

**HOLLIS SCHOOL BOARD
AUGUST 19, 2020
MEETING MINUTES**

A regular meeting of the Hollis School Board was conducted on Wednesday, August 19, 2020 at 6:30 p.m. at the Hollis Upper Elementary School Cafeteria.

Robert Mann, Chairman, presided:

Board Members Participating: Tammy Fareed, Vice Chairman
Brooke Arthur, Secretary
Amy Kellner
Caryl Roy

Members of the Board Absent:

Also Participating: Andrew Corey, Superintendent
Gina Bergskaug, Assistant Superintendent of Curriculum and Instruction
Bob Thompson, Assistant Superintendent of Student Services
Kelly Seeley, Business Administrator
Candice Fowler, Principal, Hollis Upper Elementary School

AGENDA ADJUSTMENTS

Superintendent Corey requested the agenda be amended to allow for discussion and deliberation around the Administration’s recommendation for early dismissal on Friday afternoons to accommodate Professional Learning Community work and teacher collaboration and consideration of the Superintendent’s recommendation for the potential hiring of two additional teachers.

There being no objection, the agenda was amended as requested.

APPROVAL OF MINUTES

Hollis School Board [July 30, 2020](#)

The following amendments were offered:

- Page 4, Line 3; replace “expose” with “exposed”
- Page 7, Line 43; correct the spelling of “to”
- Page 10, Line 42; delete “is increased”

**MOTION BY MEMBER ARTHUR TO ACCEPT, AS AMENDED
MOTION SECONDED BY MEMBER ROY
MOTION CARRIED
5-0-0**

**MOTION BY MEMBER ROY TO TAKE FROM THE TABLE THE MINUTES OF THE JULY 20, 2020 HOLLIS SCHOOL BOARD MEETING
MOTION SECONDED BY MEMBER KELLNER
MOTION CARRIED
5-0-0**

Hollis School Board [July 20, 2020](#)

The following amendments were offered:

Page 9, Line 45; insert “9 Colburn Lane” following “Isabelle Ramas”
Page 25, Line 25; Replace “David Warner” with David Werner, 148 Ridge Road, Hollis

**MOTION BY MEMBER ARTHUR TO ACCEPT, AS AMENDED
MOTION SECONDED BY MEMBER ROY
MOTION CARRIED
5-0-0**

Hollis School Board - **Public Hearing**. [June 17, 2020](#)

**MOTION BY MEMBER ARTHUR TO ACCEPT, AS PRESENTED
MOTION SECONDED BY MEMBER KELLNER
MOTION CARRIED
4-0-1**

Member Mann Abstained

NOMINATIONS/RESIGNATIONS/CORRESPONDENCE

Superintendent Corey spoke of having received correspondence from a number of families, all very much in support of what the SAU is trying to do both for remote and in-person learning.

PUBLIC INPUT - None

DISCUSSION

- Budget/Financial Update

Kelly Seeley, Business Administrator, informed the Board of the hiring of Lance Finamore for the position of SAU Facilities Director.

The auditors have completed their preliminary field work. Ms. Seeley stated the expected end of year fund balance to be \$200,000; however, stressed that the figure can change based on the audit outcome. The \$200,000 takes into consideration anticipated action by the Board to approve the retention of 2.5% of the current fiscal year's net assessment. The result of that action would set aside \$284,000, which could be utilized to address costs incurred in FY21 related to COVID-19. Any expenditure of those retained dollars would require approval from the Budget Committee and School Board. The Fund is lapsing meaning, if not expended, it reverts back to the tax base at year end.

The District experienced savings in FY20 in budgeted line items for areas such as transportation, substitutes, and professional development.

Asked when the final audit is anticipated, Ms. Seeley stated the Board is typically provided information on the audit report at its October meeting. She noted the timeframe could be pushed out to November this year.

