

TIMBERLANE REGIONAL SCHOOL BOARD

ATKINSON, DANVILLE, PLAISTOW, SANDOWN

THURSDAY, NOVEMBER 15, 2012

Regular Meeting - 7:30 PM

Danville Elementary School

Dr. Earl Metzler, II, Superintendent
Winfried Feneberg, Asst. Superintendent

Robert Collins, Chair
Lori Aubrey, Vice Chair

AGENDA

1. **Call to Order – Chair**
2. **Roll Call – Clerk**
3. **Pledge of Allegiance**
4. **Approval of Minutes**
 - a. October 18, 2012 (public)
 - b. November 1, 2012 (public and nonpublic)
5. **Delegations or Individuals**
6. **Current Business**
 - a. Education Week Essay Contest Winners – INFORMATIONAL (30 minutes)
 - b. Department Report – Danville Elementary – INFORMATIONAL (20 minutes)
 - c. Student Trips – ACTION REQUIRED
 1. London, England (5 minutes)
 2. Student Leadership Conference (5 minutes)
 - d. Budget Update – INFORMATIONAL (15 minutes)
 - e. Family/School/Community Engagement Proposal – ACTION (10 minutes)
 - f. Policies – ACTION REQUIRED (10 minutes)
7. **Administrator’s Report**
 - a. Update on School Activities – INFORMATIONAL
8. **Personnel Report**
9. **Committee Report/Reports of the School Board**
10. **Correspondence Folder**
11. **Vendor and Payroll Registers**
12. **Other Business**
 - a. Non-public (if needed)
13. **Future Dates**

DATE	MEETING TYPE	LOCATION	TIME
December 6	Regular School Board Meeting	SAU	7:30 pm
December 20	Regular School Board Meeting	SAU	7:30 pm
January 3	Regular School Board Meeting	SAU	7:30 pm
January 8	Deadline for Citizen’s Petition	SAU	4:00 pm
January 10	Public Hearing on Budget	PAC	7:00 pm
January 17	Regular School 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

To: *Timberlane Regional School Board Members*
From: *Dr. Earl Metzler, Superintendent of Schools*
Date: *November 8, 2012*
Re: *Administrator's Report for November 15, 2012 School Board Meeting*

REGULAR MEETING AGENDA

1-,3. OPEN MEETING

Self-explanatory.

4. APPROVAL OF MINUTES

Three sets: October 18th public (forwarded to District Counsel for format review) and November 1st public and nonpublic.

5. DELEGATION OR INDIVIDUALS

6. CURRENT BUSINESS

a. Education Week Essay Contest Winners – 30 minutes

Dr. Metzler to present certificates and \$25 Barnes and Noble gift cards to first place winners in grades 2, 5, 7 and 10. Winners to present essays out loud. INFORMATIONAL

b. Department Report – 20 minutes

Nancy Barcelos to present Danville Elementary School updates. INFORMATIONAL

c. Student Trips – 10 minutes

Eric Constantineau to present and request permission for a student trip to London, England and Jen Libby-Barth to present and request permission for student council trip to Washington, DC. See policy IJOA. ACTION REQUIRED

d. Budget Update – 10 minutes

George Stokinger to provide budget update. INFORMATIONAL

e. Family/School/Community Engagement Proposal – 10 minutes

Kate Delfino to present proposal for board approval. ACTION REQUIRED

f. Policies – 10 minutes

Michael Mascola to present seven policies for second reading and adoption. ACTION REQUIRED

7-9. REPORTS

7. *Administrator's Report – Dr. Metzler to present*

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

8. *Personnel Report – Mr. Metzler to present (if needed)*

9. *Committee Reports and Reports of the School Board*

10. CORRESPONDENCE

11. VENDOR AND PAYROLL REGISTERS

12. OTHER BUSINESS

Non-public (if needed)

13. 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.*

December 6, 2012	
Common Core Standards	<i>Tentative –clarification needed</i>
Budget/Warrant Update	
Standards-Based Report Card Update	<i>Following end of 1st quarter/Dr. Metzler to present</i>
Policies	<i>First Reading</i>
Florida Trip	<i>Tony DiBartolomeo</i>
Race to No Where	<i>Michael Mascola</i>

December 20, 2012	
Program of Studies	<i>Annual approval (tentative)</i>
TTA Contract	<i>Finalize for warrant (tentative)</i>

January 3, 2013	

Back-Burner List

Committee Self-Evaluations	<i>Waiting on online evaluation/results</i>
Standards-based Report Card	<i>11/15, 2/7, 4/18, & 6/20</i>

TIMBERLANE REGIONAL SCHOOL BOARD
Atkinson, Danville, Plaistow, Sandown
New Hampshire

Regular Meeting
November 1, 2012
7:30 PM

SAU 55 Office
30 Greenough Road
Plaistow, NH

Call to Order

Chairman Collins called this November 1, 2012 meeting of the Timberlane Regional School Board to order at 7:35 PM. Roll call was taken.

Board Members Present

Mrs. Aubrey, Mr. Barczak, Mr. Bealo, Mr. Collins, Mrs. Delfino, Mrs. Kosta, Mr. Mascola, Mrs. Steenson and Mrs. Withee

Administrators Present

Dr. Metzler, Superintendent of Schools
Mr. Stokinger, Business Administrator
Mrs. Dayotis, Principal of Atkinson Academy
Mrs. Gaydos, Principal of Pollard School

Pledge

Chairman Collins led the assembly in the Pledge of Allegiance.

Minutes 0:01:07

The board reviewed and approved by general consent of the September 20, 2012 public meeting minutes of the Timberlane Regional School Board. The October 18, 2012 meeting minutes proposed this evening presented in a new format will be sent to legal counsel for review. They will then be presented to the board for consideration at the November 15th meeting.

Delegations and Individuals 0:08:50

Mr. Paley, student representative to the school board, reported on the activities at the high school.

CURRENT BUSINESS

Public Hearing on Donations 0:08:31

Mrs. Dayotis requested the board's approval for acceptance of a donation from Atkinson Night Owls to construct a shade structure at Atkinson Academy, with an estimated value of \$8,500. Mrs. Dayotis has been advised the Building Inspector of Atkinson had approved the plans for this project. Mrs. Dayotis thanked the Atkinson Night Owls for their generosity and consideration for all students of Atkinson.

Motion: Mrs. Delfino motioned to approve the acceptance of the donation from Atkinson Night owls to construct a shade structure for the students of Atkinson Academy for a cost of up to \$8,500. Mrs. Withee seconded. With no further discussion the motion passed by unanimous vote of 9-0-0.

Mrs. Gaydos requested the board's approval for acceptance of a donation from the Pollard Parent Teacher Association in the amount of \$6,500 that will be used for the funding of field trips throughout the school year for all students of Pollard School from kindergarten through fifth grade. Mrs. Gaydos thanked the Pollard Parent Teacher Association for the generosity for all students of Pollard School.

Motion: Mrs. Kosta motioned to approve the acceptance of the donation from Pollard Parent Teacher Association in the amount of \$6,500 to fund field trips for all Pollard School students. Mr. Mascola seconded. With no further discussion the motion passed by unanimous vote of 9-0-0.

Assessment Update 0:15:31

Dr. Metzler presented an update on activities of the Curriculum and Assessment Committee as well as the

assessment tools used throughout the district.

Budget Update 0:25:41

Mr. Stokinger, Business Administrator reported to the board the budget committee meetings have been informative and information is being compiled as part of the process in creating the proposed 2013-2014 budget.

Policies 0:26:43

Mr. Mascola presented seven school board policies for review. Policy JRA was tabled for more information.

Motion: Mr. Aubrey motioned to approve first reading of policies:

- **FL Retirement of Facilities**
- **GEA Athletic Team coaches**
- **AB The People of the School District**
- **ADC Tobacco Products ban**
- **GBED Tobacco Products ban (repeal)**
- **JICG Tobacco Products Ban (repeal)**

Mrs. Kosta seconded. With no further discussion the motion passed by unanimous vote of 9-0-0.

Superintendent Goals 0:40:26

Dr. Metzler presented five goals for the board's consideration explaining how they are linked to the school board's and district goals.

Motion: Mrs. Steenson motioned to approve the Superintendent's goals as presented. Mrs. Kosta seconded. With no further discussion the motion passed by a vote of 9-0-0.

Administrators Report 0:54:08

Dr. Metzler reported on all the activities at all the schools outlining facilities updates after Hurricane Sandy, thanking Mr. Hughes for his continued work throughout the district.

Personnel 1:06:17

None

Committee and Reports of the School Board 1:06:20

School board members reported on their activities throughout the district.

Correspondence 1:10:55

Done

Vendor and Payroll Check Registers 1:10:55

Done

Other Business 1:11:12

Chairman Collins reported the next school board meeting will be held at Danville Elementary School on November 15, 2012 at 7:30 pm.

