

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

Regular Meeting  
December 6, 2007  
7:30 PM

SAU 55 Office  
Plaistow, NH

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

Roll call was taken.

Mr. Paone led the Pledge of Allegiance.

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

**Absent:** Mrs. Aubrey and Mr. Brown

**Administrators Present**

Richard La Salle	Superintendent
Sandra Hodgkins	Transportation Coordinator
Scott Strainge	School Improvement Facilitator - TRHS
Charles Coker	Director of Secondary Education
Donald Woodworth	Principal- TRHS
George Stokinger	Business Administrator
Kathy Smith	Assistant Business Administrator

**Approval of Minutes**

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

- Voted: To approve the minutes of the November 15, 2007 regular and non-public meetings.
- Passed: Unanimous

**Delegations and individuals**

**School Report**

Ms. Weston reported that after Thanksgiving holiday students and teachers returned to classes ready to take on another month of school before winter vacation. The Class of 2009 held their junior semi-formal in the cafeteria on December 2<sup>nd</sup> in which the sophomore executive committee served drinks throughout the evening to those in attendance.

The winter sports have begun with the girls and boys basketball and wrestling, who won their meet by defeating Memorial 59-16. Many high school students have been rehearsing for the Christmas show scheduled for Sunday at the PAC at 4:00 pm. The show is free for the communities and tickets can be reserved by contacting the box office at the PAC.

**Student Council Report**

Kevin Zambrano informed the board that the student council has been busy planning their region meeting which is scheduled for December 15<sup>th</sup> at the high school. Regional schools will be participating in a walk-a-thon to help raise money for the NHSPCA. Kids Night Out is also scheduled on the 15<sup>th</sup> after the walk-a-thon. Forms were sent home from the elementary schools. The final event for that day will be a holiday party at Pilgrim Lanes. The student council is looking forward to decorating the school for the holidays and transforming it into a winter wonderland. The monthly Kids Day will be held at Sandown North on December 11<sup>th</sup>.

Mr. Baldwin thanked Ms. Weston and Mr. Zambrano for their reports and invited Mr. Zambrano to stay for the meeting.

### **Current Business**

#### **LEAD conference - Chicago**

Kevin Zambrano and Mrs. Jennifer Libby-Barth reported that the student council LEAD conference sponsored by the National Association of Secondary School Principals will be held in Chicago on February 21 through the 24<sup>th</sup>. Attending Timberlane students would miss two days of classes. The conference offers workshops that are designed to strengthen leadership skills and abilities. There are twelve students who are scheduled to attend and each student will be responsible for additional monies that are not provided by the fund raisers. The student/chaperone ratio will be 6:1 (Mrs. Libby-Barth and Mr. Woodworth chaperoning).

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

- **Voted:** To allow the students to attend the LEAD Conference in Chicago on February 21, 22, 23 and 24<sup>th</sup>, 2008.
- **Passed:** Unanimous

### **First Student**

Mr. La Salle introduced Mr. Howard, Anderson Regional Manager with First Student. Mr. Anderson reported that First Student has purchased Laidlaw Transportation. He noted only the name has changed; the infrastructure will remain the same by retaining the current employees including the managers, vice-presidents and senior vice-presidents. It is their belief and goal to provide better service to its clients due to the availability of additional equipment. Mrs. Champey voiced her support for the good working relationship with Mr. Anderson but did note her concern with working cameras on the buses as well as buses just not showing up due to the past history with First Student. Mr. Anderson explained that they are addressing these issues by adding Human Resource, Maintenance and Safety managers to the team. Doing so has created a stronger infra structure. He further stated that principals will continue to have direct access to the operations center. New buses and the replacement of cameras were discussed. The location of the dispatch office is unconfirmed at this time. Mr. Anderson noted that even with the new union affiliation, there would be no changes to the proposal. He stated that First Student is here for the long term and wants to be part of the community.

Mr. La Salle noted that Hampstead School District has confirmed their decision to remain with First Student out of the Derry location. Mrs. Hodgkin reported that the district is looking at transportation software and what benefits it would provide.