- Registration Data Update

Approximately 97% of all students have completed registration. For the most part, there will be 1 remote section per grade level; 6th grade will have 2 remote sections, there is the likelihood of 2 remote sections in 1st grade, and the potential for 2 remote sections in the 3rd and 5th grades.

The Administration is seeking approval from the Board to hire, if necessary, an additional classroom teacher to meet the needs, depending on where the final registrations fall.

Some class sizes are 13-14 and others closer to 20, depending on grade level. Assistant Superintendent Bergskaug spoke of consideration being given to reducing some of the remote sections. Grades 1 and 3 could be divided into two sections of 14 students each. Grade 5 currently has 26. The Administration is engaged in a conversation around the opportunity for hiring an additional teacher outside of what has been budgeted for based on where registrations fall.

Vice Chairman Fareed spoke of being uncomfortable with the large remote sections, and asked if the Retained Fund Balance could be utilized to cover the cost of an additional teacher. Superintendent Corey remarked, at this time, there is the need to let a few things sort out. There is the potential that some of the expenses being seen by the District are related to special education. Should that be the case, the Special Education Trust Fund could be utilized, the Contingency Fund could be looked to for staffing costs, and with the permission of the Budget Committee and the Board, the Administration could look towards the Retained Fund Balance to cover costs. The requested \$284,000 retention represents an increase of approximately \$140,000 over what is typically retained.

Superintendent Corey stated his support of the recommendation to decrease some of the remote class sizes. Should the Board authorize the hiring of teachers to meet the class sizes deemed appropriate, that would be done. In some instances, the class sizes are near the educational specifications, and a para or another could be put on the Zoom so that there would be 2 people.

Chairman Mann requested clarification on the process around expending from the Retained Fund Balance. Ms. Seeley stated there would be a public hearing before the Budget Committee and the requirement for approval of the Budget Committee. Superintendent Corey remarked the first goal is always to look to the operating budget followed by contingency. The Budget Committee will be kept apprised of the consideration so that it does not come as a surprise in the spring. We also don't know what will occur with things that would happen in a typical year, e.g., long-term substitutes, staff illnesses, paternity leaves.

Member Arthur remarked the Administration is looking to the Board for approval of the potential hiring. She questioned the hiring prospects and the fallback plan if unable to hire. Superintendent Corey stated the process would be to put out notification of an anticipated opening. It is not believed the application pool will be large, but at the same time there are still a number of teachers out there that are not employed. Some hiring has been done in some of the other districts; applications have been received. If, for some reason, we simply could not get someone, we would start the year with a large section in remote.

Member Arthur questioned if there would be a shift of one of the current in-person teachers to the remote position or if the hiring would be for a remote position. Superintendent Corey stated the Administration would permit the building Principals to make that decision. They may approach some staff members looking to see if there is a preference for remote. It would be advertised as both to see if a larger pool would be available, e.g., there may be a retiree who may like the idea of teaching remotely.

Member Arthur questioned if the expectation is that there will be a parent/adult working with a remote student during Zoom sessions, and was told it is not.

Member Roy commented given the numbers, there would be a need for a single teacher as there is only one remote section that is on the larger side (5th grade). Assistant Superintendent Bergskaug responded it would be 1 or 2. Grades 5 and 3 are being reviewed. For grade 3 they want to verify room size and look at all of the rooms at the HPS to identify which classroom can accommodate the number of students who might be coming to in-person, and be able to maintain the promised 6' of distancing.

Grade 2 is currently at 25 with 2 students not yet stating their intention. Should that room size become 27 it would exceed what is recommended. The 63 in-person students, if divided into 3 sections, would be space-wise higher than what is desirable for grade 2. A lot of the decisions come down to that 3% of the registrations that are pending.

Superintendent Corey stated the desire for Board approval for the potential for 2 additional teachers, which would provide the ability to move forward with notification of anticipated openings. The Administration would keep the Board updated on registration numbers.