Motion: Mr. Mascola motioned to enter into a non-public session under RSA 91-A:3, II (a) the dismissal, promotion or compensation or disciplining of any public; and (c) Matters which , if discussed in public, would likely affect adversely the reputation of any person. Mrs. Aubrey seconded. The board was polled

- **Aubrey Yes**
- **Barczak Yes**
- **Bealo Yes**
- **Collins Yes**
- **Delfino Yes**
- **Kosta Yes**
- **Mascola Yes**

- **Steenson** **Yes**
- **Withee** **Yes**

Motion: Mr. Mascola motioned to exit the non-public session; seconded by Mr. Barczak. The board was polled:

- **Aubrey** **Yes**
- **Barczak** **Yes**
- **Bealo** **Yes**
- **Collins** **Yes**
- **Delfino** **Yes**
- **Kosta** **Yes**
- **Mascola** **Yes**
- **Steenson** **Yes**
- **Withee** **Yes**

The board exited the non-public session at 9:30 pm. No action was taken in non-public session.

Having no further business before the board Chairman Collins adjourned the meeting at 9:30 pm.

Respectfully submitted,

*Nancy Danahy
School Board Clerk*

DRAFT

AMERICAN EDUCATION WEEK ESSAY CONTEST WINNERS

“MY ROLE IN MAKING MY SCHOOL GREAT”

GRADE 2 (Atkinson Academy)

Norah Barry

251 entries

GRADE 5 (Sandown Central)

Kaleigh Fichera

259 entries

GRADE 7 (TRMS)

Emily Tomasi

43 entries

GRADE 10 (TRHS)

Holly Salois

261 entries

MY role in
making my School
great

10-23-12

Atkinson Academy
by Norah Barry
Grade 2



I could be a help full student
by making some one feel beter
by playing with them when that
only on the play grownd. and in side
I could help pepel lison. Shar toys
When in door resas.



I will help you

And I could be helpfull by helping
pepel pick up what thay drop.

I Shoud be a helpfull Studint by helping
pepel with math thar stuck on.

to what the techer say's.

helping pepel with word's thar stuck on.



and I could be helpfull by helping
pepel tie thar shoe. and help them
learn to pump on the swing's.

be helpfull. and dont play with the
cube's and sit crokty in your seat



I got that for you

I could be helpfull by careing
Somthig if somone had thar hand's full.
and help Kid's zipper thar coat's. and
be quwite when some one is near you
That is working!! be a very helpfull
studint.

How I make my school a better place

By, Kaleigh Fichera

Mrs. Bruce - 5th grade

I could make my school a better place by running for student council because I could have fresh new ideas for my school. Or, by joining the Destination Imagination team, where I could help a team of fellow classmates from Sandown compete and win for my school. Instead, I choose to do small acts of kindness. I believe small things can make a big difference.

One act of kindness I do for my school is helping my classmates with special challenges with their work. Of course, I make sure my work is done first. If kids in my class have been pulled from the room for another lesson, when they come back I help get them caught up on their own work. If other classmates are stuck on a problem or need help I like to help them out.

I have very strong feelings against bullying, and I do my part to keep Sandown Central a bully free school. If I am aware of someone being bullied I make sure to be very kind to them and tell a teacher right away. I believe even if a student looks different or acts different they shouldn't be treated differently. I try to remember to treat people the way I want to be treated.

I help out my teachers too. I help clean up messes in the classroom even if they're not mine. If someone took out a clipboard or markers and didn't put them away I help out by picking them up and putting them back where they belong. I don't only help my teachers I help other people like the lunch ladies. When I leave the lunchroom, if I see someone forgot to throw away their milk carton or their spoon, I throw it away. That's one last thing the lunch ladies have to clean.

I feel that if one person in the school is grumpy it could spread, and by the end of the day our school could be infested with grumpy children and adults! I like to boost people's moods in the hall. A simple "hello" or a compliment on someone's shirt will for sure boost their mood. I don't only say nice things in the hall; I do it everywhere I go, like in the lunch line. When the lunch ladies give me my food I say "thank you" and "have a nice day"! Those simple words of kindness can help keep grumpiness from spreading throughout my school!

As you can see I help my school every day by doing small acts of kindness. I try not to only do small acts of kindness during school hours. I try to do them all day. As I always say small things can make a big difference.

My Rule to Make the School a Great Place

Emily Tomasi, 7th Grade

Students have an extremely important part in making the school a great place. I am currently in seventh grade at Timberlane Regional Middle School. The way the school functions falls into the hands of the students. If everyone is kind to one another, then the school will be a good place.

Respect, responsibility and right choices are the core values at Timberlane. They help the school run smoothly because everyone has the same rules to follow. All of the students and teachers are aware of the core values. The core values take a big part in daily school life; the students are constantly reminded of the core values. This helps out because if you are getting off track with what you are doing, it is a simple reminder that you are still in school and to act appropriately. If we didn't have the core values then the student body would most likely have a lot of problems with respecting teachers and fellow students, and taking responsibility for their actions. The core values help everyone in the school follow the rules and keep the school an easy place to learn.

Bullying has been a huge problem over the past few years and it still is a problem in the whole world today. Keeping the school bully free is very important; luckily there are not many bullies at Timberlane. This is because of the great effort the administration and students put in to make sure everyone follows the core values. If no one focused on the core values then we would have more bullies because no one would know the difference between right and wrong, how to respect someone and how to take responsibility for their actions.

Working together and team work is also a very important part of keeping the school a great place. When students work together it makes every job easier. There are several clubs and organizations at the school that require the people in that group to work as a team. I am a member of the student senate and we have to work together to help our community. When we are planning big events, everyone in the organization has to put their heads together to come up with ideas. Once we plan the event we have to follow through with the idea and make it happen. After we plan the event, every single person has to attend the event to help out. When the whole group works together the job gets done faster and easier.

Overall, the way the school functions falls mostly on the students seeing as they make up most of the school population. The core values make the school run easier because everyone knows about them, they are able to follow them and everyone is able to remind fellow students to be respectful, responsible and to make right choices.

My Role in Making My School Great

A student's role in making their school great is one that is very simple. There are so many ways that a student can better the environment, atmosphere, or reputation of the school. I myself attempt to make our school a better place by doing small things every day. Some of those things include joining clubs and other activities, keeping a positive outlook about school, and trying my best academically.

First, I am a part of several clubs and activities. This year I joined Model UN, and we have already done one fundraiser to raise money for an important scholarship. We are planning another fundraiser and a mock conference as well that will take place in the upcoming weeks. I am also part of SOS, or Students of Service. SOS is all about volunteering and bettering not only our school but also our community, which is of utmost importance. Earlier this year I was invited to attend a meeting of the "Student Action Plan Committee" led by Mr. Strange. During this meeting we discussed not only how to improve our school, but also how to showcase the things that are already great about it.

Next, I try to keep a positive outlook on my school experience. When someone is negative all of the time, it tends to bring the moods of others around them down. When my peers are having trouble with something I do my best to try and help them, even if it is just by listening to what they have to say. By looking on the bright side of things and being respectful and kind to those around me, it is my hope that the atmospheres and environments of the classes I attend are a bit happier and that people are more optimistic.

Finally, I make a great effort to try my best academically every day. I work hard in all of my classes and I put all of my effort into every challenge I take on. I take challenging classes, such as double-blocked physics and chemistry as well as AP World History. It is my goal to improve myself by experiencing tougher and more rigorous classes. By trying my best academically, I am not a distraction in

Holly Salois
Period 3 World Lit
Mrs. Donohue

class to other students and I am showing that at Timberlane we can achieve great things if we set our minds to it.

In conclusion, my role in making my school great is to be an active participant of the student body and to treat my peers like I would want to be treated. These things are simple and easy to do, and when everyone is doing them it will better not only our high school but our community and district as a whole.

LONDON TRIP

I will be taking 20 students to London from July 1st to July 7th. The focus of the trip, apart from the typical London sites will be a theatre focus, especially on Shakespeare. We will be attending performances Shakespeare plays at the Globe Theater, as well as taking workshops there. We will also be seeing a modern musical and drama during the week. We will take one day to visit Stratford-upon-Avon as well.

The cost of the trip is \$2,600 and the trip is being run by Ski93 trips and tours out of New Hampshire.

Eric Constantineau

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Ski 93 Trips, Tour & Travel

Ski 93 Trips, Tour and Travel, Inc. was started in 1969 by the current president, John F. Tracy. For the past 44 years, we have offered ski trips to colleges, high schools, middle schools, adult ski clubs, and corporate groups. We offer expert advice and in the long run save you time and frustration. Typically our packages cost less than if you were to build the trip on your own.

New for the 2012–2013 season, we have an educational consultant on staff to help teachers develop meaningful lesson plans to enhance all trips, including ski excursions.

Along with providing fun and exciting ski trips, we have extended our programs to include educational group tours. Ski 93 Trips now services over 200 groups representing over 10,000 guests annually.

Our main ski destinations include New England, Canada, the Western United States and Europe. Our Educational destinations include Washington D.C., Boston, Philadelphia, Williamsburg, New York City, Quebec City, Montreal, Toronto and Costa Rica. In addition to ski trips and educational tours, Ski 93 Trips, Tour and Travel also features a full service travel agency. From ski trips to tropical resorts, Ski 93 Trips, Tour and Travel can provide all your travel arrangements.



Ski 93 Trips Staff

TESTIMONIALS

“I have been traveling with Ski 93 Trips since I was a middle school student 25 years ago. These trips were so memorable that when I became a teacher I began to book with Ski 93 Trips. Each trip since has always been a success. The crew from Ski 93 Trips has always been a pleasure to work with.”