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

- **Voted:** To waive bidding procedure and approve First Student transportation contract.
- **Passed:** Unanimous

### **Program of Studies**

Mr. Strainge reported a change in the course of study at the high school (adding applied geometry). This change will extend the math opportunities for Algebra 1, Part 1 and Part 2 students allowing them to continue their studies. The addition of the applied geometry has been reviewed and approved by the curriculum committee over the past two years.

### **School Calendar Amendments**

Mr. La Salle notified the board that the NH Primary date has been scheduled for January 8, 2008. He suggested changing the school calendar to accommodate this schedule by moving the professional development day from the 22<sup>nd</sup> to the 8<sup>th</sup> and canceling the early release day on the 10<sup>th</sup>. It was noted that this will not affect the end of school year schedule.

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

- **Voted:** To approve the following changes to the 2007-2008 school year calendar:
  - Re-schedule the professional development day to January 8, 2008
  - Cancel the early release day on January 10, 2008
  - Schedule a full school day on January 22, 2008
- **Passed:** Unanimous

Mr. La Salle notified the board that this change will be communicated to all students and families by sending a new calendar home with the explanation of the changes on the reverse side as well as posting the calendar on the website. Mrs. Withee noted the facilities meeting for January 8, 2008 may be re-scheduled.

### **Budget/Warrant Articles**

Mr. Stokinger reported on draft #3 of the proposed 2008-2009 operating budget by clarifying cuts from the principals that were applied to the previous draft. Mr. La Salle noted that drafts 3, 4 5 and 6 will not touch the instructional areas of the budget.

Draft #3 cut the cost of the additional modular units with the assumption the renovations to the 310 room will create the space that would have been provided by the units. Mr. La Salle noted that renovations for the 310 room can be included in the proposed operating budget however; renovations to the 320 room may be proposed in a warrant article. He then addressed the middle school ASD room by noting that it may also be proposed as a warrant article.

Mr. La Salle noted that the proposed increase to the operating budget is the lowest proposed change in the past seven years at 5.729% and would not create a tax impact to the residents. Both he and Mr. Stokinger will continue to work on reducing the gap between the default and the 2008-2009 proposed budget.

Draft #4 of the operating budget proposes cuts to personnel, equipment, facilities projects, an adjustment for food service, and cuts to the technology equipment expense.

Draft # 5 will continued the cuts by removing an administrative position and the middle school SRO position. The board's concern for the SRO position in the middle school was discussed. Mr. Baldwin explained that an SRO for the middle school could be a district position with police department powers provided by the Plaistow Police Department. Fully funding the middle school SRO position by a warrant article was proposed. Safety will continue to be a priority for all students.

Mr. Jack Sapia, Chairman of the Board of Selectmen for the Town of Atkinson and James Blackadar, Chairman of the Atkinson Budget Committee announced they would like to open the lines of communication between the town and the district by inviting the members of the TRSB to attend and make a presentation at the Atkinson board of selectmen's meeting. Such a presentation would be beneficial in educating the residents who are feeling the "financial pinch".

Proposed 2008-2009 budget and warrant articles were reviewed. Article one addressed the appropriation of up to \$100,000 to the capital reserve fund, article two proposed renovations to the high school shops area, and the third article proposed renovating and upgrading the special education space in the middle school.

A discussion ensued.

Mr. Stokinger read the following description of the default budget:

#### **What is the law regarding the Default Budget?**

RSA 40:13, IX (b) "Default budget" as used in this subdivision means the amount of the same appropriations as contained in the operating budget authorized for the previous year, reduced and increased, as the case may be, by debt service, contracts, and other obligations previously incurred or mandated by law, and reduced by one-time expenditures contained in the operating budget. For the purposes of this paragraph, one-time expenditures shall be appropriations not likely to recur in the succeeding budget, as determined by the governing body, unless the provisions of RSA 40:14-b are adopted, of the local political subdivision.

He noted that the Merrimack School District website published the following explanation of the default budget.