Asked if there is a means of utilizing substitute teachers to assist with the remote learning plan, Superintendent Corey responded with remote learning the role of the substitute is difficult. Staffing in general will be difficult. With a few hires, the District will be in good shape to open. He commented he would almost say tonight that parents will have to understand that in some ways this will be like a snow storm in terms of if he had X number of staff members call in sick or unable to perform there may be an issue with the District opening, and we might have to switch to a remote option for a particular day, etc. Vice Chairman Fareed clarified she intended to question the use of paraeducators not substitutes.

Superintendent Corey noted the District has raised the hourly rate for substitutes. There is a definite role. An individual is contacting parents who have reached out offering to assist. The Plan identifies the potential need for critical volunteers. That could be the case if a staff member has a daycare issue on a particular day and will result in the need for a substitute or for that staff member to have some flexibility. As much as there is a very solid plan, there are many moving parts, and to predict exactly what it will look like is difficult.

Asked what would occur if a remote teacher were ill and unable to teach, Superintendent Corey stated from a technical standpoint, all information would be posted on Google Docs. The teacher would put an away message on for that given day. As he would not want to provide all of the email information, etc. to a substitute, that room would be closed in a sense. There would be work assigned. At the end of the day, the parent would contain the work and submit it when the teacher returns.

Member Kellner questioned if it is known what percentage of in-person students will be utilizing transportation, and if there is an opportunity to review the transportation contract if not fully utilized. Assistant Superintendent Bergskaug responded that number is known and is different for the mornings and afternoons. She did not have the information off the top of her head, but noted the runs are staying the

same. There might be buses with not many students, but we are not trying to move multiple students and decrease the number of total buses being run. The cost, as long as we are open, is going to stay the same.

Vice Chairman Fared noted the buses act as emergency transportation and have to be able to seat everyone to evacuate buildings.

Candice Fowler, Principal, Hollis Upper Elementary School, stated there will still be the early emergency dismissal because any of those situations can happen. She has heard from a few parents questioning what would occur should they need to place their children on the bus. She assured them their children would be picked up.

Member Kellner questioned the timing of communicating teacher assignments, and was informed that information can be shared when all of the registration information is understood. It is likely to be the beginning of September. The intent is for each classroom teacher to reach out to their classes via Zoom prior to September 9th.

Member Roy noted the question raised by many regarding supply lists. Principal Fowler stated she and Principal Izbicki had plans to send out an email the following day reminding everyone to register their children and informing of the goal to be able to share lists at the end of the week.

- Updates to Reopening Plan

Assistant Superintendent Bergskaug spoke of the proposed updated language regarding masks and daily symptom monitoring, which was included as part of the [agenda](#) packet. She read the proposed mask language into the record:

“Students and staff in the Hollis School District will be required to wear an administrator-approved face-covering when physical distancing guidelines, as determined by the Centers for Disease Control (CDC), are not able to be achieved.

Teachers will build in periodic breaks that allow for students to physical distance per CDC guidelines and remove their face coverings.

- *Student exemptions to the face coverings guidelines will take place as part of a formal IEP, 504 or IHP team meeting.*

All students & staff will be required to wear a face-covering when: riding the bus, entering/exiting the building, arriving to/leaving a classroom, engaging in small group classroom activities, walking in the hallways and other common areas as determined by the building principal, and when asked to do so by an employee of the school District.”

The proposed language maintains the intention of being masked at all times, but allows for periodic mask breaks. Two 20' x 20' tents will be installed at HUES and 2 additional ones for HPS until Thanksgiving so that teachers have a covered place to bring their students to outdoors, which will provide a perfect opportunity for a mask break as well as outdoor recess.

The language indicates there will be times when students will be allowed to remove their masks, but at any time, if an adult requests masks are on, students will comply. She commented if students are physically distanced in a classroom, but one student gets up to sharpen his/her pencil, they have walked through that 6' of separation.

The proposed language was approved by the Advisory Committee and by the COOP School Board at its meeting last week.

