

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

Regular Meeting
December 7, 2006

SAU 55 Office
Plaistow, NH

Mrs. Champey called the meeting to order at 7:30 PM

Roll call was taken.

Present: Mrs. Aubrey, Mr. Brown, Mrs. Champey, Mrs. Kosta, Mr. Luongo, Mrs. Miller (left at 8PM), Mr. Paone, Ms. Weston and Mrs. Withee

Absent: Mr. Baldwin

Administrators Present

Dr. McDonald	Superintendent
George Stokinger	Business Administrator
Kathy Smith	Assistant Business Administrator
Peg Ralph	Director of Elementary Education
James Hughes	Director of Facilities

Mrs. Miller of Atkinson led the meeting in the Pledge of Allegiance

Approval of Minutes

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

- **Voted:** To approve the minutes of the November 2, 2006 non-public meeting.
- **Passed:** Six in Favor
 - Three member abstained:
 - Mrs. Miller
 - Mr. Paone
 - Ms. Weston

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

- **Voted:** To approve the minutes of the November 16, 2006 non-public minutes
 - **Passed:** Eight in Favor
 - One member abstained: Ms. Weston

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

- **Voted:** To approve the minutes of the November 19, 2006 regular minutes
 - **Passed:** Unanimous

Delegations and Individuals

Emily Weston reported "Kids-Night Out" is scheduled for Saturday, December 16. Ms. Weston also reported student council members are seeking permission from the TRSB to attend the Lead Conference scheduled for February of 2007. They will request the TRSB grant two days of excused absence to student council members who attend the conference. Basketball and wrestling have started and the holiday shows and concerts are scheduled.

Current Business

Atkinson Vacancy

It was noted that one person (Mr. Raymond P. Zegarski) has applied for the Atkinson Representative to the TRSB position. Mrs. Withee and Mr. Baldwin will interview Mr. Zegarski. The TRSB bid farewell to Mrs. Miller and thanked her for her time and support. A clock was presented to Mrs. Miller and all enjoyed cake.

Student Council Field Trip

Mrs. Libby-Barth presented information for the Lead (Leadership Experience and Development) Conference for student council members, which will be held in St. Louis, Missouri. It is scheduled for February 1st to February 4th. The students have requested two days of excused absence for February 1st and 2nd while they attend the conference.

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

- **Voted:** To approve student council trip to the L.E.A.D. Conference in St. Louis, MO and two days of excused absence for members to attend.
- **Passed:** Unanimous

Proposed Budget

Dr. McDonald discussed draft number 6 of the proposed 2007-2008 Timberlane Regional School District budget. He noted that after draft number 5 was presented he was asked by the Budget Committee to reduce the budget by \$300,000. After careful consideration he was able to reduce the budget by the requested amount without impacting the students or schools. Two reasons he was able to accomplish this task was that the guaranteed rate maximum came in lower than budgeted, and the reduced premiums for the increase in co-pay (from \$5 to \$10) reduced the total cost of insurance. The default budget is \$55,809,060 and the proposed budget is \$56,361,067, which is a difference of \$552,006.

The first proposed draft was at \$58,192,710, which is a 7.64% increase over the 2006-2007 budget. Draft number 6 reflects a proposed budget of \$56,361,067, which is only a 4.25% increase over the 2006-2007 budget. Some of the major budget factors are increases in salaries and benefits, increased enrollment, facilities and other programs.

A discussion ensued.

Kindergarten

Dr. McDonald reviewed the question posed by the Budget Committee to the TRSB, "*Can we provide Kindergarten without additional costs?*" Dr. McDonald reviewed the proposal noting the projection is over four years. If no mid-day transportation is provided, it is expected that the District would receive revenue from adding Kindergarten to their curriculum by the fourth year. Enrollment projections, teacher count and cost factors were all reviewed. Mr. Paone expressed his support of the program and the information that is being communicated. It was noted that this proposal is a tax-neutral proposal for kindergarten.

Warrant Articles

Dr. McDonald reviewed a draft of the warrant articles. It was clearly noted that the TRSB would like article number four to be revised. Mr. Hughes reviewed Article number 6, noting that 107,720 square feet of roofing at the TRHS needs to be replaced. The estimated cost is \$500,000 and would be scheduled as a summer project to be completed before the next school year. Mr. Hughes recommended using the capitol reserve funds to complete this project.

District Ventilation

Mr. Hughes proposed upgrades to the ventilation systems at Atkinson Academy, Danville Elementary, Pollard Elementary, TRMS, and Sandown Central. Proposed ventilation upgrades included installation of air conditioner units with economizers utilizing the existing ductwork. Mr. Hughes estimated that up to \$400,000 from the building fund would be needed to complete this project. He noted the maintenance crew is very talented and will help control the costs of the project. This would also be scheduled as a summer project.

