

1 **HOLLIS SCHOOL BOARD**
2 **SEPTEMBER 7, 2022**
3 **MEETING MINUTES**

4
5 A regular meeting of the Hollis School Board was conducted on Wednesday, September 7, 2022, at 6:00 p.m. at
6 the Hollis Primary School.

7
8 Amy Kellner, Chairman, presided:

9
10 Members of the Board Present: Carryl Roy, Vice Chairman
11 Tammy Fareed, Secretary
12 Brooke Arthur
13 Robert Mann

14
15 Members of the Board Absent:

16
17 Also Participating: Andrew Corey, Superintendent
18 Gina Bergskaug, Assistant Superintendent of Curriculum and Instruction
19 Kelly Seeley, Business Administrator
20 Donna Smith, Assistant Business Administrator
21

22
23 *Due to audio malfunction, the minutes were comprised from portions of the audio that were available, and*
24 *notes taken during the meeting.*

25
26 **AGENDA ADJUSTMENTS** - None

27
28 **CORRESPONDENCE/RESIGNATIONS/NOMINATIONS**

29
30 Superintendent Corey read the notification of Intent to Retire received from Tom Williamson, P.E. Teacher at
31 the Hollis Upper Elementary School (HUES), with an effective date of June 2023.

32
33 In his letter, Mr. Williamson commented on enjoying teaching for the Hollis school District, and of how fast 27
34 years has gone by.

35
36 **MOTION BY MEMBER MANN TO ACCEPT, WITH REGRET, THE LETTER OF INTENT TO**
37 **RETIRE RECEIVED FROM TOM WILLIAMSON WITH AN EFFECTIVE DATE OF JUNE 2023**

38 **MOTION SECONDED BY MEMBER FAREED**

39 **MOTION CARRIED**

40 **5-0-0**

41
42 The Board was notified that Officer Josh Hooper will be filling in as School Resource and Community Policing
43 Officer (SRCPO) while Officer Kushmerek is on National Guard duty.

44
45 Superintendent Corey spoke of the desire for additional music offerings noting present staff was unable to
46 support that. The HUES will be offering a before school program for strings, violin, viola and cello. This is a
47 non-school sponsored event that will assist families wishing to receive additional music instruction. The
48 program is offered, on a fee basis, by Deborah Jordan.

1 **APPROVAL OF MINUTES**

2
3 Hollis School Board [August 3, 2022](#)

4
5 *The following amendment was offered:*

6
7 Page 3, Line 38; replace “quested” with “questioned”

8
9 **MOTION BY MEMBER FAREED TO ACCEPT, AS AMENDED**
10 **MOTION SECONDED BY MEMBER ARTHUR**
11 **MOTION CARRIED**
12 **5-0-0**

13
14 Hollis School Board – **Public Hearing** [August 3, 2022](#)

15
16 *The following amendments were offered:*

17
18 Page 2, Line 1; replace “operation” with “operating”
19 Page 2, Line 22; replace “arrive” with “arrival”

20
21 **MOTION BY MEMBER FAREED TO ACCEPT, AS AMENDED**
22 **MOTION SECONDED BY MEMBER ARTHUR**
23 **MOTION CARRIED**
24 **5-0-0**

25
26 Hollis School Board – **Non-Public** [August 3, 2022](#)

27
28 **MOTION BY MEMBER FAREED TO ACCEPT, AS PRESENTED**
29 **MOTION SECONDED BY MEMBER ARTHUR**
30 **MOTION CARRIED**
31 **5-0-0**

32
33 **PUBLIC INPUT**

34
35 Noted was a change in State RSA (SB410), effective September 6, 2022, which requires 30 minutes for public
36 comment. The district’s current policy will be amended.

37
38 *No public comment was offered.*

39
40 **PRINCIPALS’ REPORT**

41
42 Superintendent Corey highlighted items from the Principals’ Report, which was included as part of the [agenda](#)
43 packet.

44
45 Enrollment numbers were reviewed, and particular attention given to Kindergarten; 89 (increase of 8) and 1st
46 grade; 97 (increase of 9). Twenty three new students have enrolled since August 1st. If need be, the district will
47 look to hire an educational assistant.

1 **DISCUSSION**

2
3 • Facilities Update

4
5 Superintendent Corey provided an update on facility projects that have been or are nearly completed.

6
7 Items completed include water filling stations, annual mulch replacement, classroom furniture
8 replacement, the door between LMC and classroom installed, and asbestos window removal/repair
9 (asbestos was in the putty that held the glass in. It was encapsulated and did not pose a danger. It was removed
10 in accordance with the asbestos plan for the building). The gym cladding is in progress and should be
11 completed in the coming weeks.

12
13 The building committee will be working on interior doors, kitchen renovations and bathroom upgrades in the
14 hope of sending out bid packages in the October/November timeframe for work to be completed next summer.

