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Note: When feasible, TRSB meetings are videotaped. These meeting minutes reflect only a basic summary of the meeting topics, discussion, and action. The Vimeo recording of this meeting can be viewed at: https://vimeo.com/trsd
Materials presented at the board meeting may be viewed at: School Board Meeting Agenda Materials

Timberlane Regional School Board
Meeting Minutes

Regular Board Meeting — **Superintendent's Office**
April 3, 2025 — **30 Greenough Road**
7:01 PM — **Plaistow, NH**

Call to Order
Board Members Present
Katie Knutsen, Mark Sherwood, Marianne Springer, Brienna Woodworth, Donald Woodworth, Alyssa Kowalczyk, Jack Sapia, Paul LeCain (arrived 7:32 pm)

Excused Absence: Shauna Manthorn, Sandra Allaire

Seated at the Board Table
Justin Krieger, Superintendent
Chris Martin, Director of Operations
Abigail Robinson, Student Representative

Administrators Present
Mark Pedersen, Director of Secondary Education

Mrs. Knutsen called the meeting to order at 7:01 pm.

STUDENT, STAFF & FAMILY SHARE

E-Sports Team Coach Matt Jablonski brought with him students on the e-sports team to talk about their experiences. Mr. Jablonski explained that this is a new student club which was started this year and supported by the NHIAA. He explained there is a season where they do most practices and then at the end there is a large tournament hosted at the SNHU campus. It is the NHIAA who chooses the games. The students spoke to their experiences.

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APPROVAL OF MINUTES

MOTION: Mr. Sherwood motioned to approve the Organizational Meeting minutes of 3/20/25. Seconded by Mrs. Springer Motion passed: 7-0-0

MOTION: Mrs. Woodworth motioned to approve the Public Meeting minutes of 3/20/25. Seconded by Mr. Sapia Motion passed: 7-0-0

MOTION: Mrs. Woodworth motioned to approve the Non-Public Meeting minutes of 3/20/25. Seconded by Mr. Sherwood. Motion passed: 6-0-1 (Kowalczyk abstained)

DELEGATES & INDIVIDUALS

Julia Doherty of Atkinson acknowledged the teachers who have continued to show up for our children every day. The next few years won't be easy with these massive budget cuts proposed and we were assured there would be no staff reductions and that our children's education would remain unaffected. That was a false promise. As a community, we must come together and find ways to support our schools through the challenging years ahead.

MOTION: Mr. Sapia motioned to move the remaining 27 minutes to the end of the meeting. Seconded by Mrs. Kowalczyk Motion passed: 7-0-0

STUDENT REPRESENTATIVE

Abigail Robinson informed the Board that NH Public Radio reached out to her a couple of weeks ago. They wanted to know from a student's perspective about the budget cuts. After seeking guidance from Mr. Krieger and Mrs. Allaire, she had the opportunity to speak to NH Public Radio for about 30 minutes which was a very good experience. She presented her school-wide report and highlighted happenings around the district. Some of the highlights starting with the high school were the Youth Risk Behavioral survey was administered last week to the students. The spring sports are starting up. The student council is holding a clothing drive next week for the spring and summer months. The Middle school students are enjoying step aerobics in PE this week. The Atkinson Academy Lip Sync performances were a great success. At Sandown, the American Heart Association fund raiser has officially closed and they were able to raise about $3,720.

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CURRENT BUSINESS

a. TRHS Canopy

Mike Davey from EEI came before the Board with Brad Prescott, an architect who helps EEI with a lot of projects. Mr. Davey described the canopy in front of the high school. It is 250 feet long with 39 steel columns that support the structure. It is about 14 feet wide. The School Board voted to remove the concrete due to safety concerns. He explained that by removing the columns, the concrete sidewalk would need to be patched where the columns were and are concerned it will not look good with 39 patches.