– Bill Seabourne
Trip Leader
Martha’s Vineyard
Regional High School

“I have been using Ski 93 Trips for over 10 years and every trip has been a success. They work with you throughout the entire process from start to finish to make the experience as smooth as possible. When an unforeseen problem arises, they act quick and solve it which allows me to focus on my students and having fun. Whenever anyone asks me what’s the best ski company to book through, I always say Ski 93 Trips!”

Phillip E. Simpson
Roger Ludlowe Middle School




“Thank you for all your work on making our club’s trip to Killington such a success last season. Your staff [or Abby] was hard working, fun and easy to work with. She even let us use her room for our welcome party on our first night....not too many tour operators would do that. Thanks for everything.”

Lovena Nickle
Susquehanna Ski Club

New Hampshire

DAY TRIPS AVAILABLE




Trips Include: Motor coach transportation based out of central NE, 2 nights' accommodations, 2 day lift tickets, On-site Rep (with 40+ paying), taxes and meal gratuities. Most locations offer snow tubing, welcome receptions, karaoke, DJ, zip lines and other activities at an additional cost. *1 FREE per 10 paying students! 1 FREE per 20 paying adults!*

	Ski Resort	Lodging	Student Quad Occ.	Adult Dble Occ.	Student Condo Occ.	Breakfasts	Dinners
	WATERVILLE VALLEY	The Valley Inn NOTES: Two day lift for Waterville Valley, pool, hot tub and free shuttle.	\$277	\$305		2	1
		Town Square Condos NOTES: Two day lift for Waterville Valley, full kitchen and free shuttle. Meal plans available.			\$247 (8 per unit)	0	0
	BRETTON WOODS, LOON, CANNON OR WATERVILLE	Rivergreen Resort NOTES: Lincon, NH. Two day lift to Loon, Bretton Woods, Cannon or Waterville, Local shuttle to Loon, gym, pool, hot tub, meal plan available. ADD ONS: walk to movie theatre, ice skating, snow tubing, zip line.			\$233 (8 per unit)	0	0
		The Beacon NOTES: Lincoln, NH. Two day lift for Loon, Waterville, Cannon or Bretton Woods. Pool, hot tub, sauna, game room, restaurant & lounge, gift shop. ADD ONS: ice skating, snow tubing, zip line, DJ, Bingo.	\$243	\$307		2	2
		Indian Head Resort NOTES: Lincoln, NH. Two day lift for Loon, Waterville, Cannon or Bretton Woods. Friday night pizza party for students. (if arrive by 9 p.m.) Indoor and outdoor pools and hot tubs, saunas, game room, gift shop, restaurant & lounge. ADD ONS: ice skating, snow tubing, zip line, DJ, Bingo, karaoke.	\$267	\$337		2	2
	WILDCAT, CRANMORE OR BRETTON WOODS	N. Conway Grand Hotel NOTES: Two day lift for Wildcat, Bretton Woods or Cranmore. Pool, hot tub, sauna, gym, restaurant & lounge. ADD ONS: tubing, tax free outlet shopping next door.	\$307	\$405		2	1
		Red Jacket Resort NOTES: N. Conway, NH. Two day lift for Bretton Woods, Wildcat or Cranmore and use of Kahuna Laguna Indoor Water Park. Restaurant & lounge.	\$377	\$469		2	1
	BRETTON WOODS	The Mount Washington Resort NOTES: Two day lift for Bretton Woods, 2 world class buffet breakfasts, 1 four course dinner, on site skating, cross country skiing, horse-drawn sleigh ride, pool, hot tub, gym, spa services, restaurant & lounge, free shuttle.		\$599		2	1
		Mountain View Grand Resort & Spa NOTES: Whitefield NH. Two days lift tickets (Bretton Woods and Cannon Mountain). Indoor and outdoor pools, hot tub, sauna, in-house movie theater, wireless internet, game room, health and wellness center and complimentary coffee, tea and cocoa in the morning. ADD ONS: ice skating, carriage or sleigh ride, dog sledding, snowmobiling, ice skating and xc skiing		\$499		2	0

Maine

DAY TRIPS AVAILABLE










Trips Include: Motor coach transportation based out of central NE, 2 nights' accommodations, 2 day lift tickets, on-site rep, (with 40+ paying), taxes and meal gratuities. Most locations offer tubing, welcome receptions, DJ, and other activities at an additional cost. *1 FREE per 10 paying students! 1 FREE per 20 paying adults!*

	Ski Resort	Lodging	Student Quad Occ.	Adult Dble Occ.	Student Condo Occ.	Breakfasts	Dinners
	CRANMORE, WILDCAT OR SUNDAY RIVER	Royalty Inn NOTES: Gorham, NH. Two day lift for Wildcat or Sunday River. Pool, hot tub, sauna, gym, restaurant and lounge	\$262	\$325		2	1
		Town & Country NOTES: Shelburne, NH, two day lift for Wildcat or Sunday River. Pool, hot tub, sauna, gym, restaurant and lounge	\$265	\$319		2	1
	SUNDAY RIVER	Snow Cap Ski Dorm NOTES: Free shuttle to Sunday River, Complimentary snacks for groups arriving prior to 9pm on Fri.			\$275 (max occ.)	2	1
		Snow Cap Inn NOTES: Free shuttle to Sunday River, outdoor jacuzzi.	\$247	\$325		2	1
		Sunday River Slopeside Condo's Notes: Free Shuttle, pool, jacuzzi, sauna and locker rooms.			\$275 (max occ.)	0	0
		The Bethel Inn NOTES: Free shuttle to Sunday River, outdoor pool, hot tub, restaurant and lounge, gym, game room, and on-site cross-country skiing.	\$365	\$409		2	1
		Summit & Jordan Grand Hotels NOTES: Ski in-ski out, Pool, Jacuzzi, sauna, fitness center, restaurant & lounge.		\$419		2	1
	SUGARLOAF	Sugarloaf Inn NOTES: \$315 (Adult min occ.), full service health club, outdoor hot tubs, indoor pool, Avalanche Teen Center.	\$249			0	0
		Sugarloaf Condos NOTES: \$385 (Adult min occ.), full service health club, outdoor hot tubs, indoor pool, Avalanche Teen Center. ADD ONS: moonlight cross country, night tubing, snowshoe safari and ice skating, meals optional.			\$269 (max occ.)	0	0

Vermont

DAY TRIPS AVAILABLE

Trips Include: Motor coach transportation, 2 nights' accommodations, 2 day lift tickets, Ski 93 Trips Tour Host (with 40+ paying), taxes and services. 1 FREE per 20 paying guests!

	Ski Resort	Lodging	Student Quad Occ.	Adult Dble Occ.	Student Max Occ.	Breakfasts	Dinners
	BOLTON VALLEY	Bolton Valley Inn NOTES: Slopeside accommodations, night skiing included, sports center, heated pool, hot tub, deli, shops, restaurants, bar. ADD ONS: Cross Country skiing	\$273	\$343		2	1
	KILLINGTON	Cascades Lodge NOTES: Indoor heated pool, hot tub, sauna, free slopeside shuttle	\$343	\$423		2	0
		Holiday Inn – Rutland NOTES: Pool, Jacuzzi, on-site restaurant and bar, fitness center	\$323	\$399		2	1
		Killington Condos NOTES: Hot tub, Sauna, Exercise area, free shuttle	\$333	\$467		0	0
	OKEMO	Holiday Inn-Rutland NOTES: Pool, Jacuzzi, on-site restaurant and bar, fitness center	\$303	\$380		2	1
		Holiday Inn Express NOTES: Springfield. Pool, fitness center, game room	\$277	\$349		2	1
	STOWE	DoubleTree Hotel NOTES: Burlington. Pool, Hot Tub, workout room, restaurant and lounge, walk to Mall. ADD ONS: Ben & Jerry's Tour, Pizza Putt activity center.	\$277	\$349		2	1
		Commodores Inn Notes: On Stowe free shuttle route to downtown and slopes, Pool, Hot tub, game room. ADD ONS: Ben & Jerry's Tour	\$299	\$372		2	1
	SUGARBUSH	DoubleTree Hotel NOTES: Burlington. Pool, Hot Tub, workout room, restaurant and lounge, walk to Mall. ADD ONS: Ben & Jerry's Tour, Pizza Putt activity center.	\$277	\$348		2	1
		Best Western Plus Waterbury NOTES: On-site café, indoor heated pool and whirlpool, fitness & activities center	\$279	\$348		2	0
	SMUGGLERS' NOTCH	Smuggs' Condos NOTES: Slopeside condos, pool, hot tub, resort amenities, shops, restaurants, bars, ice cream shop, teen dance, teen center, airboarding, karaoke, country store, tubing and much more.		\$374	\$333	2	1
	MOUNT SNOW	Snow Lake Lodge NOTES: Slopeside, hot tub, sauna, arcade	\$317	\$393		2	1
		Big Bears Lodge NOTES: Indoor hot tub, game room, TV lounge and quiet lounge	\$322	\$403		2	1
		Horizon Inn NOTES: Indoor heated pool, whirlpool, game room, exercise room	\$315	\$388		2	1
	STRATTON	Inn at Stratton Mountain NOTES: Hot tub, sauna, game room	\$336	\$386		2	1
		Gray Ghost Inn NOTES: Hot tub, game room with pool table, ping-pong, video games, spacious lounge & BYOB bar	\$331	\$459		2	1
	JAY PEAK	Slopeside Condos NOTES: Restaurants, bars, cafés, pizzeria, indoor waterpark, indoor and outdoor hot tubs, fitness center, spa, arcade, and snowshoe tours	\$349	\$489		2	1
		Off-Mountain Lodging	\$279	\$319			

New York

Trips Include: Motor coach transportation, 2 nights' accommodations, 2 day lift tickets, Ski 93 Trips Tour Host (with 40+ paying), taxes and gratuities. Call for adult prices on Condos. 1 FREE per 20 paying guests!