Vice Chairman Fareed commented on the example of a 1st grade class and asked for clarification if students are seated in their physically distanced seats, they will be allowed to remove their masks if nobody is moving or has left their seats. Assistant Superintendent Bergskaug responded it is determined by the teacher. There might be classrooms that are 100% mask zones. Those students will still get their mask breaks by going outdoors to a determined location.

Vice Chairman Fareed restated it is possible that she could walk into a classroom and see 16 1st grade students all seated in their physically distanced seats and allowed to remove their masks all at once; that is a possible scenario for a mask break. Assistant Superintendent Bergskaug responded that is a possibility if the distancing guidelines can be achieved and the school district employee has determined that it is a short limited mask break.

Vice Chairman Fareed added if anyone gets up or anyone moves from their physical distancing then everyone has masks on, but the scenario that is painted is there can be a moment or a period of time when all of the students are physically distanced and they are not wearing their masks at all. Assistant Superintendent Bergskaug responded that is a possibility when the school district employee in that room has determined that it is a mask break.

Member Arthur asked for clarification if the students are seated 6' apart then the distancing guidelines are met; what would prevent it from not being a mask break, but just being non-mask wearing. If the distancing guidelines are met, do the students have to wear masks beyond just a mask break? Assistant Superintendent Bergskaug responded yes, they do.

Member Arthur commented that does not come across in the language. Superintendent Corey stated the intent of the language is to allow flexibility. The language was with the goal of trying to get through the whole year. If things get better there is the potential for more freedom, and if they don't there is the potential to end up fully remote again. Assistant Superintendent Bergskaug commented the critical piece is "when asked to do so by an employee of the school district".

Member Arthur commented what troubled her is imagining a scenario of a student feeling singled out, e.g., could it be that a single student in a room is asked to wear a mask. Assistant Superintendent Bergskaug stated it would not. Through all of this the Administration has talked about educating the students and adults. A piece of this is learning how to tolerate a mask. Just as we say to especially our younger learners, hands to the side, appropriate behavior in circle time, and appropriate behavior when walking in a line, we just have to learn what we do with our body, if we are touching other people, etc. This is just another piece of instruction; how to wear a mask, and a reminder, "Class right now we are wearing our masks". It is part of the classroom community you develop in the first 6 weeks, and that is why she found it so critical to attempt an opening because it is that relationship/community that is easier to build when in person and able to have those connections.

Principal Fowler remarked in the conversations she has had with staff they have all expressed the desire to be as safe as we can and stay in the building as long as we can. They are feeling what is the safe thing to do is take your mask breaks outside where there is lots of air and keep your masks on when you are inside. No one wants to be anything but caring and loving when kids are going to make mistakes.

Vice Chairman Fareed stated her concern to be with the syntax of the language; “Students and staff in the Hollis School District will be required to wear an administrator-approved face-covering when physical distancing guidelines, as determined by the Centers for Disease Control (CDC), are not able to be achieved.” The way it is written is essentially we are starting from the assumption that we are in a static physically distanced position in a stable stationary place, and in that state it is safe not to wear a mask. That is what the language implies; that as long as we are physically distanced in a classroom, the mask wearing is not the default. She is very uncomfortable with that. While she is not afraid of COVID, she is afraid that we might take for granted our great good fortune, and she does not like the language in the sense that it implies that the default is that physical distancing is in and of itself protective.

She suggested the language read: “Students and staff in the Hollis School District will be required to wear an administrator-approved face-covering.”, and end there. She would be more comfortable that the guidelines in the language establish that mask wearing is the protective action not the physical distancing.

Chairman Mann spoke of being hesitant to add or retract from what the CDC guidelines are. Vice Chairman Fareed commented the CDC is extremely unclear on any of this; all of it is guidelines, none of it is prioritized or mandates. She reiterated her request that the emphasis be put on the mask wearing and then the physical distancing.