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

- **Voted:** To authorize the expenditure of up to \$400,000 from the building fund to complete ventilation system upgrades.
- **Passed:** Unanimous

It was proposed by Mr. Hughes that any monies remaining after the ventilation project would be used to install ADA signage around the District.

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

- **Voted:** To authorize the expenditure of remaining funds from the building project to install ADA signage in the District.
- **Passed:** Unanimous

Mr. Hughes proposed an arsenic reduction system for Pollard Elementary School that would be installed according to New Hampshire state laws. The estimated cost for installation would be \$24,000.

- **On a motion by Mr. Luongo, second by Mrs. Kosta**
- **Voted:** To authorize the expenditure of up to \$24,000 for the installation of an arsenic reduction system for Pollard Elementary school according to New Hampshire state law.
- **Passed:** Unanimous
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Dr. McDonald reported that Kathy Smith; Assistant Business Administrator has been working hard compiling the data to close the building projects.

Strategic Planning Consultant

Dr. McDonald reported that SERESC and Dr. Susan Auerbach are identified as candidates for consultants to the Strategic Planning Committee. The strategy of the committee was discussed, noting that a time line is to be established as well as visions, goals and an action plan. Mr. Baldwin will be on the committee and should have the vision, goals and action plan ready for late March or early April.

Policy GCCBS

Policy GCCBS is the Family and Medical Leave Act. This is the 2nd reading of the proposed revision, which adds language: "during any twelve month period per school year (July 1 to June 30)" and addresses how the District implements the FMLA.

- **On a motion by Mrs. Aubrey, second by Mrs. Withee**
- **Voted:** To adopt policy GCCBS, Family and Medical Leave Act with change to per school year (July 1 to June 30)
- **Passed:** Unanimous

Assistant Superintendent search

Mr. Paone volunteered and was confirmed by Mrs. Champey to sit in on the interview panel for the Assistant Superintendent search. The final interview process is scheduled for February 20, 2007. It was noted that if residents would like to contribute to the search for the Assistant Superintendent they should email Richard LaSalle noting their interest or ideas.

Opening Day of School

The Board's procedure states that if Labor Day falls on the 1st, 2nd or 3rd of September, then school will start after Labor Day for students. Since this is the case for the 2007-2008 school year the District should agree to continue this practice before the date is set for the opening day of the 2007-2008 school year. It was noted that the current procedure in place for starting school after Labor Day would be followed.

Administrator's Report

Dr. McDonald reported that Michelle Auger, Principal of Pollard Elementary School invited him to attend a plaque making session at the Pollard Elementary School. He noted he enjoyed the session and seeing all the children.

Personnel Report

Dr. McDonald recommended accepting the retirement requests of:

1. Mrs. Colleen Bovi TRSB Director of Pupil Personnel
2. Mrs. Patricia Hodgkins TRHS Foreign Language Department Head
3. Ms. Susan Wolf TRSB Director of Food Service

- **On a motion by Mrs. Aubrey, second by Mrs. Kosta**
- **Voted:** To accept the retirement request with regret and appreciation for all they have given to the District of Ms. Patricia Hodgkins, Ms. Susan Wolf and Mrs. Colleen Bovi.
- **Passed:** Unanimous

Committee Reports

Mrs. Kosta reported that she attended the Professional Development Committee meeting on December 5 and the next meeting will be held on Tuesday, December 12, 2006.

Mrs. Withee attended the Safety Committee meeting and noted the voting at Pollard Elementary School was discussed. It was determined that a sub-committee would be formed to meet in January to address safety concerns. Also discussed was preventative maintenance and updates on the radios from Laidlaw. It was believed that the pricing has not changed since last year.

Mrs. Aubrey reported the Wellness Committee is scheduled to meet at the SAU on December 19th.

Mr. Brown attended the Budget Committee meeting and noted that warrant articles were discussed.

Reports of School Board - Board members reported on their attendance at school activities. It was noted that Mrs. Carole Hall, former TRSB member, is a new Grandmother. Congratulations were extended from all.

Correspondence Folder - Done

Vendor and Payroll Registers - Reviewed

Other Business -Non-Public at 9:45 PM

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

Voted: To go into non-public session: 91A: 3.II a

Passed: Unanimous

No action was taken during non-public session

- **On a motion by Mrs. Aubrey, second by Mrs. Withee**
- **Voted:** Agree to work with the 2007 retiree's request for payment of early retirement incentive to purchase non-qualified service credit.
- **Passed:** Unanimous

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

Voted: To adjourn the meeting at 10:00 PM

Passed: Unanimous

Respectfully submitted,

Nancy Danahy
School Board Clerk