

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

**Regular Meeting**  
**June 19, 2008**

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

**Call to Order**

William Baldwin, TRSB Chair, called the June 19th 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, Elizabeth Kosta, Michael Mascola, John Paone, Lisa Withee.

**Absent:** Robert Collins,

**Administrators present**

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

William Baldwin led the board in the pledge of allegiance.

**Approval of minutes**

- **Motion:** Mrs. Champey made a motion, seconded by Mrs. Withee to
- **Voted:** Accept the minutes of the June 15, 2008 Regular and Non-public sessions of the Timberlane Regional School Board with the following changes.
- **Change:** Regular meeting Page 4, Administrator's Report, change Crabtree report to school approval visit.
- **Passed:** Unanimous

**Delegations and individuals**

**School Report**

Mr. Woodworth reported that Joseph Delfino was voted as the school board representative and noted what an accomplishment it is to be chosen to represent the students of Timberlane. He stated that Mr. Delfino will be an asset to the school board, the board then welcomed Mr. Delfino. Joseph Delfino thanked the school board for this opportunity then immediately began his report noting the Varsity softball team won the Class L State championship and Timberlane Track and Field had winners in both the State Championships and Meet the Champions competition. In May the Model United Nations club won the Secretary-General's award at the Northeastern Conference. Students are now taking their finals this week and preparing for the summer vacation.

**Student Council Report- None**

## Current Business

### **Model United Nations**

Student Carl Flynn reported the Model UN team won the President's award in early May and also placed first in research and writing. The team presented the award to Mr. Woodworth and recognized Anthony Hanscome, their team leader who is retiring after 30 years of teaching in the District. The team thanked the school board for their continued support.

### **Food Service**

The board thanked Kathy Smith, Assistant Business Administrator who spearheaded the food service project district wide. Mrs. Smith thanked Tom Tanner and Mike Lewis who organized the kitchen staff to accomplish the changes in the lunch programs across the district. She also thanked the food service staff at all the schools who supported the program, rose to the challenge and commended the staff on a job well done.

Mrs. Smith reported the food service program over all was a success and we are closer to achieving our goals. Some noted accomplishments this year were the new point-of-service (POS) system, sandwich and salad bars. Facilities and Technology worked together to install software and equipment, they accomplished their goal and were ready for the start of school in September. New equipment totaling \$75,000 was installed and another \$50,000 is earmarked for 2008-2009 school year.

The good news is that the program ended the school year in the black and paid for itself this past year. The bad news is food prices are on the rise and could negatively affect the program. Mrs. Smith suggested an increase be proposed in August. The increase of \$0.25 for the cost of hot meals and \$0.10 for milk costs. Mrs. Aubrey voiced her concern of the timing of the cost increase that an earlier notification may allow families to set aside the increased cost over a longer period of time. Mr. Brown would like to have the cost communicated to the community as early as possible. Joseph Delfino voiced his support for the decision to increase prices earlier rather than later.

Mrs. Smith also organized the central processing of the free or reduced lunch program district wide. Mr. La Salle explained the filing process and how the program connects to the funding for the district from the state and encouraged families to apply for the program. Mrs. Smith clarified that basic information is needed in the application process and the application can be obtained from the website. The completed form should be sent to Mrs. Smith at the SAU office.

### **Mr. Brown made a motion, seconded by Mrs. Aubrey**

- **Voted:** To approve an increase in the cost of hot lunches by \$0.25 and milk by \$0.10 throughout the district beginning in September of 2008.

	<b>Currently</b>	<b>Proposed</b>	
○	<b>\$1.75</b>	<b>\$2.00</b>	<b>Elementary Lunches</b>
○	<b>\$2.00</b>	<b>\$2.25</b>	<b>TRMS/TRHS Lunches</b>

- **Passed:** Unanimous

### **Financial Report**

Mr. Stokinger reported on the 2007-2008 budget. He stated of the \$57,493,020 2007-2008 budget variances that negatively affected the budget were telephone/data lines, special education transportation and architectural fees. Some positive influences were utilities, middle school SRO

and benefits (health insurance). The net balance of \$373,000 is a small amount considering a fifty-seven million dollar budget. Mr. Stokinger voiced his concern of the raising fuel costs that will affect electricity, natural gas and fuel oil costs in the next budget. He suggested setting aside \$73,000 from the 2007-2008 school year budget to help off-set raising fuel costs.

**Mrs. Champey made a motion, seconded by Mrs. Withee**

- **Voted:** To approve setting aside up to \$73,000 from the 2007-2008 budget surplus for energy costs.
- **Passed:** Unanimous

**Kindergarten**

Mrs. Ralph thanked the Kindergarten classroom teachers, para educators, school staff and parents who made this program a success. She reported on a job well done and read a note from each principal of the four elementary schools. Providing the school board with gifts from the kindergarten students she showed the progression of learning for the districts youngest students. Mr. Baldwin thanked Mrs. Ralph for her leadership of the kindergarten program from presenting the information to the tax payers, who then supported kindergarten in the District to the success of this first year. Mrs. Aubrey also expressed her appreciation for Mrs. Ralph citing her gift of education to the Districts students. The school board conveyed their admiration for Mrs. Ralph many years of dedicated service to the students and staff of the Timberlane District.

