

TIMBERLANE REGIONAL SCHOOL BOARD

ATKINSON, DANVILLE, PLAISTOW, SANDOWN

THURSDAY, MARCH 5, 2015

Regular Meeting - 7:30 PM

Superintendent's Office
30 Greenough Road, Plaistow, NH

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

Nancy Steenson, Chair
Kate Delfino, Vice Chair

AGENDA

The Board will meet from 7-7:30 for a small reception to acknowledge the service of Madam Vice Chair Kate Delfino who is not seeking re-election.

1. **7:30 PM** Call to Order – Chair (15 minutes)
2. Roll Call – Clerk
3. Pledge of Allegiance
4. Approval of Minutes
 - a. February 19, 2015
5. Delegations or Individuals
6. Current Business
 - a. **7:45PM** Sandown Schools Consolidation – INFORMATIONAL/ACTION (20 minutes)
 - b. **8:05PM** 2016-17 School Calendar – ACTION (10 minutes)
 - c. **8:15PM** School Board Self Evaluation – INFORMATIONAL (10 minutes)
7. **8:35PM** Administrator's Report
 - a. Update on School Activities – INFORMATIONAL
8. Personnel Report
9. **8:45PM** Committee Reports
10. **8:50PM** Reports of the School Board
11. Correspondence Folder
12. Vendor and Payroll Registers
13. **8:55PM** Other Business
14. Non-public (if needed)
15. Future Dates

DATE	MEETING TYPE	LOCATION	TIME
March 10	Voting	Polls	
March 19	Reorganizational Meeting	SAU	7:30 PM
April 2	Regular Meeting	SAU	7:30 PM
April 16	Regular Meeting	SAU	7:30 PM
April 22	SAU Board Meeting	SAU	7:00 PM
May 7	Regular Meeting	SAU	7:30 PM
May 21	Regular Meeting	SAU	7:30 PM
June 4	Regular Meeting	SAU	7:30 PM
June 18	Regular 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 March 5, 2015 School Board Meeting

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

4. APPROVAL OF MINUTES

One set: February 19th meeting.

5. DELEGATION OR INDIVIDUALS

6. CURRENT BUSINESS

a. Sandown Schools Consolidation – 20 minutes

As motioned at the last board meeting, this topic has been placed on the agenda and listed as both an informational and action item should the board decide to take action.

b. 2016-17 School Calendar – 10 minutes

Board to review 2016-17 proposed school calendar. Possible action should the board wish to adopt without further review.

c. School Board Self Evaluation – 10 minutes

School board to begin online self evaluation process. It has been past practice to conduct self study with current board membership prior to the March elections. Once board approves moving forward, each board member will be emailed an online survey to complete. Results would be presented to the board at a later date (typically the 2nd meeting in March – provided board members complete the survey in a timely manner). Does the board also wish to conduct a 360 eval with district administrators as anonymous evaluators? Last year's results have been posted to SharePoint. Action required.

7-9. REPORTS

7. ADMINISTRATOR'S REPORT – *Dr. Wilson to present*

a. Update on happenings and activities with each of the district schools

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

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

10. REPORTS OF THE SCHOOL BOARD

11. CORRESPONDENCE

12. VENDOR AND PAYROLL REGISTERS

13. OTHER BUSINESS

14. NON-PUBLIC *(if needed)*

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.*

March 19, 2015	
2016-17 School Calendar	<i>2nd draft if needed</i>
School Board Self Evaluation	<i>Review of results</i>
Math Curriculum	<i>Second read/adoption</i>
Re-Organizational Meeting	
Election Results	
Science Curriculum	<i>First reading</i>
Policies	<i>First reading</i>

April 2, 2015	
Policies	<i>Second reading/Adoption</i>
Science Curriculum	<i>Second read/adoption</i>
Renominations	
Committee Assignments	
School Board Training	
Graduation Date	

April 16, 2015	
Policies	<i>First reading</i>
Summer Hours	

Back-Burner List

Differentiated Instruction Competency Education Continuum	<i>D. Armfield</i>
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TIMBERLANE REGIONAL SCHOOL BOARD
Atkinson, Danville, Plaistow, Sandown
New Hampshire

Regular Meeting
February 19, 2015
7:30 PM

SAU 55 Office
30 Greenough Road
Plaistow, NH

Call to Order

Madam Vice Chair Delfino called this February 19, 2015 public meeting of the Timberlane Regional School Board to order at 7:30 PM. Roll call was taken.

