

**Timberlane Regional School Board**  
**Atkinson, Danville, Plaistow and Sandown**  
**New Hampshire**

**Regular Meeting**  
**April 17, 2008**  
Regular meeting

**SAU 55 Office**  
**Plaistow, NH**

**Call to Order**

William Baldwin, TRSB Chair, called the April 17, 2008 regular meeting of the Timberlane Regional School Board to order at 7:30 pm.

**Roll Call was taken**

**Present:** Lori Aubrey, William Baldwin, Stephen Brown, Arlene Champey, Robert Collins, Elizabeth Kosta, Michael Mascola, John Paone, Lisa Withee and Emily Weston.

**Absent: None**

**Administrators present**

Richard La Salle, Superintendent  
Peg Ralph, Director of Elementary Education  
Charles Coker, Director of Secondary Education  
George Stokinger, Business Administrator  
Kathy Smith, Assistant Business Administrator

**Approval of minutes**

- **Motion:** Mrs. Withee made a motion, seconded by Mr. Brown to
- **Voted:** Accept the minutes of the April 3, 2008 regular and Non-public meeting minutes of the Timberlane Regional School Board as written.
- **Passed:** Unanimous

**Delegations and individuals**

**School Report**

Emily Weston extended her congratulations to Sarah Cannon and Emily DeBaun who were selected as National Merit Scholarship Finalists. She also reported that students are preparing for the NEASC visit that will take place when they return from vacation. The boys and girls track and field teams won their meet this past week.

**Student Council Report**

Kevin Zambrano reported that student council members have been busy planning the end of the year activities, with one being Teacher Appreciation scheduled for the week of May 12<sup>th</sup>. Also scheduled for the week of May 12<sup>th</sup> is the distribution of baskets (made by student council members) to the custodians, librarians, bus drivers and secretaries; and Big Buddy Little Buddy and Kids Day In events.

New Student Council member applications are due on April 18<sup>th</sup>, at which time the council will review them and make decisions during the vacation week.

**Current Business**

**Model UN Team**

The board congratulated the members of the Model UN Team who recently won first place (Best Delegation) in the University of Massachusetts competition. The following students were awarded specific individual awards: Morgan Lingar, Moria Shaliwal, Chris Guzman and Conor Dube, with Colin Finn winning two awards. The team presented a plaque of appreciation to Mr. Woodworth at which time he (Woodworth) thanked Mr. Anthony Hanscome who has supported this competition for the past thirty years and will be retiring in June of this year.

### **School Board Goals**

Board members reviewed the 2008-2009 proposed School Board goals noting revisions to goal numbers one and four and the removal of goal number eight.

**Motion:** Mr. Mascola made a motion, seconded by Mr. Brown to

- **Voted:** Accept the revised goals
- **Passed:** withdrawn

Upon further discussion the board made additional revisions to goal number seven, adding "with ongoing evaluations of committees." Members requested the proposed changes be made and presented at the next board meeting.

### **Middle/High School Entrance and Dismissal Time**

Mr. La Salle recommended a change to the start and dismissal times at the middle and high schools to allow for a safer environment in the parking lots for student, parents and staff. This change would consist of delaying the high school bus schedule arrival time by ten minutes and dismissing students five minutes earlier, as well as increasing the arrival time by ten minutes and dismissal time by fifteen minutes at the middle school. The elementary schools arrival and dismissal times would be delayed by ten minutes. He reiterated that these changes would create a safer environment for all. A discussion ensued which resulted in the board requesting this subject to be placed on the June 5th meeting agenda.

### **Strategic Planning and Facilities Evaluation**

Mr. La Salle reported that three teams are currently working on the long-range plans for the strategic planning project. Mr. La Salle hopes to present the strategic plan before the 2009-2010 budget season.

He then asked team chairs to report on their progress.

Team #1: Mrs. Ralph reported that her team will collect data on what the district would like to be known for in the future, as well as what's important to the district, staff and community. They will use several tools to do this including an online survey.

Team #2: Mr. Woodworth reported that his team's task is to envision what the District would like the students to be like in the future - what skills and attributes does the District want them to have?

Team #3: Mr. Coker indicated his team will report on the findings of teams one and two and then draft the mission, vision and goals statements of the District. His team will then utilize this data when devising structural expansion options and creating an educational climate consistent with these goals.

Mr. La Salle further clarified that the culmination of all this data will produce a well-rounded vision of the District's desired direction. He then inquired if the board was interested in hearing from engineering firms and/or NESDEC on how to accomplish these strategic goals. The Board responded affirmatively.

### **Truant Officer**

Mr. Baldwin noted that at one time the District had its own Truant Officer who dealt with student attendance issues, specifically unexcused absences. The option of appointing the SRO as the Truant Officer might raise jurisdictional issues, as the District's current SRO is a Plaistow Police Officer, and Timberlane is comprised of three other towns besides Plaistow. Additionally, a Truant Officer would need the flexibility to spend an entire day in court if the need arises.

