

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

Regular Meeting
June 7, 2007

SAU 55 Office
Plaistow, NH

Mr. Baldwin (Chair) called the meeting to order at 7:30 pm

Roll call was taken

Present: Mrs. Aubrey, Mr. Baldwin, Mr. Brown, Mrs. Champey, Mrs. Kosta, Mr. Luongo, Mr. Mascola, Mrs. Withee, and Ms. Weston

Absent: Mr. Paone

Administrators Present

Dr. McDonald	Superintendent
Mr. LaSalle	Assistant Superintendent
George Stokinger	Business Administrator
Kathy Smith	Assistant Business Administrator
Peg Ralph	Director of Elementary Education
Charles Coker	Director of Secondary Education
James Hughes	Director of Facilities
Heidi Webster	Principal of Atkinson Academy

Ms. Weston led the Pledge of Allegiance.

Approval of Minutes

On a motion by Mrs. Kosta, second by Mrs. Withee

- Voted: To approve the minutes of the May 17, 2007 regular meeting and non-public meeting.
- Passed: Seven in favor, two abstentions (Mr. Baldwin and Ms. Weston)

Delegations and individuals

Ms. Weston reported members of the senior class ended their classes this week with final exams, all other students will be taking exams next week. The seniors are especially busy with Scholarship night, Honors Recognition, Cording Ceremonies, graduation practices, prom, a senior boat cruise and other important events.

The junior students attended the Honors Recognition Night, where many were recognized with awards for scholar achievements, leadership and patriotism as well as consecutive honors with distinction. They also participated in NHECAP testing in the area of Science in late May. An assembly was held in recognition of academic achievements for sophomores and freshman. During the first week of June, Timberlane hosted our Hawaiian students from Kamehameha High School as part of the Kaulele Pueo program offered between Timberlane and Kamehameha. The students stayed with selected Timberlane Juniors who had recently visited the Kamehameha School in Hawaii and participated in activities including shopping in Boston, hiking in the mountains, and kayaking in the rapids of Northern New Hampshire. Graduation ceremonies for the class of 2006-2007 are Friday, June 8th, at the high school, rain or shine. On a special note Timberlane council members received the Ann Reardon IOU award for their community service for last years Big Buddy/Little Buddy Day.

Ms. Weston introduced Kevin Zambrano, who is the student council representative to the TRSB.

Kevin Zambrano reported that student council members recently inducted new members and officers for the upcoming school year. The council doubled in size this year and they are hoping to reach out into the community more and also bring the spirit level in the school to a new high. This year's new officers are

President	Breanne Timura
Vice President	Emily Weston
Secretary	Danielle Dalton
Treasurer	Tim Streeter
Historian	Kristen Janowicz

The council has been planning for upcoming summer meeting as well as spirit week days. Members will be sponsoring a table at Plaistow Old Home's Day where they will sell necklaces and bracelets that children can make on their own.

Mr. Baldwin recognized Arlene Champey for her continued hard work and dedication to all the student and staff at the Timberlane School District. Mrs. Champey has served as Chair person for the last 3 years, one of those years filling in for another school board member. As a TRSB member she is always ready and willing to devote time and effort to the board and it is a great honor to serve with her. She is an inspiration to us all. He then presented her with a lovely bouquet of flowers in appreciation.

Mr. Baldwin noted that a special presentation will be held at the June 21st, meeting which will start at 7PM.

Current Business

Morning Program at Atkinson Academy

Heidi Webster, Principal of Atkinson Academy reported Countryside Schoolhouse has requested to run a before-school program starting in the fall of 2007 from 7:00 am to 8:25 am for the students of Atkinson Academy. They currently run the after-school program and Mrs. Webster has been impressed by the program and supports their request for a before-school program.

On a motion by Mrs. Champey, seconded by Mr. Brown

- **Voted:** To approve the Countryside Schoolhouse's request to operate their before-school program at Atkinson Academy beginning in the fall of 2007.
- **Passed:** Unanimous

Kindergarten Construction Project

Mr. Hughes updated the board on the progress of the Atkinson Academy kindergarten construction project. The addition is weather tight, electrical work will began today, siding will start on June 8th, and the plumbing is scheduled. The project is running on-schedule and under budget.

Mr. Hughes informed the board that the Atkinson Fire Department (AFD) has requested that turning radius for fire trucks behind school be considered. To accommodate this request the wall project would need to be re-engineered. Mr. Hughes presented information and a drawing for a retaining wall that allows the turning radius that the AFD requested. This would be an additional cost from the original plan for material and labor. He informed the board the original budget will allow for these changes. Bids are now in process. Next report on this project is scheduled for June 21, 2007 meeting of the TRSB.