Member Roy commented without chiming in on her opinion of it, just as an editor of perspective, if reading this it sounds like the default is if 6’ apart no masks. If you read further along it clarifies that is not in fact the intention behind that first paragraph.

Chairman Mann stated his opinion it is clear, it is setting up the requirements that sets up the ability to have a periodic break from wearing masks. It says you can have a mask break if you are physical distanced as per the guidelines. It is not saying if you are physically distanced you don’t need to wear a mask anytime, anywhere.

Assistant Superintendent Bergskaug commented the language throughout the entire re-opening plan was designed to be vague enough that the Administration would not have to return to the Board with every change in recommendation and to reference guidelines out there knowing those guidelines might change. We are identifying the standard and then within it going into more specifics; even if the guidelines change, this is where we stand, e.g., we could have students 8’ apart in the hallway, but we are saying that is not good enough, we are absolutely wearing our masks in the hallway.

Vice Chairman Fareed questioned if a student would be able to state I am 8’ away I don’t have to. Assistant Superintendent Bergskaug responded the student handbook would indicate if an adult is asking you to do that you need to comply. That would be a behavioral piece not a mask piece. The District has dress code standards, requests to move to the side, rules around emergency drills, etc. All of that is following the instructions of the adults/employees of the district. That is why they chose to write it the way they did.

Vice Chairman Fareed commented the remainder of the mask language defines when you have to wear a mask as exceptions to social distancing. She stated appreciation for how difficult it has been to get at this plan; however, wished to take this opportunity to weigh in on this noting she is very unhappy with the language implying that the social distancing is the higher priority over the mask wearing. For the culture and climate and the community understanding just how strongly we prioritize the mask wearing, a slight change in the grammar and punctuation and syntax would communicate to everyone that we mean it about the masks, the breaks, and the flexibility. We understand kids are learners, etc. This is what we are aiming for.

Member Arthur questioned if clear facemasks are being considered for teachers, especially those of the youngest students. Assistant Superintendent Thompson stated the SAU has ordered a number of face shields and clear masks. That will be a requirement for some classroom teachers if they have a student whose IEP dictates a clear facemask. Member Arthur stated her belief all kids that are learning to read can benefit from seeing their teachers' mouths. Assistant Superintendent Thompson stated at this time the only requirement would be for students with IEPs, but that is something that can be looked at.

Asked if Board action is being sought around the daily symptom monitoring language, Assistant Superintendent Bergskaug noted there is language that is included in the Plan that has been approved. Feedback received was around what questions would be asked. What was being provided were examples of the type of questions that might be asked. The questions might change as guidance changes.

When asked how the Administration would address students who did not fill out the form and the potential for the nurse to become overwhelmed and classes disrupted, Assistant Superintendent Bergskaug stated the Administrator will run a report at a particular time in the morning (prior to student arrival). The report will include a list of students whose parents have not completed the symptom monitoring form. That list will go to staff members who will start calling homes to get a response to the questions. Text alerts will be sent every morning reminding parents to fill out the form. It will also remind families when they answer yes, they are not to send their child to school. Another list will go to the nurse, which will include information on the parents who have responded yes to any one of the questions. Those families will be contacted that day by the nurse, but not necessarily prior to the start of the school day. The nurse will achieve a better understanding of what is occurring with that student. It could be that it is that time of year when the child's asthma kicks in and there is a long history of asthma, and the medical professional will make the recommendation that he/she feels most comfortable with knowing the family's medical history as well as the circumstances. The recommendation might be a quarantine, reach out to regular medical provider, a COVID test (cannot require).

Asked if there is a possibility that the daily check will be relaxed over time, she stated that could be as guidance changes noting it is much easier to relax requirements than it is to put them in place. Assistant Superintendent Thompson noted the DHHS has guidelines regarding screening of students. Assistant Superintendent Bergskaug spoke of the DHHS update that came out recently, which changed the guidelines for fever from 100.4° F to 100.0° F.