	Ski Resort	Lodging	Student Quad Occ.	Adult Dble Occ.	Student Max Occ.	Breakfasts	Dinners
	WHITEFACE AND/OR GORE	Summit Hotel-Lake Placid NOTES: Indoor heated pool, hot tub, Fitness Center, walk to downtown Lake Placid! ADD ONS: Olympic Oval Skating and Olympic Museum	\$289	\$299		2	1
		Northwoods Inn-Lake Placid NOTES: Located in downtown Lake Placid, adjacent to shopping, restaurants, night tobogganing, dog sledding, and ice skating on the Olympic Oval	\$279	\$299		2	1

Photo: Courtesy of Mount Snow.



The West

Sample Trips Include: Round trip air with East Coast departure, 7 nights' accommodations, 5 day lift tickets, airport transfers, taxes and gratuities. 5 day interchangeable lift ticket for Breckenridge, Keystone, Arapahoe Basin plus optional days at Vail or Beaver Creek. \$200 per person, non-refundable deposit is required to confirm reservations. Rates are subject to change due to fuel surcharges, currency exchange fluctuations and airline security/taxes. Based on groups of 20 or more. *1 FREE per 25 paying guests!*

Ski Resort	Lodging	From Quad Occ.	From Dble Occ.	From Max Occ.	Breakfasts	Dinners
BRECKENRIDGE, CO	The Village-Slopeside NOTES: fireplaces, balconies and kitchens			\$1559	0	0
	Mountain Thunder Lodge NOTES: Luxury, walk to lifts and main street			\$1549	0	0
KEYSTONE, CO	Gateway Lodge NOTES: Internet café, arcade, free shuttle, near shops and restaurants			\$1549	0	0
WINTER PARK, CO	The Zeypher		\$1549		0	0
VAIL, CO	The Marriot		\$1849		0	0
STEAMBOAT, CO	Legacy Vacation Club - Steamboat Suites	\$1549			0	0
FRISCO, CO	Holiday Inn NOTES: Short drive to Breckenridge, Keystone, A-Basin and Loveland Ski Area. Car rental required.		\$1349		0	0
JACKSON HOLE, WY	Accommodations in town		\$1449		0	0
LAKE TAHOE, NV	Forest Suites		\$1349		0	0
PARK CITY, UT	The Peaks Hotel NOTES: "Swim in - swim out" pool, hot tubs, sauna.		\$1549		0	0



Europe

Trips Include: Round Trip air from BOS, NYC & PHL, 7 nights' accommodations, airport transfers, Ski 93 Trips Tour Escort, Hotel taxes. Airline tax NOT included. Call for custom quotes. \$200 per person, non-refundable deposit is required to confirm reservations. Rates are subject to change due to fuel surcharges, currency exchange fluctuations and airline security/taxes. Based on groups of 20 or more. *1 FREE per 20 paying guests!*



Country	Lodging	Starting From Dble Occ.	Nights	Breakfasts	Dinners
AUSTRIA	Innsbruck	\$1479/pp	7	7	6
	St. Anton	\$1999/pp	7	7	6
	Stubai Valley	\$1549/pp	7	7	6
SWITZERLAND	Interlaken	\$1799/pp	7	7	6
	Wengen/Grindelwald	\$2099/pp	7	7	6
FRANCE	Chamonix	\$1699/pp	7	7	6
SPAIN	Andorra	\$1739/pp	7	7	6
ITALY	Cortina	\$1749/pp	7	7	6
	Val-Gardena	\$1749/pp	7	7	6
	Bormio	\$1599/pp	7	7	6











Canada West

Trips Include: Round-trip air, 7 nights hotel, 5 day interchangeable lift tickets, for Lake Louise, Sunshine Village, and Norquay ski areas, airport transfers, air & hotel taxes. *1 FREE per 20 paying guests!*

Ski Resort	Starting from: Quad	Double
BANFF/ LAKE LOUISE	\$1799/pp	\$1999/pp
WHISTLER/ BLACKCOMB	\$1839/pp	\$1999/pp

Canada

Trips Include: Motor coach transportation, 2 nights' accommodations, 2 day lift tickets, Ski 93 Trips Tour Host (with 40+ paying), taxes and gratuities. Call for custom quotes. *1 FREE per 20 paying guests!*

Ski Resort	Lodging	Student Quad Occ.	Adult Dble Occ.	Student Max Occ.	Breakfasts	Dinners
  	MONT-SAINTE-ANNE, STONEHAM & LE MASSIF	Le Chateau Frontenac NOTES: Wine & Cheese Reception (adults), indoor pool, Jacuzzi, spa & more	\$395	\$485	0	0
		Loews Le Concorde NOTES: Wine & Cheese Reception (adults), revolving dining room	\$329	\$449	0	0
   	MONT TREMBLANT	Homewood Suites NOTES: Suites with kitchens, fireplaces, slopeside with ski storage, Meal add on options	\$429		2	0
		Marriot Residence Inn NOTES: Suites with kitchens, fireplaces, slopeside with ski storage, Meal add on options	\$439		2	0
		Comfort Inn- St. Jovite NOTES: Ski shuttle service, indoor pool, short walk to local village	\$349	\$419	2	0
  	MONT ORFORD, SUTTON & OWLS HEAD	Hotel Cheribourg NOTES: Indoor pool, hot tub, spa, activities center, restaurant, and bar	\$299	\$349	2	1
		Auberge Du Mont Orford NOTES: Fitness Center, Game Room, Jacuzzi, Restaurant and Spa	\$359	\$399	2	1



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PAYMENT AND POLICIES



GENERAL: Prices may vary based upon date of travel and group size. Each payment of the schedule should be made with one check per group, payable to: Ski 93 Trips, Inc.

TRANSPORTATION: Prices are based on motorcoach transportation from central New England. Groups from outside of New England call for a quote. Transportation costs can be deducted from packages for a U-Drive trip. Rates are based on 40 paying guests per bus. Minimum group size without bus is 20 paying guests. (Rates reflect present fuel charges. Prices may change accordingly.)

FLIGHT PROGRAMS: Some destinations require a \$300 per person non-refundable deposit to book your trip. However, payment policies vary by destination, please inquire.

GROUP PAYMENT INFORMATION – Weekend Trips
1st Deposit – Space Allocation Deposit of \$800 per bus. This is a non-refundable deposit unless otherwise specified. Your group reservation is now considered confirmed.

2nd Deposit – Additional Deposit is due 90 days prior to trip date. A non-refundable per person deposit and a lodging block update is due.

Final Payment and Room List are due 35 days prior to trip date.

CANCELLATIONS and LATE PAYMENTS

61 or more days before trip date –
 \$800 cancellation fee

31 – 60 days before trip –
 \$150 per person cancellation fee

0 – 30 days before trip –
 Full amount non-refundable

Ski 93 Trips will do it's best to recoup lift ticket monies for your group in the event of full cancellation. Late payments may result in reduction of room block and/or loss of reservations and deposits.

We don't just ski

We offer tours to: Boston, Philadelphia, Gettysburg, Williamsburg, New York City, Baltimore, Quebec City, Montreal, Toronto, Niagara Falls, Florida's Disney, Costa Rica, Iceland, and Maine rafting trips.

New Year's Eve

QUEBEC CITY, CANADA
Dec. 29 – Jan. 1, 2013

Trip Includes: 3 nights First class accommodations, 3 full American breakfast buffet at the hotel, 2 days of skiing at Mt. St. Anne, Le Massif, and Stoneham (nonskiers deduct \$100.00), Wine and cheese welcome reception, Ski 93 Tour Escort, Baggage handling at the hotel, Taxes and Meal gratuities, and Guide book.

Ask about options available for New Years Dinners and Ski Train to Le Massif.

	Lodging	Quad	Triple	Double
Loews Le Concorde Hotel		\$399 pp	\$439 pp	\$499 pp

This is an individual package. Motorcoach transportation with video and complimentary packages are available for groups. Please call for a quote.

NH Ski Week

LINCOLN, NH
*** Five Nights ***

Trip Includes: 5 nights accommodations, 5 breakfasts and 4 dinners, FREE beer, wine & cheese receptions each night! 5 day adult lift ticket to Waterville Valley, Loon Mountain, Cannon Mountain or Bretton Woods, Meal gratuities and hotel taxes. Transportation not included.
One FREE per 10 paying guests! (minimum group size 20)

Lodging	Jan/Mar Double	Feb Double
Indian Head Resort NOTES: Indoor and outdoor pools, jacuzzi and sauna, game room, cocktail lounge, gift shop and restaurant.	\$590 pp	\$620 pp
The Beacon Resort NOTES: Pool, jacuzzis and sauna, game room, gift shop, Thunderbird lounge and restaurant.	\$560 pp	\$560 pp

ADD ONS FOR BOTH RESORTS: tubing, ice skating, movie theater, shopping, cross country skiing & zipline!