Board Members Present

Mr. Bealo, Mr. Collins, Mrs. Delfino, Mrs. Green, Mr. Sapia, Mrs. Sherman, and Mr. Ward **Absent:** *Mr. Blair and Mrs. Steenson*

Administrators Present

Dr. Wilson, Assistant Superintendent
Mrs. Armfield, Executive Director of Curriculum, Assessment and Professional Learning
Ms. Rebecca Carlson, Dean of Math, Business, Information and Communication Technologies
Mr. Angelo Fantasia, Director of Athletics
Mr. Hughes, Director of Facilities
Ms. Kristin Pereira, District Trainer
Ms. Susan Rasicot, Director of Student Services
Ms. Mary Widman, Assistant Principal of Academics at TRHS
Mr. Woodworth, Principal of TRHS

Pledge of Allegiance

Madam Vice Chair Delfino led the assembly in the Pledge of Allegiance.

Minutes (00:01:35)

The minutes for the January 22nd regular meeting, the February 5th Deliberative Session and special meeting after were approved with changes by general consent.

Delegates and Individuals (00:04:55)

Kimberly Farah of Danville requested board members take a moment to reflect before speaking and consider the ramifications of their comments. She provided her opinion of grade point average weighting of dual enrollment courses versus advanced placement (AP) courses. She requested the board create a policy to outline the justification process for grade weighting.

Jennifer Caruso of Danville expressed her desire to have parents be aware of, in her opinion, potential violations of their children's FERPA rights. She outlined the "Turnitin" application that analyzes student papers for levels of unoriginal content. She suggested parents oversee the use of this application.

The "Turnitin" subject matter as it relates to student privacy will be added to a future school board agenda for presentation and board discussion.

Current Business (00:32:14)

Eagle Scout Project

Tyler Booth presented a PowerPoint presentation outlining his proposed Eagle Scout Project supported by Mr. Hughes and Mr. Woodworth. He requested the approval to install raised and elevated garden beds.

Motion: *Mr. Sapia motioned to approve the proposed Eagle Scout Project to install raised and elevated garden beds at the high school as well as approve a \$200.00 donation towards the project with monies to come from TRSD Facilities budget. Mr. Collins seconded. A discussion ensued. Madam Vice Chair*

called the vote and the motion passed 6-1-0 (Mrs. Green opposed).

Dr. Wilson thanked Mr. Hughes and his staff for their diligent efforts removing and clearing the snow. Mr. Hughes noted the facilities crew performs preventive maintenance by keep drains clear so roof issues are mitigated. He reported that heavy equipment has been used to remove snow to properly maintain the flow of traffic.

He noted a concern at Pollard School was reviewed by a structural engineer who confirmed recently discovered cracks in the cinderblock wall were old cracks and affirmed there are no structural concerns at Pollard School.

Baseball Boosters Fundraisers (00:48:45)

Booster President Lisa Hall presented a fundraiser proposal to offer sponsorship signs. The money raised would be used to provide warm-up jackets for players, scholarships as well as fund the spring banquet. The signs would be hung by district facilities staff and remain on display for the baseball season.

Motion: Mr. Collins motioned to approve the proposed fundraiser to offer sponsorship signage. Mrs. Sherman seconded. With no further discussion the motion passed by unanimous vote of 7-0-0.

Library Curriculum (00:54:22)

Kristin Pereira, District Trainer explained the proposed Library curriculum; she outlined the need for students to develop research skill sets for different curricula and to develop these skills as necessary to align with Common Core State Standards (CCSS). Mrs. Armfield noted the curriculum is a fluent document that changes as the need arises.

MOTION: Mr. Ward motioned to approve for a second reading and adoption of the Library curriculum as presented. Mr. Collins seconded. With no further discussion the motion passed by a unanimous vote of 7-0-0.