- Collaboration

Superintendent Corey remarked one of the things being looked at now that registration information has been received is the balancing between the curriculum from a remote teacher to a classroom teacher at the same grade level to ensure we are covering the standards that have been outlined in the Hollis School District curriculum. In looking at that, some concerns have been created. He spoke of a potential schedule adjustment where the District would provide teachers time on Friday afternoons to do that work via their Professional Learning Communities and collaboration time. At the same time, buses would be rolled early,

which would allow students to return home earlier on Friday. The balancing act is the tradeoff between the belief this is essential to ensure uniformity in delivering the curriculum and allowing teachers the appropriate amount of planning time and resources to do that during their traditional school day because we are entering new territory. It will also allow the custodians to do more of a deep clean every Friday starting at approximately 12:30 – 1:00 p.m. It is not a certainty at this time as discussions continue with the unions and the Principals. A decision may be made as early as this week.

That is being done at the COOP District level, which could assist some families with the babysitting and things that would be needed. At the same time it would help with transportation costs; for the COOP to get out and then run a second run for the elementary schools would potentially increase costs.

Vice Chairman Fareed commented this is a place where teachers who are remote and in-person can align curriculum and ensure pacing is in line week over week and that special education and regular education cross-contact that is required is aligning. Superintendent Corey stated that to be correct. Because there are teachers who cannot come into the building because of their own circumstances, this would likely be done as a Zoom meeting on Friday afternoons. It would also allow some time to Zoom with parents about a child's progress, concerns, etc.

The SAU is in impact bargaining with the unions. This has been agreed to with the COOP union, and will be discussed over the coming days with Hollis and Brookline.

There being no objection, the agenda was adjusted by adding consideration of the recommendation under Deliberations.

DELIBERATIONS

- To see what action the Board will take regarding the Superintendent's recommendation for the Retained Fund Balance

MOTION BY MEMBER FAREED TO RETAIN UP TO THE SUM OF TWO HUNDRED AND EIGHTY FOUR THOUSAND DOLLARS (\$284,000) OF SCHOOL FUND BALANCE FROM THE FY20 SCHOOL YEAR

MOTION SECONDED BY MEMBER KELLNER

ON THE QUESTION

Member Roy questioned the amount of year end fund balance that will be returned to the tax base if this motion passes, and was informed it would be \$200,000. In a typical year, the amount returned is approximately \$100,000. Because it is a lapsing fund (reverts back to the tax base at the end of each fiscal year), there is the requirement for a vote each year on the amount to be retained; typically about half that amount. If the Board votes for a lesser amount to be retained at the end of the coming year, the difference and whatever amount remains from the current budget would be returned to the tax base.

MOTION CARRIED

5-0-0

- To see what action the Board will take regarding the Superintendent's recommendation for the updated language regarding face coverings

MOTION BY MEMBER FAREED TO ADD TO THE RETURN TO SCHOOL BUILDING PLAN 2020-2021 THE AMENDED LANGUAGE RELATIVE TO FACE COVERINGS, AS PRESENTED MOTION SECONDED BY MEMBER KELLNER

ON THE QUESTION

Chairman Mann questioned the will of the Board relative to any desired additions/changes. He stated his opinion he is generally comfortable with the language in its current form, and is prepared to support the motion.

Member Roy remarked from purely a flow and editing standpoint, she wished to address concerns others may have about the coverings. She suggested moving the last paragraph to follow the first. The Board and Administration stated support for that change.

Member Arthur remarked she understands the intent, but is still unclear if there will be the opportunity, in a classroom, when students are 6' apart, that, in certain classrooms, there is the possibility for an extended period of time without masks. There may be parents who are uncomfortable either way when their child is in a classroom where there are extended mask breaks. It leaves that possibility.