He went on to explain that another aspect of a Truant Officer's duty is to be able to authorize "CHINS" in the event that a child is out of control or there is evidence of neglectful acts of a parent.

Mr. Coker noted that administrators (three at least) currently perform this duty, however, someone is needed who can devote their time and efforts to this task alone. Mr. Baldwin reported that the District is required by law to have a Truant Officer.

A discussion ensued which resulted in the board requesting a truancy report from the Superintendent.

### **SRO Evaluation Committee**

Mr. Baldwin requested that a committee be formed to evaluate the SRO program to determine if the needs of the District are being met. Discussion ensued and concluded with a Board member directive to email Mr. Baldwin if they were interested in serving on this committee.

Mr. La Salle informed the board that a candidate for the Director of Elementary Education has been waiting to be interviewed by the board and then provided the option to proceed out of the agenda order and interview this candidate at this time.

- **Motion:** Mr. Brown made a motion, seconded by Mrs. Aubrey
- **Voted:** To approve a change in the agenda order and proceed with Personnel
- **Passed:** Unanimous roll call

### **Non-Public Session**

- **Motion:** Mrs. Kosta made a motion, seconded by Mrs. Aubrey
- **Voted:** To enter into a non-public session 91A:3II (c) at 7:45 pm
- **Passed:** Unanimous roll call
  
- **Motion:** Mrs. Aubrey made a motion, seconded by Mrs. Champey
- **Voted:** To come out of the non-public session at 8:35 pm
- **Passed:** Unanimous roll call

**No action was taken during the non-public session.**

### **Personnel**

Richard La Salle recommended the Board approve the nomination of Kelli Killen for the position of Director of Elementary Education for the 2008-2009 school year.

**Motion:** Mrs. Kosta made a motion, seconded by Mrs. Champey

- To accept the nomination of Kelli Killen, Director of Elementary Education
- Passed:** Unanimous

Richard La Salle recommended the Board approve the re-nomination of  
Linda Chase TRMS School Adjustment Counselor

**Motion:** Mrs. Kosta made a motion, seconded by Mrs. Champey

- To accept the re-nomination of Linda Chase as TRMS School Adjustment Counselor

**Passed:** Unanimous

Richard La Salle recommended the Board approve the re-nomination of  
Jennifer Bordis Danville, Grade 3 Teacher

**Motion:** Mrs. Champey made a motion, seconded by Mr. Paone

- To accept the re-nomination of Jennifer Bordis as Danville, Grade 3 Teacher

**Passed:** Unanimous

### **Administrator's Report**

Mr. La Salle reported that the high school renovation project is in the electrical and mechanical planning stage and that he is pleased with the progress of the project.

The middle school project has progressed to the point of trimming/spending cuts to organize the project within the stated budget.

Regarding the current budget, Mr. Stokinger reported there are line items (telephone/data lines, special education transportation, and architectural fees) that have exceed their budgeted amount. He also noted a savings in the following accounts: utilities, middle school SRO and benefits which offset the deficient in the budget by approximately \$132,000. Currently there is a need to identify architectural fees for the middle school project and Mr. La Salle recommended looking at the current budget for those fees.

Mr. Stokinger reported that they are in the process of closing the kindergarten construction project with a final cost of \$797,083.76. He reviewed a letter that was sent to the New Hampshire Department of Education for the remaining monies due from the state for their 75% share of the project. The board reviewed some of the changes to the project including the additional costs for the retaining wall and the sprinkler system. It was noted that the proper procedures of presenting all monetary changes to the project prior to authorization of the change were not followed.

### **Non-Public Session**

- **Motion:** Mrs. Champey made a motion, seconded by Mr. Paone
- **Voted:** To enter into a non-public session 91A:3II (c) at 10:00 pm
- **Passed:** Unanimous roll call
  
- **Motion:** Mrs. Aubrey made a motion, seconded by Mrs. Kosta
- **Voted:** To come out of the non-public session at 11:10 pm
- **Passed:** Unanimous roll call

**No action was taken during the non-public session.**

- **Motion:** Mrs. Kosta made a motion, seconded by Mrs. Withee
- **Voted:** Administration to provide a detailed informational report of the close out costs of the Atkinson Kindergarten construction project.
- **Passed:** Unanimous

### **Reports of the School Board**

None

**Correspondence - None**

**Vendor and Payroll Registers - Done**

**Other**

Mr. Baldwin reported that at the May 8<sup>th</sup> School Board meeting the board will welcome Senators Barnes and Downing to discuss the New Hampshire Retirement System.

Having no additional business before the board, Mr. Brown adjourned the meeting at 11:15 pm.

Respectfully submitted,

Nancy Danahy  
Timberlane Regional School Board Clerk