APPROVED PUBLIC MEETING MINUTES

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
October 1, 2026
6:30 PM

Superintendent's Office
30 Greenough Road
Plaistow, NH

Call to Order
Mr. Sherwood called the meeting to order at 6:31 PM.

Board Members Present
Shawn O'Neil, Marianne Springer, Paul LeCain, Alyssa Kowalczyk, Mark Sherwood, Don Woodworth, Jack Sapia

Excused Absence: Shauna Manthorn
Katie Knutsen

Seated at the Board Table
Justin Krieger, Superintendent
Sandra Allaire, Assistant Superintendent
Ginger Drechsel, Director of Student Services
Noah Darnstaedt, Student Representative

Administrators Present
Maria Watkins, Business Administrator/CFO
Lucy Canotas, Director of Elementary Education
Kurt Schweiss, Director of Music/PAC
Dawn Roberson, Middle School Special Education Coordinator

APPROVAL OF MINUTES

Mrs. Springer noted a correction to the September 17th meeting minutes to change the reference to the high school WIN program to the middle school WIN program.

MOTION: Mr. Sapia motioned to approve the September 17, 2026 meeting minutes as amended. Seconded by Mrs. Springer. Motion passes 6-0-1. (Yes: Springer, Kowalczyk, Woodworth, Sapia, Sherwood, O'Neil; Abstain: LeCain)

Student, Staff, Family Share

Fifth-grade students from Atkinson Academy, accompanied by School Counselor Kristen Woodworth, presented the school's PAWS behavior and character recognition program. The students explained how PAWS is incorporated throughout the school day and demonstrated the expectations through student skits. The presentation also addressed bullying prevention, including the distinction between an upstander and a bystander.

DELEGATES & INDIVIDUALS

Mike Richeson, from Atkinson, addressed the Board regarding concerns about communications among Board members and the Superintendent relating to the prior Deliberative Session and a tax-cap warrant article. Mr. Richeson expressed concerns regarding transparency, Board conduct, and public trust.

Mr. Sapia spoke as a Delegate to clarify that the characterization of communications involving seven Board members was inaccurate and stated that the Board had publicly voted 9-0 regarding the warrant article. Additional discussion addressed the role of the Deliberative Session moderator and the distinction between public discussion and Board action.

MOTION: Mr. Sherwood motioned to move the remaining 24 minutes of Delegates & Individuals to the end of the meeting. Seconded by Mrs. Springer. Motion passes 6-0-1. (Yes: O'Neil, Springer, Kowalczyk, Sherwood, Woodworth, Sapia; Abstains: LeCain).

Student Representative

Mr. Darnstaedt reported on activities at Timberlane Regional High School, including Spirit Week, the upcoming pep rally and dance, PSATs, senior parking spaces, ALICE training, a fire drill, and parent-teacher conferences. He also reported on athletics, including the rescheduling of athletic contests following weather cancellations, the upcoming Project Hope football game, Athletic Hall of Fame activities, and student participation in the national anthem.

At the middle school, Mr. Darnstaedt noted the four-week WIN cycle and the use of i-Ready data to monitor student progress. The eighth-grade Adventure Lore field trips were also discussed. At Sandown North, he spoke on the student morning news program and the new student newspaper.

CURRENT BUSINESS

a. State & Local Trends in Special Education

Superintendent Krieger and Mrs. Drechsel presented information on national, New Hampshire, and Timberlane special education trends, including enrollment and identification trends, staffing challenges, funding and expenditures, contracted services, and the relationship between service intensity and costs. The Board discussed differences among federal, state, and local funding sources and the impact of special education requirements on local taxpayers. Superintendent Krieger reported that Timberlane's percentage of students receiving special education services had declined over the prior four (4) years while remaining above the national percentage.

Nicole McCarthy (Special Education Teacher), Eric Carelli (Special Education Teacher), Leah Poulin (Social Worker) discussed increasing student mental health concerns, including stress, executive functioning difficulties, dysregulation, anxiety, and school refusal. They noted that students experiencing these challenges may struggle to access the regular school environment, with some refusing to attend school altogether. The staff emphasized the importance of working collaboratively with families to support students and noted that these concerns are increasingly being observed at younger ages. The Board discussed potential contributing factors, including family dynamics, technology, and the role of discomfort in developing problem-solving and coping skills.

b. PAGS Audit Presentation

Mrs. Drechsel provided an update on the New Hampshire Department of Education's PAGS review and the district's corrective action process. The review examined special education program structure, federal performance indicators, educational environments, equitable services, IEP implementation, and student records. The state reviewed 36 IEPs using 22 indicators and identified 18 instances of non-compliance, primarily related to documentation and implementation of services rather than a failure to provide services. Findings included documentation of service delivery and parent concerns, gaps between IEP effective dates, parent signatures and effective dates, and documentation of supplementary services.