Chairman Mann commented this is our language for our District, and if we see that it is creating some operational issues, this Board can come together and alter it. Superintendent Corey noted everyone will have training on what this means; teachers, students, etc. Going from words to a practice is going to be explained. To the point made earlier, the way the language is written, it allows us to be very strict at the beginning, follow the data, and provide flexibility if the data indicates that flexibility. There are going to be some classrooms, because of an individual's health concerns, that are masks 100% of the time. Those doors will be noted. That is no different than the peanut allergy and other things we address in school systems. This language, with the adjustments we are making, gives a clear understanding that in the first weeks of school those breaks will more than likely occur under the tents, going for a walk, etc. If things go well then there will be mask breaks in the rooms based on what is occurring in the room for instruction. The language also allows staff members to make those personal decisions, which they are quite capable of doing, e.g., if a teacher notices a student really struggling with their mask, they have the ability to allow that child, given social distancing, to take a mask break.

Vice Chairman Fareed commented when she spoke to this earlier she was unclear on what she thought would be an improvement that she would like to ask for. She requested the language in the first paragraph read as follows:

“Students and staff in the Hollis School District will be required to wear an administrator-approved face-covering as determined by the Centers for Disease Control (CDC).”

That change would remove the language “when physical distancing guidelines” and “are not able to be achieved.”

The next two paragraphs in either order achieve everything the Superintendent described, which she is 100% supportive of, and talk about CDC guidelines and staff control, etc. By removing that language from the first paragraph, we place the emphasis on masks as the default.

Member Arthur stated support of the suggestion.

Chairman Mann questioned if it comes across contradictory that we have a passage that addresses building in breaks, etc. Vice Chairman Fareed suggested the word “guidelines” could be added; as determined by the guidelines of the CDC. Everything else flows from the fact that we are following CDC guidelines.

Assistant Superintendent Bergskaug noted the CDC is not determining the administrator-approved face-covering. Assistant Superintendent Thompson remarked the CDC guidelines speak specifically to the social distancing piece and not the masks. The piece that needs to be taken into consideration are a number of research papers that came out in the last couple of weeks about the efficacy of certain types of masks, gaiters in particular. Although this research hasn’t been peer reviewed, it is still something that administrators are going to need to consider when they are making decisions, and that may not be reflective in the CDC guidance. The language that was introduced allows the building administrator the flexibility to look at what is some of the current research out there so that determinations can be made on the masks and not have to wait for CDC guidelines to come out.

Vice Chairman Fareed requested the entire second half of the sentence be struck. The two other paragraphs reference CDC guidelines, physical distancing, and different kinds of staff authority. She stated her personal individual voice is to try to telegraph out to the school community that mask wearing is not a wishy-washy matter.

Member Roy noted if a motion is made to amend the first paragraph, the suggestion to change the order of the 2nd and 3rd paragraph is not necessary.

Superintendent Corey noted since passage of the proposed language in the COOP School District, he has not received a single communication regarding it. He is of the belief the intent is understood.

Vice Chairman Fareed stated her appreciation for the opportunity to express her viewpoint. If the majority of the Board is comfortable with the language then she appreciates the time allotted her to bring forward her concerns.

Member Arthur remarked although the Administration has not yet received any communications regarding this, the procedures themselves are not yet in place. She believes the point made by the Chairman is that the Board has the authority to reconsider the language once the practice is put in place.

MOTION CARRIED

4-1-0

Member Fareed voted in opposition

- To see what action the Board will take regarding the Administration's recommendation for early dismissal on Friday afternoons

**MOTION BY MEMBER FAREED TO APPROVE THE ADMINISTRATION'S
RECOMMENDATION TO HAVE AN EARLY DISMISSAL ON FRIDAY AFTERNOONS FOR
THE PURPOSE OF PROFESSIONAL LEARNING COMMUNITY AND TEACHER
COLLABORATION
MOTION SECONDED BY MEMBER ROY**

ON THE QUESTION

Chairman Mann questioned the impact on the school day, and was informed it would be shortened by approximately 2 hours. Asked how that impacts the ability to meet the State guidelines relative to number of instructional hours, Superintendent Corey remarked the District has likely the longest school day in the State, and he has no concerns regarding meeting the requirements. It would provide the consistency so that when those hours are completed we know we have covered the curriculum, which is why we developed the longest school day in New Hampshire.