**Policies**

The following policies were presented to the school board for their consideration.

- Policy ACE           Procedural safeguard - nondiscrimination on basis of handicap/disability
- Policy BHE           School board use of email
- Policy DJB           Purchasing procedures
- Policy DJE           Bidding requirements
- Policy EBCB         Fire Drills
- **Motion:** Mrs. Aubrey made a motion, seconded by Mrs. Champey
- **Voted:** Adopt the following policies as written.
- Policy ACE         Procedural safeguard - nondiscrimination on basis of handicap/disability
- Policy BHE         School board use of email
- Policy DJB         Purchasing procedures
- Policy DJE         Bidding requirements
- Policy EBCB        Fire Drills
- **Passed:** Unanimous

**Administrator's Report**

Mr. La Salle thanked Krista Warren, all the administrators and students for their organization of this year's graduation. It was a success and expressed his admiration of the students who presented their speeches that evening. Coach Mike Sorter had his last girl's softball game claiming the class L state championship which is a tribute to his years of service to all the students of the District.

Mr. La Salle clarified the board would need to make a motion to authorize the Superintendent to make tuition decisions during the summer months when the board is not meeting on a regular schedule.

- **Motion:** Mrs. Aubrey made a motion, seconded by Mrs. Kosta
- **Voted:** To authorize the superintendent to make decisions regarding the cost of tuition for students who do not live in the district.
- **Passed:** Unanimous

### Personnel

Mr. La Salle recommended nominating the following staff:

- Marcia Blutstein Pollard Elementary Guidance Counselor
- Cathleen Foss Pollard TLC Preschool Teacher
- Jennifer Hodnett Sandown Central Grade 1 Teacher
- Nancy Isaac TRMS French Teacher
- Beth Kisiel Danville Media Generalist
- Melissa Lefebvre Sandown North Grade 2 Teacher
- Alexis McConnell TRMS Art Teacher (1 year assignment)

- **Motion:** Mrs. Aubrey made a motion, seconded by Mrs. Withee
- **Voted:** To approve the following nominations
- Marcia Blutstein Pollard Elementary Guidance Counselor
- Cathleen Foss Pollard TLC Preschool Teacher
- Jennifer Hodnett Sandown Central Grade 1 Teacher
- Nancy Isaac TRMS French Teacher
- Beth Kisiel Danville Media Generalist
- Melissa Lefebvre Sandown North Grade 2 Teacher
- Alexis McConnell TRMS Art Teacher (1 year assignment)
- **Passed:** Unanimous

Mr. La Salle recommended accepting the resignations of the following professionals:

- Lisa Maloney Pollard Guidance Counselor
- Derek Young TRHS Mathematics
- **Motion:** Mrs. Champey made a motion, seconded by Mrs. Kosta
- **Voted:** To approve the following resignations
- Lisa Maloney Pollard Guidance Counselor
- Derek Young TRHS Mathematics
- **Passed:** Unanimous

Mr. La Salle reported Kathleen Sherman-DeRoche has been appointed as the Sandown Central School Nurse.

### Reports of the School Board -

Mr. Mascola, Mr. Baldwin and Mr. Brown are working as the community relations committee to include reporting before local selectmen to bridge the communication between the towns and the District. Mrs. Kosta reported on the final meeting of the curriculum committee and Mrs. Withee complimented Mrs. Belcher on her exceptional skills at documenting minutes of the facilities committee. She also reported the facilities committee will invite the budget committee to attend

the tours of the schools as well as having Dean Zanello video tape the tours for the public to view. Mr. Brown and Mrs. Champey would like to see the school board raise funds to sponsor a scholarship for students. Organized events would help raise the money needed and the board would set the criteria for the scholarships. Mrs. Champey reported the negotiation committee will create a schedule for the upcoming meetings. Mrs. Champey and Mr. Collins met with the Danville selectmen; they would like information on the District's capital improvement plans and the method to cross check students who claim they reside in Danville. Mr. Baldwin thanked Mrs. Ralph for her impact on the District over the years. He also reported the next school board meeting is scheduled for August, he reminded the students "Don't forget to enjoy reading this summer, have fun and be safe."

**Correspondence** - None

**Vendor and Payroll Registers** - Done

**Other**

Mr. Stokinger reported the high and middle schools renovation projects are in the prep work stage, they are clearing the area and preparing for construction. It was noted that the District has building permits from Plaistow for these projects and the target completion date is August 15<sup>th</sup>. Board members are invited to tour the renovations but were asked to please notify the construction manager prior to entering the site, wear closed toed shoes and it is a hard hat construction area.

Having no additional business before the board, Mr. Baldwin adjourned the meeting at 8:50 pm.

Respectfully submitted,

Nancy Danahy  
Timberlane Regional School Board Clerk