Mrs. Aubrey thanked Mr. Hughes for his bid summaries that are attached to invoices submitted for payment for this project. The summaries are very informative when reviewing the invoices and it clearly shows that Mr. Hughes is following the directive given by the board. It is appreciated by the board.

Kindergarten

Mrs. Ralph reported the kindergarten committees are meeting weekly and are continuing to work on organizing the bid process for an August delivery of supply products. Excitement is building about Kindergarten class of 2020 promotional plan. The recent information nights held at the schools are positive and fun. They celebrate with song and confetti, and the teachers have decorated the walls with letters from the students. Parents can feel the excitement. Mrs. Ralph reported on the summer plans for teachers which include training and workshops.

Danville Paving Project

Mr. Hughes reported that a few months ago the Fire Chief from Danville complained about the parking situation at the Danville Elementary school. Mr. Hughes contacted Busby Construction to review the issues and work together to find a solution. Busby Construction proposed adding a total of 36 parking spaces by expanding the parking lot adjacent to the bus loop and joining it to the parking area built during school expansion in 2000. Total proposed area of new parking is 1,190 square yards. The cost for this project is \$25,350.00.

On a motion by Mrs. Champey, seconded by Mr. Luongo

- **Voted:** To approve proposed paving plan for Danville Elementary School.
- **Passed:** Unanimous

Mrs. Withee thanked Mr. Hughes for his professionalism. She noted that when asked to look into a water issue at the Pollard School, which was scheduled for repair as a summer project, Mr. Hughes's staff corrected the problem immediately. Mr. Hughes commended his staff on their work and noted the cost saving when we are able to use in-house staff on these projects instead of contracting outside vendors.

TRMS Schedule

Mr. Coker presented the written proposed schedule for the TRMS for the 2007-2008 school year.

On a motion by Mrs. Aubrey, seconded by Mrs. Kosta

- **Voted:** To approve the Middle School schedule as presented for the 2007-08 school year.
- **Passed:** Unanimous

Food Service

Mr. La Salle reviewed the food service committee project noting the schedule was tight but the committee worked long and hard to achieve their goals. He is pleased with their work. They had two tasks: review food service vendors and interview candidates and then make a recommendation to the board, all done in the best interest of the district. The committee interviewed three qualified candidates and two food service companies.

The key to a quality food service program is the program Director. It is necessary to have a clear plan in place to achieve a quality food service program. Some of the district needs are a POS system, utilizing and expanding facilities as well as increasing the choices and quality of foods. The time line for these goals is opening of school in September 2007.

The recommendation of the Committee is to retain Café Services, as they are able to change out equipment, expand and reorganize space for the high school and middle school. They will also provide a POS system by Nutrikids, expert resources and use locally grown foods. There would be a price increase to the lunch program which is outlined in the proposal of a 5 year contract with an annual renewal. Current food service workers would maintain their positions. A discussion ensued.

The following tools would be in place to monitor the progress of the proposed program.

- 1) Participation Rate
- 2) Financials
- 3) Surveys
- 4) Committee review

Government foods are currently used and would be used by Café Services where it fits in to the overall plan. Mrs. Smith recapped the information reviewed by the committee. She noted that Café Services provides the opportunity for the changes the district needs in their time frame.

On a motion by Mrs. Champey, seconded by Mrs. Kosta

- **Voted:** To approve recommendation of cafeteria review committee as presented.
- **Passed:** 6 in favor/ 1 opposed (Mr. Brown)

On a motion by Mr. Mascola, seconded by Mrs. Champey

- **Voted:** To accept the meal and breakfast pricing as described by Café Services
 - **TRHS and TRMS** lunch price of \$2.00
 - **Elementary** lunch price of \$2.00
 - **Reduced** lunch price of \$0.40
 - **District** Breakfast price of \$1.00
 - **Reduced** Breakfast price of \$0.30
- **Passed:** Unanimous

Tuition Rates 2007-2008

Mr. Stokinger reviewed the proposed tuition rates for the 2007-2008 school year.

Kindergarten	\$ 5,000
Elementary	\$10,000
Middle School	\$10,200
High School	\$ 9,600
Special Education	\$19,800

On a motion by Mr. Mascola, seconded by Mrs. Withee

- **Voted:** To approve proposed tuition rates for the 2007-2008 school year as presented.
- **Passed:** Unanimous

On a motion by Mrs. Aubrey, seconded by Mrs. Withee

- **Voted:** To approve tuition list as presented and authorize Superintendent to approve other requests as they are received, conditional that enrollment numbers do not exceed acceptable classroom size.
- **Passed:** Unanimous

Federal Funding Authorization

Each year the school board has granted authorization of signatures for the ODM forms 1, 3 and 4.

