Exeter, NH, Winnacunnet High School in Hampton, NH, and Portsmouth High School in Portsmouth, NH., Epping High/Middle School in Epping, NH. Access Sports Medicine & Orthopaedics provides part-time or per diem trainer coverage for, Raymond High School in Raymond, NH, Newmarket High School in Newmarket, NH, and Portsmouth Christian Academy in Dover, NH. Access provides physician coverage and athletic training room visits for Phillips Exeter Academy in Exeter, NH.

All Athletic Training Services rendered by Access Sports Medicine & Orthopaedics are overseen by Sports Medicine Physicians and the Director of Athletic Training. Athletic Trainers employed by Access maintain regular contact with staff physicians, all athletic trainers meet quarterly to share ideas and ways to improve the programs or troubleshoot concerns at participating schools.

7.0 PROFESSIONAL REFERENCES:

- A. Bill Ball – Athletic Director – Exeter High School, Exeter, NH
bball@sau16.org – (603)775-8406
a. Access provides comprehensive Athletic Training Services for Exeter High School.
- B. Carol Dozibrin – Athletic Director – Winnacunnet High School, Hampton, NH
cdozibrin@winnacunnet.org – (603) 926-3395
a. Access provides comprehensive Athletic Training Services for Winnacunnet High School.
- C. Rus Wilson – Athletic Director – Portsmouth High School, Portsmouth, NH
rwilson@portsmouth.k12.nh.us – (603) 436-7100
a. Access provides comprehensive Athletic Training Services for Portsmouth High School.
- D. Gordon Coole – Head Athletic Trainer – Phillips Exeter Academy, Exeter, NH
gcoole@exeter.edu – (603) 777-3491
a. Access provides physician medical coverage and training room visits for Phillips Exeter Academy athletics.
- E. Davinney Brazeau – Athletic Director – Raymond High School, Raymond, NH
d.brazeau@sau33.com – (603) 895-6616
a. Access provides per diem game coverage and athletic training room visits at Raymond High School. Access provides ImPACT baseline testing administration.
- F. Larry Averill – Athletic Director – Epping High School, Epping, NH
averill@sau14.org – (603) 679-5472
a. Access provides per diem game coverage and athletic training room visits at Epping High School. Access provides ImPACT baseline testing administration.
- G. Jamie Hayes – Athletic Director – Newmarket Junior/Senior High School, Newmarket, NH
jhayes@newmarket.k12.nh.us – (603) 292-7962
a. Access provides per diem game coverage and athletic training room visits at Newmarket Junior Senior High School. Access provides ImPACT baseline testing administration.



8.0 INSURANCE:

- A. Access agrees to maintain current professional liability insurance for a minimum of \$1,000,000/\$3,000,000. Access will make available proof of insurance to the Athletic Director.
- B. Both the Timberlane Regional School District and Access Sports Medicine & Orthopaedics will agree to indemnify and hold each other harmless from and against all claims, demands, cost, expense, and losses caused by the negligence of the other party.

9.0 COST PROPOSAL

- A. The Timberlane Regional School District agrees to pay Access Sports Medicine a flat rate of \$29,320 for the 2017-2018 school year for all of the services listed within above contract. This includes the requested Athletic Training services for both Timberlane Regional High School and Timberlane Regional Middle School. Any services offered by Access Sports Medicine & Orthopaedics that are not included in this flat rate have been clearly identified within the proposal.

10.0 PAYMENT SCHEDULE

- A. \$9,773.34 for the fall season will be due no later than November 30, 2017.
- B. \$9,773.33 for the winter season will be due no later than March 30, 2018.
- C. \$9,773.33 for the spring season will be due no later than June 30, 2018.
- D. Payments are to be paid to the order of Access Sports Medicine and sent directly to:
 - Access Sports Medicine
 - Attn: Mary Lovely
 - 1 Hampton Road
 - Exeter, NH 03833

10.0 BACKGROUND CHECKS

Athletic Trainer serving the school shall pass a satisfactory criminal background reference. In accordance with N.H. R.S.A. 189:13-a, any Athletic Trainer serving the school shall, through the administrative offices of the School (SAU #55), submit a criminal history records release form to the New Hampshire state police which shall conduct a criminal history records check through its records and through the Federal Bureau of Investigation. The School and SAU #55 shall maintain the confidentiality of all criminal history records information received and shall destroy said records in compliance with N.H. R.S.A. 189:13-a. Access Sports Medicine & Orthopaedics is responsible for background check fees.