Mr. Davey would like to present two proposals which would be at EEI's cost. The first proposal is to completely remove the concrete sidewalk and repour 250 feet of new concrete and remove the columns all the way down and then to add 9 bollards at the front entrance as a traffic safety measure. The second option would be to repair the canopy as is and put in a new roof covering over it and make the concrete repairs. This would enable them to get another 20 years out of a repair scope. He added that neither option would have an increased cost. EEI will honor the original cost of $47,765.

(Mr. LeCain arrived at the meeting)

Mr. Woodworth asked about the second front entrance and if bollards would be placed there also. Mr. Davey had not planned to do that.

Mr. Sapia asked for a price per bollard. Mr. Prescott does not have a per bollard cost, however, they would need a total of 46 bollards to run the entire length of where the columns are right now.

Ms. Robinson mentioned how having some lighted bollards would help. She was told they are expensive due to the need to run electricity out there. EEI said they would commit to any style bollard on the sheet that was provided to the Board displaying the various styles.

Mrs. Knutsen stated that right now, we are trying to figure out this one section. Additional bollards can be discussed at another time.

MOTION: Mr. Sapia motioned to approve Option #1 of the revised scope of work for the high school canopy project and to allocate FY25 monies to fund the project, maintaining the original project cost quote of $47,765. Seconded by Mrs. Kowalczyk. Motion passed 8-0-0

b. Phase 3 Atkinson Belfry

Mr. Krieger is recommending to allocate FY 25 monies to fund the Phase 3 project of Atkinson Academy's belfry. Phase 3 work focuses on the vertical columns of the belfry, replacing rotted

and damaged support columns of the belfry. This is the final phase of the belfry. There is substantial and ongoing work at the Academy which may allow for efficiencies of continued onsite work.

Mrs. Woodworth asked where the funding is coming from for this. Mr. Krieger responded they would find it in the delta of the lease.

Mr. Sapia supports the recommendation of moving forward on this.

MOTION: Motion made by Mr. Sherwood to allocate FY25 monies to fund the Phase 3 project of the Atkinson's Academy belfry. Seconded by Mr. Sapia.
Motion passed: 8-0-0

c. Utility Van Purchase

Dr. Martin explained that following the March 20, 2025 school board meeting, they pursued additional quotes and have settled on a quote which includes complete outfitting for HVAC work. They are recommending going with the purchase of a utility van through Central Auto Team for a total cost of $55,906.25. If the Board votes to approve this purchase, the district will have a complete complement of facilities technicians. The need for this van is because two HVAC technicians are currently sharing a vehicle which present challenges because their shifts overlap.

Mr. Sapia questioned the overlap and suggested possible changing their hours slightly so there is no overlap. He is trying to understand the need for another vehicle. Mrs. Martin explained it is about efficiency. She said she can provide work orders the two HVAC technicians are attending to.

MOTION: Mr. Sherwood motioned to approve the purchase of an HVAC utility van through Central Auto Team for a total cost of $55,906.25. Seconded by Mrs. Woodworth. Motion passed: 7-1-0 (Mr. Sapia opposed)

d. Recount 2025 Election Results

Mr. Krieger reviewed the recount results. This was focused on Article 2 which was the operating budget. There was no change to the results after the recount. Article 7 was the fund balance

retention. There was a change of 6 votes in the affirmative. It went from a tie of failing, to the 6 yes votes to it passing. It now reverts back to terminating the percentage that was in the warrant article. We now have zero percent ability to retain anything.

e. Fiscal Year 2026 Budget

Mr. Krieger explained at the last meeting, he reviewed the proposed budget cuts which totaled $6,196,611. The target is to reach $6,626,611. There was a variance of $428,540 additional reductions they needed to find. He stated he is going to explain where those additional cuts will come from to get them to the target amount.

They will be eliminating 6 positions at the elementary level. These positions include an open regular paraeducator position at Pollard; a total of 4 technology teachers at Pollard, Sandown North, Atkinson Academy and Danville; 1 classroom teacher at Pollard. These total $456,433.