Mathematics Curriculum (01:02:50)

Kristin Pereira presented the Math Curriculum for a first reading. She outlined the master of skills sets at grade level and the continued transfer of those skills. She reviewed student understanding and how they use these skills outside of the classroom. She focused on the application of and the assessment of the student skills.

MOTION: Mr. Collins motioned to approve for a first reading of the Mathematics Curriculum as presented. Mr. Sapia seconded. With no further discussion the motion passed by a unanimous vote of 7-0-0.

Proposed 2015-2016 School Calendar (01:13:08)

Dr. Wilson noted that they are still receiving feedback on the proposed calendar and wish to change the presentation to the next agenda allowing the staff time to fully review this information. The board agreed.

Annual Report Article (01:14:07)

The board reviewed the proposed school board article for the 2014 Annual Report and made a few changes. The final product was approved by general consent.

Administrators Report (01:20:52)

Dr. Wilson presented to the board a flyer from Cedardale Health & Fitness advertising the Whales Tales Water Safety Program with 50% of the proceeds to benefit the Timberlane High School Swim Team Boosters. The board reviewed the flyer and again expressed their support of Dr. Metzler's decision on what flyers are to be distributed through students.

Tim Lena was recognized for his recent appointment to the Governor's Commission on Alcohol and Drug Abuse Prevention, Treatment and Recovery. Mr. Lena will serve on this commission until 2017. The board extended their congratulations to Mr. Lena.

Personnel Report (01:26:48)

None

Committee Reports (01:26:51)

Mr. Collins reported on the Community Relations Committee and the Public Relations newsletter project that will be published as well as two television spots. Mrs. Delfino noted the Community Advisory Committee is wrapping up as they review their mission. Volunteers have offered to assist the committee in creating a parent handbook/tool box packet.

Reports of the School Board (01:32:35)

Mrs. Sherman gave a shout out to the high school music department; Mr. Collins noted the middle school basketball B teams both made it to the finals and the ski team enjoyed a race day.

Correspondence (01:34:56)

All board members were presented the correspondence received since the last board meeting.

Vendor and Payroll (01:34:57)

Vendor and payroll registers were signed by the board.

Other Business (01:35:05)

Mrs. Green requested the superintendent evaluation process be modified to allow the current board to conduct an evaluation the Superintendent before the new members are elected. It was noted that it is the SAU board that evaluates the Superintendent and that it is best to evaluate the superintendent on work that he has finished, not on work halfway completed.

Motion: Mrs. Green motioned to the request the SAU board to consider having the current board evaluate the Superintendent. Mrs. Sherman seconded. Mr. Collins reviewed the evaluation process and timing and noted there would not be enough time before new members are elected to perform the evaluation. **With no further discussion the motion failed by a vote of 1-6-0 (Mrs. Green voted in favor).**

Motion: Mr. Collins motioned to approve the consolidation of the Sandown Schools. Mr. Bealo seconded. Mrs. Green asked for additional information on the closing of Sandown Central and Mrs. Delfino requested it be placed on a future agenda so the public can be notified of the board's intent to make a decision on the matter.

Motion to Amend: Mr. Collins motioned to amend the motion on the floor by adding the consolidation of the Sandown Schools on the next school board agenda thus not voting on the matter this evening. Mrs. Delfino seconded. With no further discussion the amendment to the motion passed by a vote of 5-2-0 (Mrs. Green and Mr. Ward opposed).

With no further discussion the AMENDED motion to place this item on the next agenda passed by a vote of 5-2-0 (Mrs. Green and Mr. Ward opposed).

Having no further business before the board Madam Vice Chair Delfino adjourned the meeting at 9:15 PM.

Respectfully submitted,

Nancy Danahy
School Board Clerk

TIMBERLANE REGIONAL SCHOOL BOARD SELF-EVALUATION

To the best of your ability, please provide feedback regarding the performance of the School Board as a whole by choosing the appropriate number which most closely reflects your opinion to each of the statements below.

1=Strongly Disagree, 2=Disagree, 3=Agree, 4=Strongly Agree

Statements which the evaluator does not feel qualified to answer or has no knowledge of that subject area should leave that statement blank and indicate so in comment field.

Comments are strongly encouraged in the space below each question, as they will be helpful in tailoring future evaluations as well as improving board practices.