11.0 CONTACTS

A. All questions and inquiries regarding this proposal should be directed to:

Nicole Spaulding, MSM, ATC, NHLAT, CES, CPT-NASM
Director of Athletic Training Services
(603)775-7575 ext. 3111 – nspaulding@accesssportsmed.com

Thank you for your consideration.

Contract Proposal 2017-2018:

The parties agree to adopt this proposal and to activate athletic training services for the 2017-2018 academic years, consistent with the finalized event schedule. This agreement may be terminated at the conclusion of the 2017-2018 academic year with four weeks written notice given by either party or by mutual agreement at any time. Contract renewal for subsequent years will require re-negotiation.

Timberlane Regional School District
Superintendent of Schools

Date

Access Sports Medicine Administrator

Date

4600-450 2018 Projects Sites/Building Renovations				
Location	Discription	Budget	E Cost	Contractor
DE	Replace parking lot lighting with LED	12,000	12,000	In-House
HS	Replace courtyard windows & wall systems	134,000	234,000	On Hold
HS	Replace Athletic wing pneumatic with DDC BMS control	27,000	27,000	Control Technologies
HS	Change lighting under canopy to LED	3,000	3,000	In-House
HS	Door frame repairs & replacements	16,186	1,800	NESS
HS	Replace carpet interior main entrance	2,500	1,224	Institutional Interiors
HS	Interior/exterior painting projects	45,000	45,000	CK Landmark
HS	Replace 4 MAU's w/4 RTU's gas fired W/A/C	125,000	86,000	Uptack Plumbing
MS	Locker replacements 1200 wing	35,000	43,309	Shiffler Equipment
MS	Motorize basketball hoops	10,000	8,570	Hussey Advantage
MS	Automatic bleachers	18,800	16,300	Hussey Advantage

428,486

4600-450 2018 Projects Sites/Building Renovations				
Location	Discription	Budget	E Cost	Contractor
MS	Enlarge meeting area off of the café	30,000	30,000	Various contractors
	Phase V exterior painting	14,500	14,500	CK Landmark
	Paint all exterior doors	6,000	6,000	CK Landmark
	Replacement door and hardware rms 1405 & 1406	13,500	13,500	NESS
PS	Upgrade Bldg. Mgt. Sys. To internet based system	25,000	25,000	Control Technologies
	Remove & replace 10 recirculation pumps with 2 VFD controled pumps	35,000	15,840	Uptack Plumbing
PAC	Paint stamped asphalt in at main entrance	4,800	4,800	CK Landmark
	Acoustical upgrades to Band/Practice rooms	40,000	40,000	TBD
TLC @ SC	Ceiling at main enrtance	5,800	5,800	CK Landmark
District	Window replacements	10,000	0	In-House

184,600

4200-430 **2018 Projects Sites/Building Renovations**

Location	Discription	Budget	E Cost	Contractor
HS	Phase 5 paving	125,000	148,981	Busby Construction
HS	Build JV & MS softball dugouts	25,000		In-House
PS	Repave access road behind school	28,500	27,927	Busby Construction
PS	Front step repairs	2,500	2,800	Busby Construction
PS	Drain lining	2,500	5,750	Busby Construction
TLC @ SC	ADA ramp	25,000	5,300	Aseltine Carpentry