15
16 Members of the Board expressed gratitude to the Administration and custodians for all of their efforts in
17 completing this work.

18
19 • Staffing Update

20
21 Efforts to hire Paraprofessionals continue as does the search for a custodian. Asked if the financial
22 resources are available to address the staffing issues, Superintendent Corey spoke of the availability of
23 the Contingency Fund and Unreserved Fund Balance, which could be looked to, if needed.

24
25 Member Fareed commented on a situation that arose a few years back when the need existed in the
26 second grade reminding the Board the Superintendent would take the necessary steps to address any
27 issues.

28
29 • Building Security – Memorandum of Understanding with Hollis Police

30
31 Superintendent Corey reviewed the Memorandum of Understanding (MOU) between the Hollis School District
32 and the Hollis Police Department (copy included as part of the agenda packet).

33
34 The MOU was presented as part of the annual notification, which addresses any new items in the MOU.
35 Highlighted was Item #5 under the heading of Equipment:

36
37 *“The School District shall provide the Hollis Police Department with a sufficient quantity of key fobs so each
38 officer can gain access to School District buildings in times of emergency or critical incidents. Key fobs will be
39 fixed within the pistol grip of an Officer’s issued patrol rifle, and will not be removed unless approval is
40 granted by the Chief of Police or his/her designee. Accountability for such key fobs will be conducted in
41 accordance with routine armorer checks completed by a certified firearms instructor. Ultimately, it is the
42 responsibility of each officer to maintain proper accountability for key fobs and to report any issues to the
43 Administrative Services Bureau Commander. At no time will key fobs be used for access to schools outside of
44 emergency response, such as critical incidents or active threats. Key fobs will be numbered to correspond with
45 the specific patrol rifle they are attached to.”*

46
47 The district will move forward with the new MOU.

1 **DELIBERATIONS**
2

- 3 • To see what action the Board will take regarding Appointing Member Roy to the Superintendent
4 Performance Evaluation Committee (SPEC)
5

6 **MOTION BY MEMBER KELLNER TO APPROVE THE APPOINTMENT OF CARRYL ROY AS**
7 **THE BOARD’S REPRESENTATIVE TO THE SUPERINTENDENT PERFORMANCE**
8 **EVALUATION COMMITTEE (SPEC)**

9 **MOTION SECONDED BY MEMBER FAREED**

10 **MOTION CARRIED**

11 **5-0-0**

- 12
13 • To see what action the Board will take regarding policy **JLDBB** – Suicide Prevention and Response
14 *Given its 3rd Reading;*
15

16 **MOTION BY MEMBER ARTHUR TO AMEND SECTION III BY REMOVING “BEGINNING WITH**
17 **THE 2020-2021 SCHOOL YEAR”, ACCEPT THE THIRD READING AND ADOPT POLICY JLDBB –**
18 **SUICIDE PREVENTION AND RESPONSE, AS AMENDED**

19 **MOTION SECONDED BY MEMBER MANN**

20 **MOTION CARRIED**

21 **5-0-0**
22

- 23 • To see what action the Board will take regarding policy **GBCD** - Background Investigation and Criminal
24 History Records Check
25 - 1st Reading 6-1-22

26 *Given its 2nd Reading;*
27

28 **MOTION BY MEMBER ARTHUR TO AMEND SECTION N BY REPLACING “AND**
29 **IMMEDIATELY DISCHARGED” WITH “IMMEDIATE DISCHARGE” AND ACCEPT THE**
30 **SECOND READING OF POLICY GBCD – BACKGROUND INVESTIGATION AND CRIMINAL**
31 **HISTORY RECORDS CHECK, AS AMENDED**

32 **MOTION SECONDED BY MEMBER MANN**

33 **MOTION CARRIED**

34 **5-0-0**
35

- 36 • To see what action the Board will take regarding policy **AC** – Non-Discrimination, Equal Opportunity
37 Employment and District Anti-Discrimination Plan
38 - 1st Reading - 1-5-22 (as amended)
39 - 2nd Reading – 4-6-22 (as amended)

40 *Given its 3rd Reading;*
41

42 **MOTION BY MEMBER ARTHUR TO ACCEPT THE THIRD READING AND ADOPT POLICY AC**
43 **– NON-DISCRIMINATION**

44 **MOTION SECONDED BY MEMBER MANN**

45 **MOTION CARRIED**

46 **5-0-0**

1 **ADJOURNMENT**

2
3 **MOTION BY MEMBER MANN TO ADJOURN**
4 **MOTION SECONDED BY MEMBER ROY**
5 **MOTION CARRIED**
6 **5-0-0**

7
8 *The September 7, 2022, meeting of the Hollis School Board adjourned at 6:53 p.m.*

9
10
11 Date _____ Signed _____
12

DRAFT