

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

Regular Meeting  
June 21, 2007  
7:00 PM

SAU 55 Office  
Plaistow, NH

Prior to the commencement of the official school board meeting, Mr. Baldwin recognized Dr. McDonald and Arlene Champey for their hard work and dedication to all the students and staff at the Timberlane School District. Dr. McDonald is retiring after 12 years with the District and Mrs. Champey has served as Chair person for the last 3 years. Mr. Baldwin stated that as Superintendent and a TRSB member they were always ready and willing to devote time and effort to the students, staff, community and board members. He went on to say that it has been a great honor to serve with them as they are an inspiration to all.

Mr. Baldwin (Chair) called the meeting to order at 7:40 pm

Roll call was taken

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

**Absent:** Mrs. Aubrey

**Administrators Present**

Dr. McDonald	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
Donald Woodworth	Principal of TRHS
Tim Lena	Teacher TRHS

Ms. Weston led the Pledge of Allegiance.

**Approval of Minutes**

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

- Voted: To approve the minutes of the June 7, 2007 regular meeting and non-public meeting with corrections
- Passed: Unanimous

**Delegations and individuals**

Ms. Weston proudly presented the school report noting the Timberlane Regional High School's Class of 2007 successfully held their Graduation Ceremony on June 8 on the Timberlane Football Field. It was an exciting evening for all in attendance. Monday, June 11<sup>th</sup> was the final day of classes for all other high school students. Exams took place from Tuesday, June 12<sup>th</sup> through Friday the 15<sup>th</sup> and the year ended on a good note. The 2007-2008 school year will begin on September 4<sup>th</sup>.

Kevin Zambrano reported that after finals were completed Student Council members volunteered their time to help teachers pack away their materials. Teachers expressed their appreciation and are looking forward to the council members' assistance in September.

During the summer two student council officers will be attending the National Student Council Conference and many council members will be attending a camping trip to Pawtuckaway. The council members are in the final stages of planning for Plaistow Old Home Day where they will sponsor a table for children to make jewelry.

## Current Business

### Information of Literacy Standards Curriculum

Chuck Coker presented Judy Baldwin and Pat Collins who reported on the Literacy Standards. They conveyed the ten essential objections, and the nine standards for all graders including kindergarten. They reviewed how the program is designed to work together for the progression of all grades and the growth indicators from Kindergarten to graduation.

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

- **Voted:** To accept the Literacy Standards as written.
- **Passed:** Unanimous

### Destination Imagination Reports

The Danville DI team thanked the TRSB for their support. The team reported they were paled with students from Istanbul, Turkey and what a wonderful learning adventure their project was. They enjoyed the competition and trading pins as well as meeting students from around the world. They presented Dr. McDonald with a shirt to show their appreciation of the support from the TRSB and the district. Mrs. Ralph congratulated the students and their parents on a job well done!

The TRMS team thanked the TRSB for their support and congratulated Dr. McDonald on his upcoming retirement. The team reviewed the DI goals of fostering creativity and problem solving skills as well as developing team work and leadership skills. The TRMS DI team placed 30<sup>th</sup> out of 73 places. They created a great structure and answer to their "central challenge", however, they did not perform as well in the instant challenge portion of the program. They will work on improving these skills for the next competition. They will also enlist the help of teachers in fostering these skills. They suggested that in the future all the Timberlane DI teams work together on joint fundraisers in support of any teams that advance in this program.

The students were exposed to many other countries including Turkey, China, Guatemala, etc. They learned about teamwork within a diverse team. They improved their long term problem solving skills with each competition and learned about fundraising.

### Presidential Candidates Town Meeting Forum

Tim Lena reported that the Sanborn/Timberlane Safe and Drug Free Coalition (STSDFC) would like to enter their names in a "hat" to possibly host the Presidential candidates in a "Town Meeting" forum. The forum would focus on issues of addiction. Mr. Lena indicated the coalition was approached by Tom Coderre, a director of HBO a mini-series documenting addiction, who noted they are looking for venues for the town meeting debate. The organization would do all the "leg work" and they propose using the PAC for the venue. Mr. Lena noted this is a good opportunity for the district and students.

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

- **Voted:** To approve the Sanborn/Timberlane Safe and Drug Free Coalition to organize hosting a "Town Meeting" for Presidential candidates at the PAC.
- **Passed:** Unanimous

The TRSB suggested this may be an opportunity to use our distance learning program if possible.

## Updates

### Kindergarten Construction

Mr. Baldwin announced that the TRSB is aware of the current media reports regarding the kindergarten project and that he would like to take the time to answer questions and dispel any rumors. He noted an invitation to attend this meeting was extended to the Atkinson Selectmen; however, none were in attendance.

In direct response to the media reports, Mr. Baldwin stated that there have been no orders from the State Fire Marshals office to shut down the project.

He further clarified that problems with the State Fire Code were discovered, and will be corrected. He stated the board feels this problem could have been avoided had there been better communication between the Timberlane Administration and the board. He then expressed the importance of being a good neighbor with the Town of Atkinson by securing proper permits. He ordered all district personnel to take immediate action to rectify this situation and to secure proper permits from now on. He stated the process may have gotten ahead of the progress.