Priority Deferred Maintenance Wishlist

Location	Discription	E Cost
AA	4th grade boy's restroom uniral partitions	TBD
DE	Repair metal door frame at triple door exit in 87 wing	1,100
	Girl's & Boy's gang restroom partitions	TBD
District	Install security glass and pass thru at reception areas in all buildings	39,500
HS	Outlets for 46 interactive projectors (\$250 per outlet)	11,500
	Replace front parking light and pole w/ LED	8,000
	Irrigation pond possible expansion and dredging	174,750
	Installation of doors at the café glass wall system	10,291
	installation of deck on storage container on soccer field	4,040
	clean up and screen loam behind the school for Grounds usage	3,940
	Loading dock repairs	6,000
MS	Remove cement pad and pave walkway 8' x 24' to the PAC	2,000
	Replacement carpet for 3 offices and hallway	3,090
PAC	Replace door #2 entrance behind building	6,000
	Install metal panels, remove fencing material from stair case and entries to stage	3,850
SN	ADA restroom /Staff restroom across from Main office	25,000
TLC @ SC	Install classroom observation windows (\$4800 window systems)	7,500
	Cut thru CMU Block wall into conference room install new door system	2,100
	Sign in front of the building	20,000
	Create parking area oof of main entrance with parking lot lighting system	85,000
	Purchase and installation of age appropiate playground equipment	18,000
SAU	Front and rear door replacements	2,577

434,238

Timberlane Regional School Board	Policy Code: BEA
Adopted: 01-01-83 Revised: 11-01-90 Revised: 09-11-02 Revised: 11-19-09 Revised:	Page 1 of 2

SCHOOL BOARD MEETINGS

- A. The School Board shall *establish its meeting schedule at their annual organizational meeting after local elections. The Board will meet in the evening on the 1st and 3rd Thursdays of each month (with the exception of the month of July and the first Thursday in August) at 7:30 PM* at the SAU 55 Administration Building, ~~except that upon adequate notice and for sufficient reasons,~~ *The Board may postpone-change the time, or date, cancel or change or the location of the regular meetings, and may add or remove meetings as they deem necessary.*
- B. The order of business at a regular meeting shall be as follows:
1. Call to Order
 2. Roll Call
 3. Pledge of Allegiance
 4. Approval of Minutes
 5. Delegations and Individuals – 5 minute time limit unless waived by the Board
 6. Current Business
 7. Administrative Report
 8. Personnel Report
 9. Committee Reports
 10. Reports of School Board
 11. Correspondence Folder
 12. Vendor and Payroll Registrars
 13. Other Business
 14. Non-public Session – if needed
 15. Future Dates
- C. A Special Meeting shall be held at the call of the Chair or at the joint request of any three members. Notice shall be given of all matters that are to be considered at such special meetings. Matters other than those for which notice was given can be acted upon only if all members are present. Exceptions to this procedure would be in cases of emergency as determined by the Chair or Superintendent. In such case of emergency all members will be contacted by phone or e-mail.
- D. Regular and special meetings of the Board are open to the public and representatives of the press, except that a part of any meeting may be held in non-public session in

<p>Timberlane Regional School Board</p>	<p>Policy Code: BEA</p>
<p>Adopted: 01-01-83 Revised: 11-01-90 Revised: 09-11-02 Revised: 11-19-09</p>	<p>Page 2 of 2</p>

accordance with New Hampshire statutes. All votes, however, shall be cast in public, ~~except those authorized under~~*consistent with* RSA 91-A:3.

E. A majority of the Board shall constitute a quorum.

Meetings of the Board are conducted for the purpose of carrying on the business of the schools, and therefore are not public meetings but meetings held in public.

The Board welcomes participation of interested organizations and individuals. Advance announcement of all regular, scheduled, special and specially called meetings of the Board, together with a summary of the major topics to be discussed, ~~to legal posting and public notices to other media (newspapers, cable TV)~~*will be posted publicly in compliance with RSA 91-A, on the district's public website as well as distributed to the media.*

See Right-To-Know Law, RSA 91-A

TITLE XV EDUCATION

CHAPTER 193 PUPILS

School Attendance

Section 193:13

193:13 Suspension and Expulsion of Pupils. –

I. (a) The superintendent or chief administering officer, or a representative designated in writing by the superintendent, is authorized to suspend pupils from school for a period not to exceed 10 school days for gross misconduct or for neglect or refusal to conform to the reasonable rules of the school.