Mrs. Drechsel explained that corrective action will include reviewing records, verifying services were provided, addressing documentation deficiencies, providing compensatory education when required, and training staff. The Board discussed staffing levels, caseloads, documentation requirements, and staff time devoted to compliance. Mrs. Drechsel reported that the corrective action and compliance plan would be submitted to the Department of Education in October, with the process expected to continue through June or July 2027. Staff feedback identified staffing shortages, funding constraints, limited collaboration time, and training needs, while family feedback included appreciation for improved communication and concerns regarding IEP communication, access to ABA services, and additional behavioral training.

c. Music Department Florida Field Trip Sponsorships

Mr. Schweiss proposed establishing a sponsorship model in partnership with the Timberlane Music Association to raise funds to support the students' trip to Florida. The model would be similar to the sponsorship program used by the Athletics Boosters and would focus on developing ongoing community partnerships. The Board also discussed potential fundraising opportunities and

whether existing district policies governing sponsorships, signage, and advertising would apply.

MOTION: Mr. O'Neil motioned to approve implementing a local business and community sponsorship model, in collaborating with the Timberlane Music Association to offset student costs for the April 2027 Music Department trip to Florida. Seconded by Mr. Sapia. Motion passes 7-0-0 (Yes: Springer, Kowalczyk, Woodworth, Sapia, Sherwood, O'Neil, LeCain)

d. Curriculum Revisions

i. English for the Trades – Second Read

Assistant Superintendent Allaire presented the second read of the new half-credit English for the Trades course. The course is intended initially to be offered through the Evening Division and is designed to support students pursuing trade-related pathways.

MOTION: Mr. Sapia motioned to accept the second read and adoption of the English for the Trades Curriculum. Seconded by Mrs. Kowalczyk. Motion passes 7-0-0 (Yes: Springer, Kowalczyk, Woodworth, Sapia, Sherwood, O'Neil, LeCain)

ii. NH History – Second Read

Assistant Superintendent Allaire presented the second read of the new half-credit New Hampshire History course which is a state requirement associated with the graduating class of 2030. The course may also be offered through Evening Division and as an elective option for other students.

MOTION: Mr. Sapia motioned to accept the second read and adoption of the NH History new course curriculum. Seconded by Mrs. Kowalczyk. Motion passes 7-0-0. (Yes: Springer, Kowalczyk, Woodworth, Sapia, Sherwood, O'Neil, LeCain)

iii. Algebra II – Second Read

Assistant Superintendent Allaire presented revisions aligning the one-year and two-year Algebra 2 offerings so that students receive consistent units of study, competency skills, and course titles regardless of the course sequence.

MOTION: Mrs. Springer motioned to accept the second read and adoption of the Algebra II curriculum. Seconded by Mr. Woodworth. Motion passes 7-0-0. (Yes: Springer, Kowalczyk, Woodworth, Sapia, Sherwood, O'Neil, LeCain)

iv. Elementary PE – Second Read

Mrs. Canotas Administration presented revisions to the Pre-K–5 physical education curriculum following the Board's prior first read. Four (4) skills were reviewed and incorporated into the appropriate curriculum units. One (1) skill concerning technology tools that support physical activity goals was moved from physical education to health.

MOTION: Mrs. Kowalczyk motioned to accept the second read and adoption of the Elementary Physical Education curriculum revisions. Seconded by Mr. Woodworth. Motion passes 7-0-0. (Yes: Springer, Kowalczyk, Woodworth, Sapia, Sherwood, O'Neil, LeCain)

e. Policies

i. Second Read BGAA

Assistant Superintendent Allaire presented revisions to Policy BGAA regarding the process for suspension, waiver, and repeal of policies. The second reading incorporated the amendment approved at the prior School Board meeting, replacing "revocation" with "repeal" in the title to maintain consistency throughout the policy.

MOTION: Mr. Woodworth motioned to accept the second read and adoption of policy BGAA. Seconded by Mr. Sapia. Motion passes 7-0-0. (Yes: Springer, Kowalczyk, Woodworth, Sapia, Sherwood, O'Neil, LeCain)

ii. Second Read GCCAD

Assistant Superintendent Allaire presented the proposed new Policy GCCAD, Leave for Uniformed Service Members or Their Spouses. She noted it provides protections and benefits applicable to spouses of uniformed service members.

MOTION: Mrs. Springer motioned to accept the second read and adoption of policy GCCAD. Seconded by Mr. Woodworth. Motion passes 7-0-0. (Yes: Springer, Kowalczyk, Woodworth, Sapia, Sherwood, O'Neil, LeCain)

iii. Revoke Policy BGF

The Board could not proceed with the repeal of Policy BGF, Waiving, Suspending, & Revoking Policies, because a full Board was not in attendance.

f. Elementary Education Resources in Sandown

Superintendent Krieger presented information regarding the current elementary school

configuration in Sandown. Sandown Central serves preschool through kindergarten, while Sandown North serves grades one (1) through five (5), with students transitioning to the main campus for sixth grade. The presentation noted that the transition from kindergarten to first grade requires a change in buildings, Sandown North is operating at capacity, additional residential development is being approved in Sandown, and the district is operating within a constrained fiscal environment. He also referenced a 2017 educational space study.