1. VISION - We as a Board play a central role in fostering and guiding community dialogue about the vision for our schools and this vision is focused on student achievement.

1 2 3 4

Disagree Agree

Comments:

2. VISION - The vision and mission of the Timberlane Regional School District reflect the student expectations and needs of the community and we work with the Superintendent as a team to communicate the vision and make it a reality.

1 2 3 4

Disagree Agree

Comments:

3. STANDARDS - Timberlane standards are clearly understood, supported and communicated to students, parents, teachers and other members of the community.

1 2 3 4

Disagree Agree

Comments:

4. STANDARDS - The rigor of our standards is consistent with the expectations of parents, the community and the State Board of Education.

1 2 3 4

Disagree Agree

Comments:

5. STANDARDS - We provide policy and resources needed for the Superintendent and staff to implement standards-based instruction.

1 2 3 4

Disagree Agree

Comments:

6. ASSESSMENT - Our student assessments relate to our vision and student achievement goals and are aligned with state and district standards.

1 2 3 4

Disagree Agree

Comments:

7. ASSESSMENT - We provide for community input into our assessment process.

1 2 3 4

Disagree Agree

Comments:

8. ASSESSMENT - Our assessments properly inform us about our student performance and our short and long term goals and we know what they measure.

1 2 3 4

Disagree Agree

Comments:

9. ASSESSMENT - We understand how to interpret our assessment reports and use them in data-driven decision making.

1 2 3 4

Disagree Agree

Comments:

10. ASSESSMENT - We provide policy and resources for the Superintendent and staff to implement sound assessment throughout the district.

1 2 3 4

Disagree Agree

Comments:

11. ACCOUNTABILITY - We involve the community in defining an accountability process.

1 2 3 4

Disagree Agree

Comments:

12. ACCOUNTABILITY - Our decisions are researched-based and data driven.

1 2 3 4

Disagree Agree

Comments:

13. ACCOUNTABILITY - We hold ourselves, administrators and teachers to be committed to and held accountable for attaining the goals and objectives of the strategic plan.

1 2 3 4

Disagree Agree

Comments:

14. ACCOUNTABILITY - Proper measures and indicators are used to assess progress and these are reported, presented and understood by administrators, teachers, parents and the public in clear quantifiable terms.

1 2 3 4

Disagree Agree

Comments:

15. ACCOUNTABILITY - The Board evaluates itself in terms of student achievement and recognizes much of our authority is derived from public confidence in schools.

1 2 3 4

Disagree Agree

Comments:

16. ACCOUNTABILITY - The Board keeps abreast of policies mandated by state and federal law, the NHSBA attorney and the courts.

1 2 3 4

Disagree Agree

Comments:

17. ACCOUNTABILTY - Board leadership goes out of its way to make sure all members have the same opportunity to speak on important issues.

1 2 3 4

Disagree Agree

Comments:

18. ACCOUNTABILITY - Within the past year the Board has reviewed school district strategies for attaining long-term goals.

1 2 3 4

Disagree Agree

Comments:

19. ALIGNMENT - Staff development relates to student achievement goals and objectives.

1 2 3 4

Disagree Agree

Comments:

20. ALIGNMENT - We promote parental involvement in student learning and determine the community's concerns and beliefs about the types of student and community services it wants and would support.

1 2 3 4

Disagree Agree

Comments:

21. ALIGNMENT - We determine whether operational plans, facilities and budgets provide necessary programs and resources to promote student achievement.

1 2 3 4

Disagree Agree

Comments:

22. ALIGNMENT - We regularly evaluate programs for effectiveness.

1 2 3 4
Disagree Agree

Comments:

23. ALIGNMENT - We have a good understanding of budget reports, procedures, regulations and opportunities for flexibility and ensure that funding decisions are data-driven and research-based.

1 2 3 4
Disagree Agree

Comments:

24. ALIGNMENT - We ensure budget information is provided to parents and other community members in an easy-to-understand format that conveys the relationship between budget items and student achievement initiatives.