They will be eliminating 4 positions at the Middle School. These include a PE teacher, Adjustment Counselor, Administrative Assistant, and a special education teacher. These total $335,043.

They will be eliminating 8 positions at the high school which include an engineering teacher, Spanish teacher, English teacher, XL study teacher, regular education paraeducator, attendance administrative assistant, social studies teacher and library paraeducator. These total $515,182.

At the SAU, they will be eliminating the Director of Special Education which totals $164,279.

There are 18 open positions at the District level which consists of 17 paraeducators and 1 second shift custodian. These total $536,709.

Principals and Directors had made more discrete line items reductions and now total $892,209.

There are no further reductions to Transportation which total $900,000. There are no further reductions to Capital Improvement which total $1,000,000.

These cuts total the target of $6,626,611 with no variance. The 37 eliminated positions would be effective 6/30/25 and he will be seeking approval of the FY26 presented budget plan.

Mrs. Kowalczyk asked Mr. Krieger to go through these positions and explain how this is going to affect the learning environment.

Mr. Krieger explained what the impact to the technology teachers will have on us. It will allow us to think about how else are we going to deliver these technology standards. He stated the last person on the list is just a classroom teacher at Pollard. That is connected to the large bubble that

we have seen come through and this is the last year of that. This position will not have an impact on class size.

Mr. Sapia suggested they put a surplus line in the budget for next year to allow the latitude the budget needs.

Mrs. Kowalczyk questioned the elimination of the Special Education Director. She said she is not familiar with all her duties and asked how all those duties are going to get split up.

Mr. Krieger explained what the primary duties are and said he is confident they will be able to distribute and absorb those duties. He described the position serves 3 things. One is through contact with the Dept. of Education around compliance. The second is they manage a large portion of the school district budget, and thirdly, they set processes for both families and students as to what their rights are and eligibility through the process. Also, what the rights of the School District are for those mediations. He also explained we have some positions that have redundancy at our SAU level that are not in other districts. We also have 3 special educator administrators, one at each developmental level and we are looking at their roles and responsibilities here at the SAU.

Mr. Krieger referred to his own growth and explained how in his first year, he spent a lot of attention on facilities, the second year he spent a lot of attention on the financials and Special Education is the next large project for them to really look at and think about how we are doing business.

MOTION: Mr. Sapia motioned to eliminate the 37 reported positions effective June 30, 2025 with regrets. Seconded by Mrs. Springer Motion passed: 8-0-0

MOTION: Mrs. Kowalczyk motioned to approve the Administration's plan to align the FY26 Budget to the voted budget. Seconded by Mr. Sherwood. Motion passed: 8-0-0

Mr. Sapia had wished they had gotten together immediately after the election and had a couple of workshops to dive a little deeper. It concerns him they are down to the penny on this. He doesn't want to make further cuts or go back to the voters. That is his concern with not having an identified buffer.

Mr. Krieger stated they have eliminated a total of 54.5 positions during this budget cycle.

MOTION: Mr. Sherwood motioned to take a 10 minute recess. Seconded by Mrs. Knutsen. Motion passed: 8-0-0

(The Board reconvened at 8:47 pm.)

f. Budget Transfer: Special Education

Dr. Martin presented a budget transfer request from identified lines in order to fund special education services until the end of the 24-25 school year. These request are for transportation, contracted service providers and tuition.

Mr. Krieger indicated to the Board there will be less positions to draw salary from next year.

MOTION: Mrs. Woodworth motioned to accept those budget transfers in the amounts and accounts specified in the Special Education transfer request dated April 3, 2025 in the amount of $1,525,977.32. Seconded by Mr. Sapia. Motion passed: 8-0-0

g. AP Psychology Textbook – Second Read

Mr. Pedersen is before the Board to ask for approval and adoption of the Myers' Psychology for the AP Course the he described at the last meeting and was accepted as a First Read. There have been no changes since the First Read.