The Board discussed enrollment projections, facility capacity, future development, the condition and functionality of Sandown Central, and the district's long-term educational space needs. The Board expressed support for exploring potential options, and administration was asked to develop a proposed structure and scope for a study committee and bring the recommendations back to the Board for approval. No formal vote was taken.

g. Right to Know Requests Website Posting

Superintendent Krieger presented a proposal for posting a Right-to-Know request log on the district website, including the date received, case number, requester, description of requested materials, and date of compliance. The Board discussed the potential benefit of increased transparency and the possibility of reducing duplicate requests. The Board also discussed the administrative resources associated with processing Right-to-Know requests.

MOTION: Mrs. Springer motioned to post the district's Right-to-Know log, including the date of submission, case number, requester, and description of materials requested. Seconded by Mr. Sapia. Motion passes 7-0-0. (Yes: Springer, Kowalczyk, Woodworth, Sapia, Sherwood, O'Neil, LeCain)

The Board subsequently discussed including access to the responsive materials associated with each request.

MOTION: Mr. O'Neil motioned to amend the previous action to include a hyperlink providing access to the Right-to-Know information requested, moving forward. Seconded by Mr. LeCain. Motion passes 4-3-0. (Yes: O'Neil, LeCain, Kowalczyk, Sapia; No: Springer, Sherwood, Woodworth)

Administrator's Reports

Superintendent Krieger provided updates on fiscal information previously shared with the Budget Committee, including district expenditures and purchase orders for FY2024 through FY2026, as well as the interaction between HB 564 and HB 1300 and the resulting SAU budget requirements. The Board was advised that the SAU budget is separate from the district operating budget and will require a public hearing and Board vote before January 1st, after which it will be presented to voters as a separate warrant article and reviewed by the Budget Committee. Administration clarified that the SAU budget

would not have a traditional default budget if rejected by voters; instead, an adjusted budget would be developed pursuant to the statutory methodology. Administration also noted the limited meeting opportunities before the November 3rd general election to provide public education or discussion regarding the potential impact of the tax cap.

Mrs. Drechsel noted that the Child Find screening event will be held on November 19th at Sandown Central for children ages two (2) and a half through six (6) who are not currently enrolled in school.

Personnel Report - None

Committee Reports

Mr. Sapia noted that CIP is prepared to present their recommendations to the Board at the next meeting.

Mrs. Kowalczyk provided an update on the stakeholder review required for Policy JICK. The stakeholder group is expected to meet in October, with results anticipated for the November Policy Committee meeting and subsequent presentation to the Board.

Mrs. Springer informed the Board that questions at the Budget Committee meeting had been raised regarding School Board stipends and the district's Chromebook replacement program.

Correspondence

The Board discussed the purpose of the newly added correspondence agenda item, which provides Board members an opportunity to respond to correspondence received or issues raised at prior meetings after having an opportunity to review and research the matter.

Mr. Sherwood addressed correspondence and statements concerning communications among Board members and the Superintendent related to the prior Deliberative Session and a tax-cap warrant article. He clarified that the communications presented did not represent a Board vote or coordinated effort to establish a tax-cap figure and stated that the Deliberative Session is conducted under the authority of the elected moderator. Further discussion addressed transparency, Right-to-Know requests, public records, the importance of accurate context, and maintaining public trust.

Mr. O'Neil inquired about the status of a concern that a constituent raised to him regarding a teacher asking a student about their COVID-19 vaccination status. Superintendent Krieger referred the matter to Middle School Principal. He and Principal Mencis followed up with the parent and provided assurance that the situation would not occur again.

Other Business

Mr. Sapia recognized and thanked the Lions Club for conducting vision screenings for students at Atkinson Academy and for its willingness to support the district.

In addition, Mr. Sapia discussed the use of screen time and the potential future consideration of a

graduated approach by grade level. The discussion included the district's use of print instructional materials and the budgetary implications of replacing books and other instructional resources. No action was taken.

There were no additional delegates and individuals.

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. Springer. Motion passed 7-0-0. (Yes: Springer, Kowalczyk, Woodworth, Sapia, Sherwood, O'Neil, LeCain)

The Board was polled:
O'Neil – yes Springer – yes LeCain – yes Kowalczyk – yes
Sherwood – yes Woodworth – yes Sapia– yes

The Board entered non-public at 9:43 PM.

The Board returned to the public session at 10:43 PM.

MOTION: Mr. O'Neil motioned to seal the non-public minutes of October 1, 2026. Seconded by Mr. LeCain. Motion passes 7-0-0. (Yes: O'Neil, LeCain, Kowalczyk, Sapia, Springer, Sherwood, Woodworth)

There was no further public business. The meeting was adjourned at 10:44 PM.

Respectfully submitted,
Kelly Salovitch
Recording Secretary

Approved by the School Board on 10/15/26.