(b) The school board or a representative designated in writing of the school board is authorized, following a hearing, to continue the suspension of a pupil for a period in excess of 10 school days. The school board's designee may be the superintendent or any other individual, but may not be the individual who suspended the pupil for the first 10 days under subparagraph (a). Any suspension shall be valid throughout the school districts of the state, subject to modification by the superintendent of the school district in which the pupil seeks to enroll.

(c) Any suspension in excess of 10 school days imposed under subparagraph (b) by any person other than the school board is appealable to the school board, provided that the superintendent received such appeal in writing within 10 days after the issuance of the decision being appealed. The school board shall hold a hearing on the appeal, but shall have discretion to hear evidence or to rely upon the record of a hearing conducted under subparagraph (b). The suspension under subparagraph (b) shall be enforced while that appeal is pending, unless the school board stays the suspension while the appeal is pending.

II. Any pupil may be expelled from school by the local school board for gross misconduct, or for neglect or refusal to conform to the reasonable rules of the school, or for an act of theft, destruction, or violence as defined in RSA 193-D:1, or for possession of a pellet or BB gun, rifle, or paint ball gun, and the pupil shall not attend school until restored by the local board. Any expulsion shall be subject to review if requested prior to the start of each school year and further, any parent or guardian has the right to appeal any such expulsion by the local board to the state board of education. Any expulsion shall be valid throughout the school districts of the state.

III. Any pupil who brings or possesses a firearm as defined in section 921 of Title 18 of the United States Code in a safe school zone as defined in RSA 193-D:1 without written authorization from the superintendent or designee shall be expelled from school by the local school board for a period of not less than 12 months.

IV. The local school board shall adopt a policy which allows the superintendent or chief administering officer to modify the expulsion requirements set forth in paragraphs II and III on a case by case basis.

V. Any pupil expelled by a local school board under the provisions of the Gun-Free Schools Act of 1994 shall not be eligible to enroll in another school district in New Hampshire for the period of such expulsion. Nothing in this section shall be construed to prevent the local school district that expelled the student from providing educational services to such students in an alternative setting.

VI. A pupil expelled from school in another state under the provisions of the Gun-Free Schools Act of 1994 shall not be eligible to enroll in a school district in New Hampshire for the period of such expulsion.

VII. For purposes of paragraphs I, II, and III, school board may be either the school board or a subcommittee of the board duly authorized by the school board.

Source. RS 73:4. CS 77:4. GS 83:3. GL 91:3. PS 93:3. 1921, 85, III:10. PL 118:12. RL 137:12. RSA 193:13. 1969, 356:5. 1971, 371:6. 1994, 355:2. 1995, 231:1. 1996, 168:1, 2. 1999, 44:2, eff. Jan. 1, 2000.

School Board Goals 2017-2018

- 1) 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, with written analysis substantiating the report 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.

Outcome: A complete strategic plan will be provided to the Board no later than June 1, 2018.

- 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 goals established in advance by the school Board.

Action: 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.
Provide the budget committee with an executive summary of budget.
The Board 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 October 2017.

- 4) Campus grounds, athletic equipment and uniforms: 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.

Action: The Board will obtain an expenditure breakdown by sport and by teams,

ensuring equity and the best overall use of 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. Support the Superintendent and Athletic Director look at the possibility of intramural teams and continuing our partnerships with local community organizations. 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, 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-12.

Rationale: The Board feels that Timberlane can expand its offering to high-achieving learners in K-12. This will improve overall academic achievement and engage the full potential of our students.

Action: The district will provide a written status report to the Board no later than the last meeting in September, 2017 and recommendations to achieve this goal for the next school year (18-19).

Outcome: The Board will have an agreed upon course of action to better prepare students in time to provide 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 support increased 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 report to the school Board as necessary and provide a written report by June 30, 2018. The Board will consider re-enacting the community action committee. The Board will review/revise its policy on correspondence and emails to the Board.

The Board 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.

DRAFT