Ski 93 Trips, Tour & Travel
PO Box 382
Raymond, NH 03077

www.ski93trips.com
(800)451-1830



GROUP LEADER SPECIALS FAM TRIPS

STOWE & SUGARBUSH

Dec. 7-9, 2012
DoubleTree Hotel
and Burlington, VT

\$139.00 Trip Leader*

2 nights lodging
2 breakfasts and 1 dinner
1 day skiing Stowe
1 day skiing Sugarbush
Wine & cheese reception
Property & Mountain Tours

*per person, double occupancy

Contact Abby at
abbyc@ski93trips.com

WHITE MOUNTAIN WEEKEND SPECIAL

JAN. 4-6, 2013
The Beacon Resort

\$145.00 Trip Leader*

2 nights lodging
2 breakfasts and 1 dinner
1 day skiing Loon Mountain
1 day skiing Bretton Woods
Wine & cheese reception

*per person, double occupancy

Contact Jennifer at
jennifer@ski93trips.com

QUEBEC CITY

Mar. 21-24, 2013
Loews Le Concorde
\$TBD Trip Leader*

3 nights lodging
2 breakfasts and 1 dinner
2 Days Skiing LeMassif and
Mont-Sainte-Anne
Wine & cheese reception
Property & Mountain Tours
Motor Coach Transportation
Provided from Hartford, CT

*per person, double occupancy

Contact Kathy at
kathyw@ski93trips.com

LEAD – Washington, D.C.

January 31st – February 3rd

Hello!

10/15/12

This is the packet of information for your parents and members of TRHS Student Council, for the trip to Washington, D.C. (LEAD Conference). I have also attached the parent letter from the NASC describing the conference. (More information is provided on the NASC website www.nasc.us) This conference is suited for Student Council and NHS members and is sponsored by the National Association of Secondary School Principals. The purpose of the conference is to develop and strengthen leadership. (LEAD stands for Leadership experience and development). The LEAD conference (three available a year) is attended by high school and middle school students throughout the country.

Timberlane students will be leaving early Thursday morning (January 31st) and be returning Sunday evening (February 3rd). The schedule is as follows: Thursday, we will be visiting the sights of Washington, D.C. and the conference is from Friday to Sunday. The days you miss from school (Thursday and Friday) should be considered exempt, but I cannot make any promises...still working on it with the school board and Mr. Woodworth.

Below are the following due dates and expected expenses for the trip. *All money is nonrefundable and needs to be in by the due date. NO EXCEPTIONS!!! Sorry!* If your parents have any questions, please have them call me 674-6417.

Mrs. Jennifer Libby-Barth

DATES THAT MONEY/PAPERWORK IS DUE:

1. November 5th \$250.00 (flight)
2. December 17th \$ TBA (about 300.00) (hotel and conference fees)



2012-13 LEAD Conferences

Leadership Education and Development
Conferences

DEAR PARENT(S):

Planning is underway for the February 1-3, 2013, LEAD Conference to be held at the Hyatt Regency Crystal City Hotel in Arlington, VA, just across the Potomac River from our nation's capitol. The LEAD Conference is designed for middle level and high school National Honor Society (NHS), National Junior Honor Society (NJHS) and National Association of Student Council (NASC) students and advisers. The NHS, NJHS and the NASC are committed to creating and maintaining an environment in which all persons who participate in programs and activities feel safe and comfortable (see a full overview of these conferences and the Acceptable Conduct and Safe Environment Policy at www.LEADConferences.org. School principals must approve travel of school groups attending the LEAD Conferences and advisers are required to attend and chaperone student attendees.

The theme for the LEAD Conferences is "**Energize Your Leadership!**" The conferences offer attendees an opportunity to *experience leadership, explore new ideas, and exchange concepts and resources with other leaders from around the country. An integral feature of these conferences is a strong anti-bullying campaign.*

What is LEAD? LEAD Conferences provide the vehicle for students to apply skills, develop character, learn responsible behavior, enhance communication skills, and take part in activities to strengthen their leadership skills. All sites offer exclusive workshops such as leadership, communication, goal setting, fundraising, diversity, and organization with the needs of student council and honor society students in mind.

What is special at the LEAD Conferences? The conference will feature the popular **Officer Training Program** for officers or students aspiring to become officers that offer in-depth training geared towards their unique needs as a student council or honor society officer.

NHS & NJHS and Student Council Training Programs Offered

Both Honor Society and Student Council students can take part in workshops and sessions designed specifically with their needs in mind.

This conference is a fun-filled weekend experience for students!

*A World of New Ideas * Sharing * Meeting New Friends
Community * Knowledge * Strength*



Why do students need this training? There is no better way to improve leadership skills than to attend LEAD conferences that connect students with other leaders and offer experiences and information that are relevant to their success. You can be assured that they will return with new ideas that can be used to positively affect their school and community. Attending a LEAD Conference is a great addition to student's resumes. It's a meaningful experience they will never forget.

What are attendees saying about these conferences?

"We are grateful for the opportunity to be here and are very thankful that events like this are available for us. We have learned a lot that will help us improve our chapter and in turn our school and community. Keep doing the great work that you do to develop student leaders, we are all better for the experience." Debby Jackson, Adviser and Students from Hazelwood Southeast Middle School, St. Louis, MO.

Who sponsors this conference? The LEAD Conference is a program of the National Association of Secondary School Principals (NASSP) designed for students and advisers in the National Honor Society, the National Junior Honor Society & the National Association of Student Councils. For further information about NASSP visit www.LEADConferences.org.

Timberlane Regional School Board

Proposal to Form a Citizens Advisory Committee

REASONING

Research repeatedly correlates family and community engagement with student achievement. When families and communities are involved in their children's learning both at home and at school, students succeed and schools improve. In today's competitive global society, family, school and community engagement is an essential part of the strategy required to prepare students for college and career readiness.¹

As part of its commitment to high achievement for all students, the Timberlane Regional School Board will form a citizens advisory committee to examine the district's current family, school and community engagement practices. The findings of the committee will be used to integrate family, school and community engagement into the district-wide strategy for student success.

MISSION

The mission of the citizens advisory committee is to conduct studies, identify problems and develop recommendations related to the district's current family, school and community engagement practices.

The advisory committee's study of family, school and community engagement might include, but is not limited to, a review of the National Standards for Family-School Partnerships developed by the National PTA.

- **Welcoming all families into the school community** - Families are active participants in the life of the school, and feel welcomed, valued, and connected to each other, to school staff and to what students are learning and doing in class.
- **Communicating effectively** - Families and school staff engage in regular, two-way and meaningful communication about student learning.
- **Supporting student success**- Families and school staff continuously collaborate to support students' learning and healthy development both at home and at school, and have regular opportunities to strengthen their knowledge and skills to do so effectively.
- **Speaking up for every child** - Families are empowered to be advocates for their own and other children, to ensure that students are treated fairly and have access to learning opportunities that will support their success.
- **Sharing power**- Families and school staff are equal partners in decisions that affect children and families and together inform, influence, and create policies, practices, and programs.

¹ *Beyond Random Acts - Family, School and Community Engagement as an Integral Part of Education Reform* by Heather B. Weiss, M. Elena Lopez and Heidi Rosenberg from the Harvard Family Research Project, December 2010.

- **Collaborating with the community**- Families and school staff collaborate with community members to connect students, families, and staff to expanded learning opportunities, community services, and civic participation.

MEMBERSHIP & ORGANIZATION

This citizens advisory committee will have 12 voting members - 1 parent representative from each district school, 1 community representative from each of the district's 4 towns and 1 district staff member. In addition, the school board will appoint its own non-voting liaison to the committee. The citizens advisory committee will elect its own chairperson.

The TRSB will make all citizen appointments to the advisory committee. The Superintendent will appoint the staff member. The TRSB Community Relations Committee will recruit parent and community nominees for the committee by working with local PTAs/PTSAs and other community organizations. Parents and community members may also send letters of interest to the Community Relations Committee.

The advisory committee will hold at least 2 meetings during the first month of its formation and will meet at least once per month thereafter. Monthly reports will be presented to the school board. A preliminary organizational report will be provided at the TRSB meeting on February 15, 2013. An action plan for the advisory committee will be developed by April 1, 2013. The target date to dissolve the citizens advisory committee is December 2013.

TIMELINE

December 20, 2012	Advisory committee appointments approved at TRSB meeting.
January 2013	Advisory committee meets at least twice. Chairperson is elected. Tentative meeting schedule developed.
February 15, 2013	Preliminary organizational report is presented at the TRSB meeting
April 1, 2013	Action plan is developed and finalized.
April - December 2013	Conduct studies to identify problems and best practices. Develop recommendations.
December 2013	Final report on outcomes and recommendations is presented to the TRSB. Advisory committee is dissolved.