1 2 3 4
Disagree Agree

Comments:

25. ALIGNMENT - We provide policy and resources to meet the needs of at-risk, special needs and accelerated students.

1 2 3 4
Disagree Agree

Comments:

26. CLIMATE - We avoid micromanagement.

1 2 3 4
Disagree Agree

Comments:

27. CLIMATE - We regularly make student achievement a part of our meeting agenda.

1 2 3 4

Disagree Agree

Comments:

28. CLIMATE - Mutual respect, professional behavior and a commitment to continuous learning are evident at all times.

1 2 3 4

Disagree Agree

Comments:

29. CLIMATE - Our policies hold staff and students to high behavioral standards.

1 2 3 4

Disagree Agree

Comments:

30. CLIMATE - There are clear and consistent consequences for those who violate policies.

1 2 3 4

Disagree Agree

Comments:

31. CLIMATE - We are vocal advocates for student achievement issues among local, state and federal policy makers.

1 2 3 4

Disagree Agree

Comments:

32. COLLABORATION - We provide leadership and take an active role in establishing collaborative relationships.

1 2 3 4

Disagree Agree

Comments:

33. COLLABORATION - We have determined appropriate levels of stakeholder involvement.

1 2 3 4

Disagree Agree

Comments:

34. COLLABORATION - The community is engaged in student achievement plans and initiatives at the district and school levels through surveys, forums, meetings and committees.

1 2 3 4

Disagree Agree

Comments:

35. COLLABORATION - The community is well informed about the district's vision, achievements, difficulties and plans for improvement.

1 2 3 4

Disagree Agree

Comments:

36. CONTINUOUS IMPROVEMENT - We are clearly committed to continuous improvement.

1 2 3 4

Disagree Agree

Comments:

37. CONTINUOUS IMPROVEMENT - Programs and initiatives being assessed are linked to short and long term strategic objectives.

1 2 3 4

Disagree Agree

Comments:

38. CONTINUOUS IMPROVEMENT - Community participation in continuous improvement discussions and planned reviews is encouraged.

1 2 3 4

Disagree Agree

Comments:

39. CONTINUOUS IMPROVEMENT - When needed, resources are reallocated and adjustments are made in a timely manner.

1 2 3 4

Disagree Agree

Comments:

40. OPERATIONS - We provide for the proper orientation and development of board members.

1 2 3 4

Disagree Agree

Comments:

41. OPERATIONS - The Board reaches decisions only on the basis of all available background data and consideration of the recommendation of the Superintendent.

1 2 3 4

Disagree Agree

Comments:

42. OPERATIONS - Provides a climate of mutual respect and trust offering commendation whenever earned and constructive criticism when necessary.

1 2 3 4

Disagree Agree

Comments:

43. OPERATIONS - Actively fosters cooperation with various news media for the dissemination of information about the school program.

1 2 3 4

Disagree Agree

Comments:

44. OPERATIONS - Encourages citizen participation in an advisory capacity in the solution of specific problems and is aware of community attitudes and the special interest groups which seek to influence the district's programs.

1 2 3 4

Disagree Agree

Comments:

45. OPERATIONS - Selects a chairperson on the basis of his or her ability to properly conduct a meeting and prepare an agenda rather than on seniority or rotation.

1 2 3 4

Disagree Agree

Comments:

46. OPERATIONS - Definitive action is withheld until asking if there is a staff recommendation and what it is.

1 2 3 4

Disagree Agree

Comments:

47. OPERATIONS - Makes provision for the complaints of employees to be heard, and, after full study if staff dissatisfaction is found to exist, takes action to correct the situation through appropriate administrative channels.

1 2 3 4

Disagree Agree

Comments:

48. OPERATIONS - Weighs all decisions in terms of what is best for the students.

1 2 3 4

Disagree Agree

Comments:

49. OPERATIONS - Equates the income and expenditures of the district in terms of the quality of education that should be provided and the ability of the community to support such a program.

1 2 3 4

Disagree Agree

Comments:

50. OPERATIONS - Tasks the leadership in suggesting and securing community support for additional financing when necessary.

1 2 3 4

Disagree Agree

Comments:

51. OPERATIONS - An ability to think independently, to grow in knowledge, and to rely on fact rather than prejudice, and a willingness to hear and consider all sides of a controversial question.

1 2 3 4

Disagree Agree

Comments:

School Board member completing this evaluation:

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