Chairman Mann questioned the kind of structure that would be around those 2 hours. Superintendent Corey provided the grade level example of a collaboration period for the 2nd grade. The expectation would be that all teachers, whether in person or remote, would discuss that week's curriculum, where they got, what went on, what was used for assessments; a look ahead as well as a look back. That piece itself will take 1[±] hours. At the Board's September meeting, Nicole Tomaselli will provide information on all of the different websites, etc. that have been identified from professional development so that in the instance of having to go 100% remote at some point, it could be done more robustly than what occurred last year. Ms. Tomaselli has been working with the Assistant Principals at the middle and high schools so that we have one website. They are also constructing a page to assist parents with tutorials on how the websites work.

There would be administrative pieces to that regarding assessment. A big piece of this will be assessing where our students actually ended up. Again, looking at grade 2; what skills did they not get in the spring or grade 1 that we need to now incorporate that we traditionally don't. That might involve going to the grade 1 team to identify how they normally teach a specific skill. They will be working with the professional growth team, which is in charge of the professional growth model in discussing how we will do evaluations of teachers on Zoom and in-person learning. It may be an administrator is zooming in to a class that is in person.

Chairman Mann stated his support is based on the understanding those two hours are structured and fully utilized.

Vice Chairman Fareed spoke of being interested in how the Administration and teaching staff are working together to assess how we are doing as an educational institution. Superintendent Corey responded in terms of student groupings, the State has required us to have IEP meetings and to work with those families in the first 30 days to really identify possible gaps that were created. The District decided that was a good practice for all students. Identifying any gaps that exist will allow us to build in the catch up piece(s), which will not necessarily be a one-year assignment. The information gathered through the assessment that will be performed will allow the Administration to have good thoughtful discussions about next steps and be able to come before the Board with information on the areas that have been identified.

Member Roy questioned how this will impact how the Friday school day would look. She questioned if the school space is being utilized by before and after-school care, if there would be expanded afterschool care on Friday, and if there is additional capacity on Fridays. Superintendent Corey stated without the Board's approval of the proposed change, it is uncertain what it would look like. If approved by this Board and the Brookline School Board, the Administration will have those discussions with the afterschool care. The intent was to get as many children home so that sections of the building could be isolated for cleaning.

He spoke of the equipment purchased for cleaning and how the ability to go through, spray everything down and close it up for a weekend will be beneficial. It will lend itself to reduced use of the building by our students and by the Town in the evening hours. We are shifting some of our custodians to have more on during 1st shift so that the bathrooms are cleaned more frequently, etc.

MOTION CARRIED

5-0-0

- To see what action the Board will take regarding the Superintendent's recommendation to approve two (2) additional teachers

**MOTION BY MEMBER FAREED TO APPROVE THE SUPERINTENDENT'S
RECOMMENDATION TO HIRE TWO ADDITIONAL TEACHERS
MOTION SECONDED BY MEMBER ROY**

ON THE QUESTION

Superintendent Corey reiterated the uncertainty of availability of staff. It may be in one of the larger sections we have to go with a paraeducator, there may be a retired teacher interested in doing part-time, etc. All resources will be exhausted.

Vice Chairman Fareed urged the Administration to work towards making the remote learning classes as small as they can be. Superintendent Corey remarked we would not want the remote classes to be at maximum capacity as there may be the need for student(s) to transition to remote during the year for one reason or another.

MOTION CARRIED

5-0-0

ADJOURNMENT

**MOTION BY MEMBER ROY TO ADJOURN
MOTION SECONDED BY MEMBER KELLNER
MOTION CARRIED**

5-0-0

The August 19, 2020 meeting of the Hollis School Board was adjourned at 8:26 p.m.

Date _____ Signed _____