TIMBERLANE POLICY COMMITTEE

SECOND READING / ADOPTION

1. JRA – Student Education Records and Information
 - a. Last updated in 1991
 - b. New language required by FERPA laws (Family Educational Rights and Privacy Act)
 - c. Language drafted by district counsel in accordance with federal law
 - d. A procedure to this policy will be approved by the Policy Committee once the policy is adopted by the Board
 - e. A copy of the policy as it will appear once approved is attached for review
2. FL – Retirement of Facilities
 - a. This policy outlines the practice as well as the protocol for closing district buildings and was last updated in 1998
 - b. Policy Committee split the policy into a policy and a procedure (stricken text to be drafted into a procedure)
 - c. Reviewed by NHSBA Policy Atty who added the last two paragraphs
 - d. Also see procedure FL-R – board requested procedure be made available when policy is up for review
3. GEA – Athletic Team Coaches
 - a. This policy outlines the provisions and criteria for the employment of athletic coaches in the District and was flagged for additional review although it was adopted in 2011
 - b. Reviewed by Superintendent, Athletic Director and Policy Committee with recommendations for amendments.
4. AB – The People and Their School District
 - a. A basic statement of the public school district in relation to the constitutional rights of the local legislative body
 - b. Last updated in 2005
 - c. No longer a policy with the NHSBA; however, the Policy Committee recommends it remain on the District books.
 - d. Minor changes recommended.
5. ADC – Tobacco Products Ban
 - a. Prohibits the use and possession of tobacco products on school grounds and school sanctioned trips.
 - b. Last updated in 2005
 - c. Current language is consistent with most recently proposed NHSBA language.
 - d. No changes were recommended by the Policy Committee

TIMBERLANE POLICY COMMITTEE

6. GBED – Tobacco Products Ban (under the Personnel section)
 - a. Exact same language as in ADC
 - b. Recommended repealing and referencing ADC as this will reduce duplicity in the policies as well as possible errors to updating one policy without the other
7. JICG – Tobacco Products Ban (under the Students section)
 - a. Exact same language as in ADC
 - b. Recommended repealing and referencing ADC as this will reduce duplicity in the policies as well as possible errors to updating one policy without the other

Timberlane Regional School District	Policy Code: JRA
Adopted: 06-06-91 Revised:	Page 1 of 4

NOTE: This sample reflects changes made to the FERPA regulations through 2011. All notes should be deleted before the policy is adopted.

STUDENT EDUCATION RECORDS AND INFORMATION

The Timberlane Regional School District shall comply with the Family Educational Rights and Privacy Act ("FERPA") and all other federal and state laws and regulations concerning confidentiality and maintenance of student records and information.

NOTE: Drummond Woodsum generally recommends that school districts restrict directory information to the categories listed in Paragraph A. Schools may adopt a shorter listing of categories of information. FERPA regulations include the following additional categories that may be included at their discretion (but we recommend discussing this with legal counsel first): student address, telephone listing, e-mail address, photograph, date and place of birth, major field of study, grade level, most recent educational agency or institution attended, and student ID number or other unique identifier other than a Social Security number (but only if the identifier cannot be used to gain access directly to education records without one or more factors such as a password).

A. Directory Information

The Timberlane Regional School District designates the following student information as directory information: name, participation and grade level of students in recognized activities and sports, height and weight of student athletes, dates of attendance in the school district, honors and awards received, and photographs and videos of student participation in school activities open to the public. The Timberlane Regional School District may disclose directory information if it has provided notice to parents (and eligible students) and has not received timely written notice refusing permission to designate such information as directory information.

NOTE: The FERPA regulations were revised in late 2011 to permit school districts to limit the disclosure of directory information to specific parties or for specific purposes, or both. This may be something that local Boards want to consider. We suggest consulting with legal counsel about appropriate language. In addition, school districts should keep in mind that the federal Protection of Pupil Rights Act limits the collection and disclosure of student information for most commercial purposes, and Boards should have a policy that addresses this (ILD – Student Surveys and Marketing Information). Let us know if you need a sample.

B. Military Recruiters/Higher Education Access to Information

Timberlane Regional School District	Policy Code: JRA
Adopted: 06-06-91 Revised:	Page 2 of 4

Under federal law, military recruiters and institutions of higher education are entitled to receive the names, addresses and telephone numbers of secondary students and the Timberlane Regional School District must comply with any such request, provided that parents have been notified that they and secondary school students have the right to request that this information not be released without their prior written consent.

C. Health or Safety Emergencies

In accordance with federal regulations, the School District may disclose education records in a health or safety emergency without prior written consent to any person whose knowledge of the information is necessary to protect the health or safety of the student or other individuals.

D. Transfer of Student Records

The Timberlane Regional School District sends student education records to a school, school system, or institution of postsecondary education where the student seeks or intends to enroll, or where the student is already enrolled, if the school, school system, or institution or postsecondary education has requested the records, so long as the disclosure is for purposes related to the student's enrollment or transfer. Such records include, but are not limited to, grades and report cards, disciplinary records, attendance records, special education records and health records.

NOTE: Local Boards that want to be able to disclose student education records to school resource officers or their local police district should include the following paragraph in this policy. We also recommend that local Boards adopt a policy on relationships with law enforcement or, if the school unit has SROs, a policy on relationships with SROs and law enforcement.

E. Designation of Law Enforcement Unit

The Board hereby designates [choose one of the following options: its School Resource Officer(s) OR Timberlane Regional Police Department] as the Timberlane Regional School District's law enforcement unit.

F. Administrative Procedures and Notices

The Superintendent is responsible for developing and implementing any administrative procedures and parent notices necessary to comply with the applicable laws and regulations concerning student education records and information. Notices shall be distributed annually to parents and eligible students concerning their rights under these laws and regulations. A copy of this policy shall be posted in each school.

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*Legal Reference: 20 U.S.C. § 1232g; 34 C.F.R. Part 99, as amended
20 U.S.C. § 7908
RSA 189:1-e, 193-D:8, 194:31-a
N.H. Code of Administrative Rules Ed 1119*

*Cross Reference: JRA-E – Annual Notice of Student Education Records and Information Rights
JRA-R – Student Education Records and Information Administrative Procedure
ILD – Student Surveys and Marketing Information
EHB – Records Retention Policy*

STUDENT RECORDS

~~The School Board is intent upon maintaining an adequate individual student record system designed to benefit the education of every student and to assist school staff in this process.~~

~~It is the responsibility of school personnel to collect and maintain data to assure such benefit and data required by statute and/or State Department regulations. This data shall be presented in a format which meets the needs of the student. Emphasis is placed upon accuracy in reporting.~~

~~Where the parents of a student are separated or divorced, or for some other reason the student is not in the joint custody of both of his parents, information concerning the student shall be disclosed to both natural parents or persons having legal custody of the student, and to a person having written authority from the legal custodian of the student.~~

~~Student records are to be kept in the custody of the principal of the school the child attends and may not be transferred outside the district without written permission of the parent in accordance with state and federal laws.~~

~~An eligible student and his/her parent, or either one, as applicable, shall have access to the student record, and may have copies of any information in the record payment of a reasonable fee. Authorized school personnel shall have access the student records. Except for Directory Information released in accordance with state guidelines, no information in a student record shall be disseminated with the specific informed written consent of the eligible student and his/her parent, or either one, as applicable. A log shall be kept to record the dissemination of any information in the student record.~~

~~The eligible student and his/her parent, or either one, as applicable, shall have the right to add information or other relevant material to the record. They shall have the right to request deletion or amendment of any information in the record which is inaccurate, misleading, or otherwise in violation of the student's rights to privacy under the Buckley Amendment. The principal, or his designee, will make a decision which may be appealed first to the Superintendent and then to the School Board.~~

Timberlane Regional School District	Policy Code: JRA
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~~If a parent or legal guardian wishes to review his/her child's school records, he must complete the appropriate forms available at the guidance office. The counselor will then supervise the gathering of records and meet with the parents to review the contents. The parent/guardian must give a minimum of 5 days notice before reviewing records.~~

Appendix JRA-R

Timberlane Regional School District	Policy Code: JRA
Adopted: 06-06-91 Revised:	Page 1 of 2

STUDENT EDUCATION RECORDS AND INFORMATION

The Timberlane Regional School District shall comply with the Family Educational Rights and Privacy Act ("FERPA") and all other federal and state laws and regulations concerning confidentiality and maintenance of student records and information.

A. Directory Information

The Timberlane Regional School District designates the following student information as directory information: name, participation and grade level of students in recognized activities and sports, height and weight of student athletes, dates of attendance in the school district, honors and awards received, and photographs and videos of student participation in school activities open to the public. The Timberlane Regional School District may disclose directory information if it has provided notice to parents (and eligible students) and has not received timely written notice refusing permission to designate such information as directory information.

B. Military Recruiters/Higher Education Access to Information

Under federal law, military recruiters and institutions of higher education are entitled to receive the names, addresses and telephone numbers of secondary students and the Timberlane Regional School District must comply with any such request, provided that parents have been notified that they and secondary school students have the right to request that this information not be released without their prior written consent.

C. Health or Safety Emergencies

In accordance with federal regulations, the School District may disclose education records in a health or safety emergency without prior written consent to any person whose knowledge of the information is necessary to protect the health or safety of the student or other individuals.

D. Transfer of Student Records

The Timberlane Regional School District sends student education records to a school, school system, or institution of postsecondary education where the student seeks or intends to enroll, or where the student is already enrolled, if the school, school system, or institution or postsecondary education has requested the records, so long as the disclosure is for purposes related to the student's enrollment or transfer. Such records include, but are not limited to, grades and report cards, disciplinary records, attendance records, special education records and health records.

Timberlane Regional School District	Policy Code: JRA
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E. Designation of Law Enforcement Unit

The Board hereby designates its School Resource Officer(s) as the Timberlane Regional School District’s law enforcement unit.