The project itself is in good shape with engineering documents due next week with an estimated August 1<sup>st</sup> work date for finishing touches on the project. The policies relating to building projects will be reviewed by the policy committee for current town and state compliance.

Mr. Hughes updated the board on the progress of the Atkinson Academy retaining wall project. He informed the board that as a good neighbor the wall was re-designed so a fire truck would be able to turn around in that area. The estimated cost of the wall is \$136,450, which includes engineering and installation. The wall plans propose a 5'X310" foot fence that will be installed on top of the wall which will measure 17' at the highest point. The cost for this wall would still leave the project within budget. The board instructed Mr. Hughes to work with the building inspector on the construction of this wall. A discussion ensued.

Mr. Hughes reported that extra consideration on the turning radius for the fire trucks resulting in the increase in the size of the retaining wall and the installation of a sprinkler system was added, but not required. He also reported the project is still on time and meets or exceeds all building and safety codes.

Dr. McDonald presented to the board an agreement dated January 30, 1996 that stated due to Plaistow's permit charges the 1995-1996 TRSB negotiated to have fees and permits waived in the towns of Atkinson, Danville, Plaistow and Sandown. Mr. Baldwin again expressed the board's concern regarding the communication between the Timberlane Administration and the TRSB.

Mrs. Kosta inquired if the retaining wall plans have been approved by the Fire Marshal, and if not, to please review them with him and provide documentation of his (Fire Marshal's) approval. Discussion continued noting that communication with the Town of Atkinson is very important. This communication includes providing the town with the retaining wall engineered plans. Mr. Hughes noted that the plans had been submitted to the Atkinson Fire Department on May 2<sup>nd</sup>, and it is his intention to continue to communication with the town. He then noted construction is scheduled begin on July 9<sup>th</sup>, as only site work is being done now.

The board expressed concern about the retaining wall meeting or exceeding safety codes since it is 17' at its highest point. They questioned whether this proposed 5' fence would be an adequate deterrent for a school yard of active children. A suggestion to increase the height of the fence and/or seek a design with smaller links in the fence was raised.

Mr. Hughes noted he is seeking the board's approval to start site work on the retaining wall.

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

- **Voted:** To begin construction of retaining wall contingent upon signed documentation from the appropriate Town of Atkinson official, allowing the removal of dirt prior to receiving documentation with signature.
- **Passed:** Unanimous

The TRSB stated that Mr. Hughes is doing a wonderful job and instructed him to keep the TRSB informed.

**Kindergarten**

Mrs. Ralph proposed an early release day schedule for kindergarten students for the 2007-2008 school year. She noted that all early release dates do not affect union contract regulations. The schedule would support teachers and the kindergarten program. If school is not in session due to weather conditions, morning session kindergarten will not report.

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

- **Voted:** To approve the 2007-2008 school year early release kindergarten schedule as proposed.
- **Passed:** Unanimous

The TRSB requested Mrs. Ralph report on the Kindergarten curriculum at the August 16<sup>th</sup>, meeting.

**High School Water System**

As requested by the board, Mr. Hughes reported on the water issues at the TRHS. In the past year school was released early when many students flushed toilets at the same time creating a surge in water pressure. The original tank was installed 1964, and it is not adequate to serve the number of students currently enrolled at the high school as well as the impact from the addition of the PAC.

Mr. Hughes had contacted R. E. Prescott Co., Inc. for solutions and presented the following options:

**Option #1** At an estimated cost of \$47,310.75, they could replace the existing 4,000 gallon hydro pressure tank with a larger 10,000 gallon hydro tank. This option does not meet the latest state codes.

**Option #2** At an estimated cost of \$65,070.36, which does not include excavation or electrical connection costs, they could replace the existing 4,000 hydro pressure tank with a larger 20,000 gallon atmospheric storage tank to meet NHDES standards. Busby Construction has presented an estimate of \$49,275 for excavation costs. Busby Construction noted that because the tank is centrally located, it will require framing as well as stripping asphalt and excavating down 20' for the proposed tank. The total estimated cost for Option #2 would be \$115,000.

A discussion ensued.

Mr. Stokinger reviewed the Executive Summary of Accounts for the 2006-2007 school year, noting the energy savings due to our current programs. The lower cost of fuel, combined with lower health insurance rates and the monies set aside for the SRO at the TRMS, Mr. Stokinger felt confident sufficient funds would be available to complete this proposed project.

The board discussed the timing of the proposal, and then instructed Mr. Hughes to complete all requirements on bidding and permits on this project. Mr. Hughes noted that the delivery of materials for this project is 4 to 6 weeks. This would push the bidding process back resulting in not completing the project before the start of school in September. With the centrally located tanks, this would create a problem for both students and staff. The board inquired if a tank could be ordered and bids requested for the rest of the project. Mr. Stokinger reviewed the bid process timeline. He noted that the timeframe necessary for the placement of a newspaper legal advertisement for the solicitation of bids, and the collection of the responses, would extend the project beyond the start of school. The board suggested direct solicitation for bids be sought by contacting companies directly and not advertising in the newspaper.