MOTION: Mr. Sherwood motioned to approve for a second read and adoption of the Myers' Psychology for the AP course textbook for the TRHS AP Psychology course. Seconded by Mrs. Woodworth. Motion passed: 8-0-0

h. Policies

Mr. Krieger presented Policy EBCC False Alarms, Bomb, Active Shooter and Other Such Threats. The Board approved this as a First Read and there have been no subsequent changes.

MOTION: Mr. Sherwood motioned to approve the second read and adoption of Policy EBCC. Seconded by Mr. Woodworth. Motion passed: 8-0-0

i. 2024-2025 Instructional Hourly Calendar

Mr. Krieger stated we have had two snow days this year and we can certainly operate on the calendar that was previously approved by the Board. We can still keep June 19, 2025 as the last student day and graduation can still be on Saturday, June 14, 2025.

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MOTION: Mrs. Woodworth motioned to approve June 19, 2025 as the last day of school for the Timberlane Regional School District. Seconded by Mr. Woodworth. Motion passed: 8-0-0

j. School Board Goal Process

Mrs. Knutsen provided the School Board goals for the academic year of 2024-2025.

Mrs. Springer asked if the goals stay the same from one year to the next. Mrs. Knutsen explained that some of them do because they want them to continue but some do change. The Board discusses these in June to address the goals they have achieved and to decide whether to keep it or do something different.

k. Committee Assignments

Mrs. Woodworth requested to be on the Wellness Committee. Mrs. Knutsen agreed to that.

Mr. Krieger spoke to the Strategic Planning Committee. They have a written plan in place and he recommends possibly redistributing some of that time and resources to other committees. He would want to bring back that committee when we are at a place where they could write another strategic plan in the next 2-3 years.

It was the consensus of the Board to put the Strategic Planning Committee on hold for a year.

Mrs. Manthorn emailed a request to be on the Curriculum and Assessment Committee. Mr. LeCain will be on the Policy Committee. Mrs. Springer will be on the Curriculum and Assessment Committee. Mr. Sapia will be on the Facilities Committee.

Mrs. Woodworth mentioned the public would like to charge the School Board with creating a new Committee to study the feasibility of a 2.5 % tax cap. Mr. Krieger said it would be for the Committee to study the feasibility and impact of a 2.5% tax cap.

Mrs. Knutsen would like to table this discussion on Committees to the next meeting. The Board was in agreement.

ADMINISTRATORS' REPORT

Dr. Martin invited the School Board to attend the April 7th Ribbon Cutting ceremony for the Tennis Courts at 3:30 pm. A Ribbon Cutting is also scheduled on April 24th for the track.

Mr. Henderson, Facilities, and she took a look at an e-commerce platform called Opus. This might be an opportunity to expedite some of our bidding on materials. They are a cooperative purchasing group.

The CIP organizational meeting is scheduled on April 14th at 6:15 pm. The Facilities organizational meeting is scheduled for April 15th at 1:00 pm.

Dr. Martin spoke to the regional director for First Student regarding a tracking system when a child needs to ride a different bus. She could track the timing of when they will be going to arrive. The regional director said they are updating their tracking software and hope to see those improvements going forward.

Dr. Martin described a project brought forward by the Director of Student Services. The principals have been very clear that they have some issues with students in Tier 1. Some are starting to exhibit behaviors that are more than challenging for the average educator. They will be bringing in a trainer. This will benefit all our students in the elementary schools. They will teach identified teachers in our schools how to write formal behavioral assessments.

Mr. Krieger said they are fairly confident they will secure a rate of 4.6% points marker for Phase 3 of the lease.

He was contacted by the core members of the tax impact group. He met with them yesterday and it was a good question and answer opportunity and this will be ongoing.

He received an invitation from an Atkinson resident who wants to do an interview with him and have it broadcast on the Atkinson TV channel which he has agreed to do.

They have been working with the Center for School Climate and Learning. Those student and staff teams will be finishing that work in the spring. Their last residency with that organization is on April 13th and 14th. We had staff participate in a graduate course run by Dr. Preble.