First you start with the current budget as approved by the voters, remove all special warrant articles, and items of a one time nature that will not likely recur in the succeeding proposed budget. Items in the operating budget that are designated "one time" items can be anything that is appropriated in the current operating budget that is not commonplace nor has appeared with consistency in past budgets. For example, if a municipality had a past practice of placing appropriations for police cruisers in its operating budget, they would remain in the calculation of the town default budget. On the other hand, if a school district had an appropriation for a vehicle in its current budget, and did not have a history of purchasing such an item with any regularity in the past, that item should be removed from the school default budget. After removing all special warrant articles and one time items, one would then adjust the default budget for changes in bonded debt, contractual and other obligations previously incurred, and items mandated by law. Bonded debt would be increased if there was new debt authorized by the voters such as a new bond for a capital project, or decreased if current debt payments declined in either interest or principal in the succeeding year. Examples

of contractual and other obligations previously incurred or mandated by law would be employee benefits, previously approved employee labor contractual increases, facility requirements for providing a healthy and safe learning environment, and special education costs driven by individualized education programs per state and federal guidelines.

### **Policies**

Mr. Coker presented the following policies which will be posted on the website for the public to view.

IKF - High school graduation	IJNDB Internet Acceptance Use Policy
IMBC Alternative Credit Options	IJNDB-R E-Mail Retention
IHBH Extended Learning Opportunities	IJNDB-X User Agreement and Permission Form
IMBA Online Virtual Education	IL Evaluation of Instructional Program
ILBA Assessments	JICD Student Conduct, Discipline and Due Process
ILBAA High School Competency Assessments	AE Accountability
JLDBA Behavior Management and Intervention	IF Instructional Approach
JFABD Admission of Homeless Students	

#### **On a motion by Mr. Paone, seconded by Mrs. Withee**

- **Voted:** To waive first readings of the above noted policies and post them on the website.
- **Passed:** Unanimous

Policy IJNDB renamed from EGA - Internet Acceptance use policy

#### **On a motion by Mr. Paone, seconded by Mrs. Withee**

- **Voted:** To rename EGA to IJNDB without any change to policy content
- **Passed:** Unanimous

Policy IJNDB-R renamed from EGA-R - Email retention

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

- **Voted:** To rename EGA-R to IJNDB-R without any change to policy content
- **Passed:** Unanimous

Policy IJNDB-X renamed EGA-X - User agreement and permission form

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

- **Voted:** To rename EGA-X to IJNDB-X without any change to policy content
- **Passed:** Unanimous

Policy IL - Evaluation of instructional programs

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

- **Voted:** To re-affirm and accept the original policy without changes
- **Passed:** Unanimous

Policy JICD - Student conduct, discipline and due process safe school zone - approval of code change and 1<sup>st</sup> reading of revision

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

- **Voted:** To waive first reading and approve code change only.
- **Passed:** Unanimous

Policy AE - Accountability - approval of policy code change - and 1<sup>st</sup> reading of revision

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

- **Voted:** To approve the change of policy code (only) AE titled School board goals to Accountability.
- **Passed:** Unanimous

Policy IF - Instructional approach

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

- **Voted:** To approve 2<sup>nd</sup> reading and adoption of policy IF
- **Passed:** Unanimous

Second readings and adoption for policies IKF, IMBC, IHBH, IMBA, ILBA, ILBAA, JLDBA, and JFABD to be placed on January 3, 2008 agenda.

**Administrator's Report- None needed**

**Personnel Reports - None**

**Non-Public session**

**Committee Reports**

Mrs. Champey recognized Mr. Mascola for his dedication to the board and budget committee.

**Reports of School Board** - Board members reported on their activities around the district.

**Correspondence Folder** - None

**Vendor and Payroll Registers** - Done

**Other** - Mr. Coker noted that Mr. Lewis Broad received the Teacher Award of Excellence Award. Mr. La Salle updated the board on the progress of the architect proposals.

Mr. Baldwin adjourned the meeting at 10:00 PM.

Respectfully submitted,

Nancy Danahy  
School Board Clerk