F. Administrative Procedures and Notices

The Superintendent is responsible for developing and implementing any administrative procedures and parent notices necessary to comply with the applicable laws and regulations concerning student education records and information. Notices shall be distributed annually to parents and eligible students concerning their rights under these laws and regulations. A copy of this policy shall be posted in each school.

*Legal Reference: 20 U.S.C. § 1232g; 34 C.F.R. Part 99, as amended
20 U.S.C. § 7908
RSA 189:1-e, 193-D:8, 194:31-a
N.H. Code of Administrative Rules Ed 1119*

*Cross Reference: JRA-E – Annual Notice of Student Education Records and Information Rights
JRA-R – Student Education Records and Information Administrative Procedure
ILD – Student Surveys and Marketing Information
EHB – Records Retention Policy*

Appendix JRA-R

Timberlane Regional School District	Policy Code: FL
Adopted: 05-19-83 Revised: 03-07-91 Reaffirmed: 12-03-98 Revised:	Page 1 of 2

RETIREMENT OF FACILITIES

A school will be considered for a comprehensive closing study if any of the following conditions apply:

1. The school building is inadequate by virtue of age, condition, size of site, or other overriding limitations and cannot reasonably and economically be brought up to the current educational standards.
2. The school has been substantially under capacity for a two-year period and is projected to remain so. "Substantially under capacity" is the difference between program capacity and student membership, such that the students in that grouping could be housed in one school less.

(Instructional programs drawing the majority of students from outside of the regular boundary area of the group of schools will not be considered for this purpose.)

Although use for local community students will be the primary function of a school, unusual circumstances may prevail which will require alternate use of a particular location or building. A closing study of such a school may be authorized by the Board and should be done in a timely manner.

~~A closing study will include direct involvement by those communities considered in the study and will be concerned with the following factors:~~

- ~~1. Review of the in-depth demographic studies and grouping, and consideration of alternatives.~~
- ~~2. Age and current physical condition of the building, its operating systems and program facilities.~~
- ~~3. Adequacy of site, location, access, surrounding development, traffic patterns, and other environmental conditions.~~
- ~~4. Reassignment of children, including alternative plans, according to Board policy.~~
- ~~5. Transportation factors including numbers of children bused, time, distance, and safety.~~
- ~~6. Alternate uses of the building.~~
- ~~7. Costs/Savings: a) Personnel b) Plant Operation c) Transportation~~

FL - RETIREMENT OF FACILITIES

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~~d) Capital Investment e) Alternate Use~~

~~8. Continuity of instructional and community programs.~~

The School Board will make a decision on whether or not to retire a facility after full and careful review of the closing-study's findings.

If the Board decides to retire a facility, the Superintendent will prepare an implementation plan for Board approval. The effective date of implementing the decision will be determined by the circumstances and time required to prepare the community and students for the change.

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RETIREMENT OF FACILITIES

A closing study will include direct involvement by those communities considered in the study and will be concerned with the following factors:

1. Review of the in-depth demographic studies and grouping, and consideration of alternatives.
2. Age and current physical condition of the building, its operating systems and program facilities.
3. Adequacy of site, location, access, surrounding development, traffic patterns, and other environmental conditions.
4. Reassignment of children, including alternative plans, according to Board policy.
5. Transportation factors including numbers of children bused, time, distance, and safety.
6. Alternate uses of the building.
7. Costs/Savings:
 - a) Personnel
 - b) Plant Operation
 - c) Transportation
 - d) Capital Investment
 - e) Alternate Use
8. Continuity of instructional and community programs.

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ATHLETIC TEAM COACHES

Selection Process

Notices of all vacancies for athletic coach positions will be posted at the school and will be advertised as necessary, to be determined by the Superintendent. The School Board recognizes that provisions of the collective bargaining agreement may give qualified teachers priority in interviews and selection for vacant coaching positions.

The athletic director and/or principal will screen applications for appropriate qualifications, competencies, and experience. The athletic director and principal will conduct interviews. The principal will check references. The Superintendent *or his/her designee* will make the ~~recommendation for hire to the School Board for approval~~ *appointments of athletic team coaches.*

All persons approved by the ~~Board~~ *Superintendent or his/her designee* for coaching positions will be subject to criminal background checks, consistent with Board Policies GBCD and IJOC. Persons who have been selected for coaching positions may be hired on a conditional basis, pending a successful completion of the criminal records check.

Coaches Eligibility

Persons selected for coaching positions must meet the “Coaches Eligibility” criteria established by the New Hampshire Interscholastic Athletic Association (NHIAA). Coaches must also receive ongoing and continuing education and training as required or recommended by NHIAA

Additionally, persons selected for coaching positions must be at least 21 years of age, have a valid driver’s license and have at least a high school diploma.

Compensation

Coaches will be compensated at the rate established in the district’s operating budget and/or collective bargaining agreement, if applicable.

Continuation and Dismissal

All coaching positions will be for one season only. The athletic director and principal will make re-appointment proposals for the following season. ~~The recommendation for re-appointments will be made by the Superintendent or his/her designee and forwarded to the School Board for approval.~~ *Coaching positions not held by District staff may be posted internally annually.*

A coach may be dismissed from his/her duties at any time for unprofessional conduct, violation of School Board policies, violation of expectations and responsibilities, and/or any unethical behavior that places students in danger or places the District in an unprofessional light.

Code of Ethical Conduct

Coaches are required to adhere to all school board policies relative to codes of conduct,

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behavior, and expectations. Additionally, coaches are required to adhere to all standards of sportsmanship established in School Board policies and/or by NHIAA.

Violation of any code of conduct may result in immediate termination and/or dismissal.

Legal References:

RSA 189:13-a, School Employee and Volunteer Criminal History Records Check
<http://www.nhiala.org/PDFs/2147/coacheseligibility.pdf>

Timberlane Regional School Board	Policy Code: AB
Adopted: 10-04-90 Revised: 09-07-95 Reaffirmed: 02-24-05 Revised:	Page 1 of 1

THE PEOPLE AND THEIR SCHOOL DISTRICT

The public schools belong to the people. The people govern the schools under rights guaranteed to them under the *State* Constitution and statutes of New Hampshire. The people exercise their proprietorship through the elective process. They elect state and federal representatives who establish--through the Legislature ~~and the Congress~~--the framework of law within which the schools operate. The people elect a local School Board to represent them and to determine local educational plans and policy and to establish long-term educational goals and objectives. The local School Board functions as an agency of the public within this framework.

The School Board is mindful that the people are the ultimate governors of public education and that the Board is directly accountable to the people through the elective process. However, the Board also believes that accountability is a shared responsibility involving students, teachers and other employees, the Superintendent of Schools, and the people themselves, as well as the School Board. The Board, therefore, asserts these beliefs and expectations:

Students should be educated at home and in the schools in order that they will learn to hold themselves accountable for their own lives, actions, and decisions as maturing members of a democratic society.

Teachers should hold students accountable for achieving (recognizing individual abilities and differences) the objectives of each learning experience.

The Superintendent should hold teachers and other employees accountable for working with diligent effort and with intelligence and imagination in achieving the objectives directly related to their stated job responsibilities.

The Board should appoint the most capable person available to hold the position of Superintendent of Schools and should hold him or her accountable for providing creative professional leadership and counsel in all aspects of the school district program.

The Board should also hold itself accountable for carrying out its mandate to plan, to make policy, and to lead in the identification of goals and objectives and the resources necessary for their achievement.

The public should hold itself accountable for maintaining a vigorous interest in, concern for, and constructive criticism of the schools; for electing the most able men and women available to represent them on the School Board and in the State Legislature and U.S. Congress; and for providing the resources necessary for the Board and staff to accomplish the long-term goals and objectives of the school district.

Timberlane Regional School District	Policy Code: ADC
Adopted: 07-21-83 Revised: 02-15-99 Revised: 09-11-02 Revised: 02-24-05 Reaffirmed:	Page 1 of 2

**TOBACCO PRODUCTS BAN
USE AND POSSESSION IN AND ON SCHOOL FACILITIES AND GROUNDS**

Use of Tobacco Products Strictly on Prohibited in/on all School Facilities and/or Grounds

No person shall use any tobacco product in any facility maintained by the School District, nor on any of the grounds of the District.

“Tobacco products” means cigarettes, cigars, snuff, smokeless tobacco, smokeless cigarettes, products containing tobacco, and tobacco in any other form.

“Facility” is any place which is supported by public funds and which is used for the instruction of students enrolled in preschool programs and in all grades maintained by the District. This definition shall include all administrative buildings and offices and areas within facilities supportive of instruction and subject to educational administration, including, but not limited to, lounge areas, passageways, rest rooms, laboratories, classrooms, study areas, cafeterias, gymnasiums, maintenance rooms, and storage areas.

Signs shall be placed by the District in all buildings, facilities and School vehicles stating that the use of tobacco products is prohibited.

It is the responsibility of the building Principal(s), or designee, to initially enforce this policy by requesting that any person who is violating this policy to immediately cease the use of tobacco products. After this request is made, if any person refuses to refrain from using tobacco products in violation of this policy, the Principal or designee may call the local police who shall then be responsible for all enforcement proceedings and applicable fines and penalties.