On a motion by Mrs. Kosta, seconded by Mrs. Aubrey

- **Voted:** To authorize the Superintendent, Assistant Superintendent, Business Administrator and Assistant Business Administrator to sign all federal project forms, all federal and state funding forms and all grant agreements as required throughout the 2007-2008 school year.
- **Passed:** Unanimous

South Hampton Tuition Request

A request from SAU 21 inquiring if TRSD would consider entering into a dialogue to consider tuitioning South Hampton grades 9-12 at Timberlane. A discussion ensued.

On a motion by Mrs. Champey, seconded by Mr. Luongo

- **Voted:** To decline to enter into discussion with SAU 21 regarding tuitioning grades 9-12 from South Hampton to TRHS at this time.
- **Passed:** Unanimous

Administrator's Report

Dr. McDonald reported that graduation is scheduled for Friday, June 8th and seniors are enjoying their senior activities. Proposed plaques for the building projects are available for the board to review.

Mr. La Salle noted the excitement this time of year around the district and he was able to eat out three times this week while attending district dinners.

Personnel Reports

Dr. McDonald recommended accepting the nominations the following staff;

- Jennifer Barcelos Sandown North Grade 2
- Meredith Estabrook Atkinson Academy
- Nancy Green TRHS
- Jessica Jamieson Pollard Grade 5
- Alice Klaxton TRHS
- Katherine Landry TRMS
- Heather Roy TRHS
- Jessica Skelton Sandown North Grade 3

On a motion by Mrs. Withee, seconded by Mrs. Kosta

- **Voted:** To accept the nominations of;
 - Jennifer Barcelos Sandown North Grade 2
 - Meredith Estabrook Atkinson Academy
 - Nancy Green TRHS
 - Jessica Jamieson Pollard Grade 5
 - Alice Klaxton TRHS
 - Katherine Landry TRMS
 - Heather Roy TRHS
 - Jessica Skelton Sandown North Grade 3
- **Passed:** Unanimous

Dr. McDonald recommended accepting the resignations effective June 30, 2007 for the following:

- Janet Hart TRMS
- Debra Bamforth TRMS
- Leslie Leahy TRMS
- Ryan Quinn Pollard

On a motion by Mrs. Kosta, seconded by Mr. Mascola

- **Voted:** To accept the following resignations with great regret and appreciation for their work effective June 30, 2007;
 - Janet Hart TRMS
 - Debra Bamforth TRMS
 - Leslie Leahy TRMS
 - Ryan Quinn Pollard
- **Passed:** Unanimous

Dr. McDonald noted the transfers of the following individuals,

- Rebecca Almy to Pollard TLS Speech/Lang Pathologist
- Stacey Auger to Pollard OTR
- Elizabeth Rincon to SAU office Asst Director of Pupil Personnel Services

Mrs. Champy noted that Stacey Auger who is transferred to Pollard OTR has the same last name as Michelle Auger, Principal of Pollard Elementary School. She requested that the SAU office verify if Stacey and Michelle are related.

Congratulations was extended to all and Dr. McDonald noted that with the transfers and resignations of these four staff members who are accepting positions in or with other school districts shows that the administration of this district supports their staff and encourages professional growth.

Committee Assignments

Mrs. Withee attended the ASD committee meeting; they discussed the growing needs of the ASD program throughout the district.

Mrs. Champy attended the community and district safety committee meetings and thanked Mr. Coker for his work with these committees. Summer projects were discussed for EEE and West Nile viruses as well as the high school lock down and improvements needed to this program. An action plan was created. Fire safety issues were discussed and our

consultant from Primex advised we make an update to the language on the field usage forms regarding the use of the fields. They also recommended EEE and/or West Nile virus issues should be considered. The committee set goals for the 2008 school year and will relocate the future meeting for both the district and committee to the SAU office.

Reports of School Board - Board members reported on their attendance at school activities.

Correspondence Folder - Done

Vendor and Payroll Registers - Done

Other

Non-Public session

On a motion by Mrs. Aubrey, second by Mrs. Withee

- **Voted:** To go into non-public session: 91A: 3.II (c) reputation @ 10:00 pm
- **Passed:** Unanimous

On a motion by Mrs. Aubrey, second by Mr. Brown

- **Voted:** Agreed to come out of non-public meeting at 10:30 pm
- **Passed:** Unanimous

No action was taken during non-public session.

Mr. Baldwin adjourned the meeting at 10:30 pm

Respectfully submitted,

Nancy Danahy
School Board Clerk