The board expressed their disappointment with the timing of this project noting they feel pressured to react to this need without following the district's outlined process. Mr. Brown specifically expressed his concern relative to providing a decision without having all the facts.

Dr. McDonald stated the board requested Mr. Hughes to review the water pressure issues at the TRHS and seek a solution. Mr. Stokinger was asked by Dr. McDonald to review the executive summary verifying any monies that may be available for this project. Mr. Hughes and Mr. Stokinger were asked to find a solution and they have done just that. When it is possible, more lead time is extended to the board. Mr. Hughes and Mr. Stokinger should not be reprimanded for their efforts. The board agreed and recognized the efforts of Mr. Hughes and Mr. Stokinger, then asked to have more lead time on projects proposed in the future.

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

- **Voted:** To approve continuing with the proposed TRHS water system project according to TRSD policy and to encumber \$125,000 for site work and equipment.
- **Passed:** Eight in favor, one abstention (Mr. Paone)

### **Financial Reports**

Mr. Stokinger reviewed the executive summary noting the district savings for utilities and benefits. The board thanked Mr. Stokinger for his efforts and his report.

### **Timberlane Regional High School Report**

Mr. Woodworth thanked Dr. McDonald and the board for their support of the senior class and for their leadership. He reported 2006-07 was a good year for the high school. The will continue with talks about shared concerns to improve the culture. A survey of staff, students, parents and community members resulted in identifying an area that needs improvement. He noted respect is an issue they would like to address. He also noted plans to improve respect among students which include changes to the dress code and improving campus atmosphere. He then described the positive results from participating in Rachel's challenge, holding class meetings, implementation of a recycling program maintained by students, and increased publications of the school newspaper "The Scribe".

He stated everyone is looking forward to the 2007-2008 school year with a follow up pf Rachel's Challenge called Rachel's Legacy, as well as creating freshman teams and developing new school rules for electronic devices. Mr.

Woodworth then reviewed the class of 2007 statistics noting the increase in graduating students who will be attending their first choice 4-year and 2-year colleges as well as proprietary schools.

Mrs. Champey thanks Mr. Woodworth for his overview of the school year.

### **Administrator's Report**

Dr. McDonald thanked the board and communities for their support during his tenure and noted because of the wonderful working relationships many accomplishments have been achieved over the past years. Thank you~

### **Personnel Reports**

Dr. McDonald recommended accepting the nominations the following teaching staff:

- Stefanie Barkanic TRHS Biology
- Albert Bradley TRHS Mathematics/Engineering
- Robert Delorie TRHS French
- Elizabeth Felder Pollard TLC Preschool
- Suzanna Hartman TRHS Chemistry
- William Metevier TRHS/TRMS Music
- Darlene Nulk TRHS ASD
- Sungeeta Sud TRMS 7<sup>th</sup> Grade
- Maureen White TRHS Special Education
- Derek White TRHS Algebra/Geometry

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

- **Voted:** To accept the nominations of;
  - Stefanie Barkanic TRHS Biology
  - Albert Bradley TRHS Mathematics/Engineering
  - Robert Delorie TRHS French
  - Elizabeth Felder Pollard TLC Preschool
  - Suzanna Hartman TRHS Chemistry
  - William Metevier TRHS/TRMS Music
  - Darlene Nulk TRHS ASD
  - Sungeeta Sud TRMS 7<sup>th</sup> Grade
  - Maureen White TRHS Special Education
  - Derek White TRHS Algebra/Geometry
- **Passed:** Unanimous

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

- Laura Kavanaugh TRHS English

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

- **Voted:** To accept the following resignation effective June 30, 2007;
  - Laura Kavanaugh TRHS English
- **Passed:** Unanimous

### **Committee Assignments**

Mrs. Kosta attended the Professional Development committee meeting; they discussed the planning for early release days in 2007-2008 school year.

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

### **Non-Public session**

**On a motion by Mrs. Champey, second by Mr. Mascola**

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

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

- **Voted:** Agreed to come out of non-public meeting at 11:45 pm
- **Passed:** Unanimous roll call

**Correspondence Folder** - Done

**Vendor and Payroll Registers** - Done

**Other**

Mr. Paone requested a detailed report of the executive summary report discussed this evening. He also publicly congratulated Krista Warren for organizing the 2007 graduation: it was a great success!

Mr. Baldwin reported House Bill 2 passed the Senate, and is back in the House. The House Bill refers to the special provision for FY08 in that each municipality's grant shall be the greater of the FY06 grant multiplied by 105% or the FY08 grant calculated per RSA 198:38-198:41 multiplied by 94.6596522%. The FY09 grant will be the same as FY08.

Mr. Baldwin adjourned the meeting at 11:40 pm

Respectfully submitted,

Nancy Danahy  
School Board Clerk