Students

No student shall purchase, attempt to purchase, possess or use any tobacco product in any facility, in any School vehicle or anywhere on School grounds maintained by the District.

Enforcement of this prohibition shall initially rest with building Principals, or their designees, who may report any violation to the local police department. In accordance with state law, the police department shall be responsible for all proceedings and applicable fines and penalties.

The Principal will develop regulations, which cover disciplinary action to be taken for violations of this policy. These regulations will be communicated to students by means

CURRENTLY UNDER REVIEW BY THE TIMBERLANE REGIONAL SCHOOL BOARD

ADC - TOBACCO PRODUCTS BAN

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deemed appropriate by the Principal. In addition to disciplinary actions taken by the School, criminal penalties for fines may result from violations of this policy.

Employees

No employee shall use any tobacco product in any facility in any School vehicle or anywhere on School grounds maintained by the District.

Initial responsibility for enforcement of this prohibition shall rest with building Principals, or their designees. The Principal may report violations to the local police department. In accordance with state law, the police department shall be responsible for all proceedings and applicable fines and penalties.

The Principal will develop and implement the appropriate means of notifying employees of the possible disciplinary consequences of violating this policy. Any employee(s) who violate this policy are subject to disciplinary action, which may include warning, suspension or dismissal. In addition, fines or other penalties may result from enforcement of these prohibitions by other law enforcement officials.

All Other Persons

No visitor shall at any time use tobacco products in any facility, in any School vehicle, or anywhere on School grounds maintained by the District.

Responsibility for enforcement of this prohibition shall rest with all School District employees who may report violations to the local police department. In accordance with state law, the police department shall be responsible for all proceedings and applicable fines and penalties.

(See also GBED, JICG, KH)

Statutory References:

RSA 155:64 - 77, Indoor Smoking Act

RSA 126 - K:6, Possession and Use of Tobacco Products by Minors

RSA 126 K:7, Use of Tobacco Products on Public Educational Grounds Prohibited

<p>Timberlane Regional School District</p>	<p>Policy Code: GBED</p>
<p>Adopted: 07-21-83 Revised: 02-15-99 Revised: 09-11-02 Revised: 02-24-05</p>	<p>Page 1 of 2 REPEALED</p>

**TOBACCO PRODUCTS BAN
USE AND POSSESSION IN AND ON SCHOOL FACILITIES AND GROUNDS**

See policy ADC.

~~Use of Tobacco Products Strictly on Prohibited in/on all School Facilities and/or Grounds~~

~~No person shall use any tobacco product in any facility maintained by the School District, nor on any of the grounds of the District.~~

~~“Tobacco products” means cigarettes, cigars, snuff, smokeless tobacco, smokeless cigarettes, products containing tobacco, and tobacco in any other form.~~

~~“Facility” is any place which is supported by public funds and which is used for the instruction of students enrolled in preschool programs and in all grades maintained by the District. This definition shall include all administrative buildings and offices and areas within facilities supportive of instruction and subject to educational administration, including, but not limited to, lounge areas, passageways, rest rooms, laboratories, classrooms, study areas, cafeterias, gymnasiums, maintenance rooms, and storage areas.~~

~~Signs shall be placed by the District in all buildings, facilities and School vehicles stating that the use of tobacco products is prohibited.~~

~~It is the responsibility of the building Principal(s), or designee, to initially enforce this policy by requesting that any person who is violating this policy to immediately cease the use of tobacco products. After this request is made, if any person refuses to refrain from using tobacco products in violation of this policy, the Principal or designee may call the local police who shall then be responsible for all enforcement proceedings and applicable fines and penalties.~~

Students

~~No student shall purchase, attempt to purchase, possess or use any tobacco product in any facility, in any School vehicle or anywhere on School grounds maintained by the District.~~

~~Enforcement of this prohibition shall initially rest with building Principals, or their designees, who may report any violation to the local police department. In accordance with state law, the police department shall be responsible for all proceedings and applicable fines and penalties.~~

~~The Principal will develop regulations which cover disciplinary action to be taken for violations of this policy. These regulations will be communicated to students by means~~

<p>Timberlane Regional School District</p>	<p>Policy Code: GBED</p>
<p>Adopted: 07-21-83 Revised: 02-15-99 Revised: 09-11-02 Revised: 02-24-05</p>	<p>Page 2 of 2</p>

~~deemed appropriate by the Principal. In addition to disciplinary actions taken by the School, criminal penalties for fines may result from violations of this policy.~~

Employees

~~No employee shall use any tobacco product in any facility in any School vehicle or anywhere on School grounds maintained by the District.~~

~~Initial responsibility for enforcement of this prohibition shall rest with building Principals, or their designees. The Principal may report violations to the local police department. In accordance with state law, the police department shall be responsible for all proceedings and applicable fines and penalties.~~

~~The Principal will develop and implement the appropriate means of notifying employees of the possible disciplinary consequences of violating this policy. Any employee(s) who violate this policy are subject to disciplinary action which may include warning, suspension or dismissal. In addition, fines or other penalties may result from enforcement of these prohibitions by other law enforcement officials.~~

All Other Persons

~~No visitor shall at any time use tobacco products in any facility, in any School vehicle, or anywhere on School grounds maintained by the District.~~

~~Responsibility for enforcement of this prohibition shall rest with all School District employees who may report violations to the local police department. In accordance with state law, the police department shall be responsible for all proceedings and applicable fines and penalties.~~

See also policies ADC and JICG.

Statutory References:

- RSA 155:64—77, Indoor Smoking Act*
- RSA 126-K:6, Possession and Use of Tobacco Products by Minors*
- RSA 126-K:7, Use of Tobacco Products on Public Educational Grounds Prohibited*

<p>Timberlane Regional School District</p>	<p>Policy Code: JICG</p>
<p> Revised: 10-04-90 Revised: 09-07-95 Revised: 12-03-98 Revised: 09-20-01 Revised: 02-24-05 </p>	<p style="text-align: center;"> Page 1 of 2 REPEALED </p>

**TOBACCO PRODUCTS BAN
USE AND POSSESSION IN AND ON SCHOOL FACILITIES/GROUNDS**

See policy ADC.

~~No person shall use any tobacco product in any facility maintained by the School District, nor on any of the grounds of the District.~~

~~“Tobacco products” means cigarettes, cigars, snuff, smokeless tobacco, smokeless cigarettes, products containing tobacco, and tobacco in any other form.~~

~~“Facility” is any place which is supported by public funds and which is used for the instruction of students enrolled in preschool programs and in all grades maintained by the District. This definition shall include all administrative buildings and offices and areas within facilities supportive of instruction and subject to educational administration, including, but not limited to, lounge areas, passageways, rest rooms, laboratories, classrooms, study areas, cafeterias, gymnasiums, maintenance rooms, and storage areas.~~

~~Signs shall be placed by the District in all buildings, facilities and School vehicles stating that the use of tobacco products is prohibited.~~

~~It is the responsibility of the building Principal(s), or designee, to initially enforce this policy by requesting that any person who is violating this policy to immediately cease the use of tobacco products. After this request is made, if any person refuses to refrain from using tobacco products in violation of this policy, the Principal or designee may call the local police who shall then be responsible for all enforcement proceedings and applicable fines and penalties.~~

Students

~~No student shall purchase, attempt to purchase, possess or use any tobacco product in any facility, in any School vehicle or anywhere on School grounds maintained by the District.~~

~~Enforcement of this prohibition shall initially rest with building Principals, or their designees, who may report any violation to the local police department. In accordance with state law, the police department shall be responsible for all proceedings and applicable fines and penalties.~~

~~The Principal will develop regulations, which cover disciplinary action to be taken for violations of this policy. These regulations will be communicated to students by means~~

<p>Timberlane Regional School District</p>	<p>Policy Code: JICG</p>
<p> Revised: 10-04-90 Revised: 09-07-95 Revised: 12-03-98 Revised: 09-20-01 Revised: 02-24-05 </p>	<p>Page 2 of 2</p>

~~deemed appropriate by the Principal. In addition to disciplinary actions taken by the School, criminal penalties for fines may result from violations of this policy.~~

Employees

~~No employee shall use any tobacco product in any facility in any School vehicle or anywhere on School grounds maintained by the District.~~

~~Initial responsibility for enforcement of this prohibition shall rest with building Principals, or their designees. The Principal may report violations to the local police department. In accordance with state law, the police department shall be responsible for all proceedings and applicable fines and penalties.~~

~~The Principal will develop and implement the appropriate means of notifying employees of the possible disciplinary consequences of violating this policy. Any employee(s) who violate this policy are subject to disciplinary action, which may include warning, suspension or dismissal. In addition, fines or other penalties may result from enforcement of these prohibitions by other law enforcement officials.~~

All Other Persons

~~No visitor shall at any time use tobacco products in any facility, in any School vehicle, or anywhere on School grounds maintained by the District.~~

~~Responsibility for enforcement of this prohibition shall rest with all School District employees who may report violations to the local police department. In accordance with state law, the police department shall be responsible for all proceedings and applicable fines and penalties.~~

See also policies ADC, GBED and KH.

Legal References:

RSA 155:64 – 76, Indoor Smoking Act

RSA 126-K:6, Possession and Use of Tobacco Products by Minors

RSA 126 – K:7, Use of Tobacco Products on Public Educational Facility Grounds Prohibited