Mr. Krieger let the Board know we had our first Budget Committee meeting a week ago and he recommended to them that it would be an excellent opportunity to have a student representative on the Budget Committee just like the School Board does. He believes this could be an ELO opportunity along with other opportunities.

Mr. Krieger spoke to Senate Bill 297. He read a letter from the Secretary of State's office. It is looking to have more regulation around risk management pools. That includes Healthtrust that we use right now. SchoolCare and Primex are in support of SB297. Healthcare is one of two pools who are opposed. He read a letter from Healthcare which states if SB297 passes in its current form, they will be forced to end their coverages for January groups effective June 30, 2026.

APPROVED

PERSONNEL REPORT & RENOMINATION REPORT

MOTION: Mr. Sherwood motioned to accept the professional resignations of Isabelle Carter, English Teacher, TRHS; Stacey Parise, Math Teacher, TRHS; Deanna Flug, Special Education Teacher, Sandown North; Mark Hanik, Science Teacher, TRHS. Seconded by Mrs. Springer Motion passed: 8-0-0

MOTION: Mr. Sherwood motioned to accept the professional retirement of Alison Angle, Special Education Teacher, TRMS. Seconded by Mr. Woodworth Motion passed: 8-0-0

b. **RENOMINATION REPORT**

MOTION: Mr. Woodworth motioned to accept the renominations as presented in the Renomination Report dated April 3, 2025. Seconded by Mrs. Springer
Motion passed: 8-0-0

COMMITTEE REPORTS

Mr. Sapia asked about having the CIP meeting and Facilities meeting currently scheduled for April 14th and April 15th, to be rescheduled because he will be away on business. He asked if it could be scheduled the following week. Mr. Krieger stated he would have whoever is going to be the Vice Chair on those committees to connect with Mr. Sapia.

Mr. LeCain updated the Board on Curriculum and Assessment.

OTHER BUSINESS

a. Track Grant Resolution

APPROVED

MOTION: Mrs. Kowalczyk motioned to authorize that Justin Krieger, Superintendent of Schools, is duly authorized to enter into contracts or agreements, regarding the federal Land and Water Conservation Fund – State and Local Assistance program grant #33-00751_Timberlane Public Track, on behalf of Timberlane Regional School District with the State of New Hampshire, acting by and through the Department of Natural and Cultural Resources, and is further authorized to execute any documents on behalf of Timberlane Regional School District which may be in his/her judgement desirable or necessary to effect the purpose of this resolution. Seconded by Mr. Woodworth Motion passed: 6-0-2 (Mrs. Woodworth, Mrs. Springer abstained)

DELEGATES AND INDIVIDUALS (cont'd)

Chris Citorick of Atkinson addressed the Board. He spoke about how he was told that no positions would be cut and children's education would not be affected by this new proposed budget. He thought it was a lie when it was stated, but now knows it is a lie. The positions that have been cut are real people with a real impact to real children's lives. Things need to turn around. Everyone in the district is going to have to make a choice on where they stand on public education.

There was no further business before the Board.

NON-PUBLIC SESSION

MOTION: Mr. Sherwood motioned to enter non-public under RSA 91-A:3, Paragraph II (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant. Seconded by Mrs. Woodworth
Motion passed 8-0-0

The Board was polled:

D. Woodworth – yes Knutsen – yes Sherwood – yes Sapia – yes LeCain – yes
McCormick – yes Springer – yes B. Woodworth - yes

Motion passed 8-0-0 to enter non-public at 9:40 pm.

APPROVED

The Board returned to public session at 10:05 PM to seal the minutes and adjourn.

MOTION: Mrs. Kowalczyk motioned to seal the minutes. Seconded by Mr. Woodworth Motion passed: 8-0-0

Respectfully submitted,

Linda Mahoney
Recording Secretary

Approved by the School Board on April 17, 2025