

**SPECIAL HOLLIS SCHOOL BOARD  
FEBRUARY 7, 2023  
MEETING MINUTES**

A special meeting of the Hollis School Board was conducted on Tuesday, February 7, 2023 at 5:30 p.m. at the Hollis Town Hall.

Amy Kellner, Chairman, presided:

Members of the Board Present:      Carryl Roy, Vice Chairman  
   Tammy Fareed, Secretary  
   Robert Mann

Members of the Board Absent:      Brooke Arthur

Also Participating:                      Andrew Corey, Superintendent

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Superintendent Corey read a letter of intent to retire from Susan Morelli. Because her Speech and Language position is under Allied Health, no vote by the Board was required to accept her retirement.

Chairman Kellner proceeded with Discussions. Superintendent Corey reviewed the Hollis Budget Committee request for a reduction of \$100,000 from the FY24 operating budget. As included in the Agenda packet, he identified the following expenditure cuts:

IFPs	\$ 25,000
HPS Furniture	5,000
Kitchen Flooring	19,000
Flooring	36,000
Audio Systems	4,000
Line Items*	<u>11,000</u>
<b>Total:</b>	<b>\$100,000</b>

Chairman Kellner opened Deliberation on the FY24 Warrant. Superintendent Corey read each Warrant Article as presented in the Agenda; the Board discussed and voted on each Article, in turn, with the following results:

**Article 1**

To see if the School District will vote to approve the cost items included in the three-year collective bargaining agreement reached between the Hollis School Board and the Hollis Education Support Staff Association for the 2023-24 school year, which calls for the following increases in support staff salaries and benefits at the current staffing levels:

<b>Fiscal Year</b>	<b>Estimated Increase</b>
<b>2023-24</b>	<b>\$89,225</b>

and further to raise and appropriate the sum of **\$89,225** for the second year (2023-24 school year), such sum representing the negotiated increase over the 2022-23 salaries and fringe benefits.

**MOTION BY MEMBER ROY TO RECOMMEND ARTICLE 1, AS PRESENTED**  
**MOTION SECONDED BY MEMBER MANN**  
**MOTION CARRIED**  
**4-0-0**

**Article 2**

Shall the School District vote to raise and appropriate the sum of **\$677,360** as the Hollis School District's portion of the SAU budget of **\$2,264,374** for the forthcoming fiscal year? This year's adjusted budget of **\$2,247,208** with **\$672,225** assigned to the school budget of this school district will be adopted if the article does not receive a majority vote of all the school district voters voting in this school administrative unit.

**MOTION BY MEMBER ROY TO RECOMMEND ARTICLE 2, AS PRESENTED**  
**MOTION SECONDED BY MEMBER MANN**  
**MOTION CARRIED**  
**4-0-0**

**Article 3**

To see if the School District will vote to raise and appropriate up to the sum of **\$23,970** to be added to the previously established MAINTENANCE FUND FOR ADMINISTRATIVE AND ASSOCIATED STRUCTURES at 4 Lund Lane in Hollis, Map 56, Lot 2. This amount to come from the unassigned fund balance available for transfer on July 1 of this year. This amount represents rental proceeds and unexpended maintenance funds to be received from SAU 41.

**MOTION BY MEMBER ROY TO RECOMMEND ARTICLE 3, AS PRESENTED**  
**MOTION SECONDED BY MEMBER MANN**  
**MOTION CARRIED**  
**4-0-0**

**Article 4**

To see if the School District will vote to raise and appropriate up to the sum of **\$95,000** to be added to the previously established SCHOOL BUILDINGS MAINTENANCE FUND from the Hollis School District's June 30, 2023 unassigned fund balance available for transfer on July 1, 2023.

**MOTION BY MEMBER ROY TO RECOMMEND ARTICLE 4, AS PRESENTED**  
**MOTION SECONDED BY MEMBER MANN**  
**MOTION CARRIED**  
**4-0-0**

**Article 5**

To see if the School District will vote to raise and appropriate up to the sum of **\$25,000** to be added to the previously established Special Education Expendable Trust Fund. The sum to come from the Hollis School District's June 30, 2023 unassigned fund balance available for transfer on July 1, 2023.

**MOTION BY MEMBER ROY TO RECOMMEND ARTICLE 5, AS PRESENTED**  
**MOTION SECONDED BY MEMBER MANN**  
**MOTION CARRIED**  
**4-0-0**

**Article 6**

To see if the School District will vote to establish a contingency fund for the current year for unanticipated expenses that may arise and further to raise and appropriate a sum of **\$95,000** to go into the fund. This sum to be raised by taxation. Any appropriation left in the fund at the end of the year will lapse to the general fund.

**MOTION BY MEMBER ROY TO RECOMMEND ARTICLE 6, AS PRESENTED**  
**MOTION SECONDED BY MEMBER MANN**  
**MOTION CARRIED**  
**4-0-0**

**Article 7**

To see if the School District will vote to raise and appropriate a sum of **\$15,786,280** for the support of schools, for the payment of salaries for the school district officials and agents and for the payment of statutory obligations of the district. This appropriation does not include appropriations voted in other warrant articles.

**MOTION BY MEMBER ROY TO RECOMMEND ARTICLE 7, AS PRESENTED**  
**MOTION SECONDED BY MEMBER MANN**  
**MOTION CARRIED**  
**4-0-0**

**Article 8**

To transact any other business which may legally come before said meeting.

Superintendent Corey noted that the Board had concluded voting on the Warrant early in the allotted meeting time, and offered to use the remaining time to report additional updates on conditions across the District.

He recognized and commended Food Services Director Amy Cassidy. Not only does she do her job very well to ensure meal service for 2,400 students across SAU41 every school day, but she also steps in wherever and whenever necessary, including serving meals as a substitute. She is a great member of the SAU team and deserves recognition.

He reported that the district recently filled the part-time maintenance position that had been open for a very long time at HUES, and recognized Lance Finamore and Ben Arria's expertise in the needs of the district and their good relationships with their staff as crucial to attracting and retaining custodial staff. In addition, four paraprofessional positions are open; students' needs are being fulfilled by multiple current staff members as recruiting continues for permanent hires. Superintendent Corey noted that the district has been able to attract and retain paraeducators and maintenance staff in large part thanks to the competitive pay structure previously approved by the Board.

He reminded the Board that the HUES school counselor position is currently filled under a one-year contract and will be open for interviews to fill it permanently for the FY24 school year.

The district is fortunate that in some instances retired employees have been willing to return to temporarily fill open positions as administration continues to recruit permanent hires. This speaks to the good working environment district employees enjoy.

Superintendent Corey reported on the ongoing facilities upgrades planning for summer 2023. All student bathrooms at HPS will be renovated for ADA compliance, among other long-needed improvements. This work will continue into the Fall as construction requirements cannot be fully completed within the summer break. Planning continues on the kitchen upgrade at HPS. Replacing the HUES air handler unit has proven to be a technical challenge due to size and weight constraints at HUES as well as unusual supply chain difficulties for a protracted period. He expects a resolution in the coming months, and work will begin in both buildings immediately after the end of this school year.

Referring to the enrollment report in the agenda packet, Superintendent Corey noted that enrollment continues to be robust, especially in Kindergarten and First grades. He pointed out that “Starting Enrollment” numbers this past September are at a ten-year high, and enrollment has increased every month since. Housing sales in Hollis continue to point to growing enrollment expectations. He described possible space limitations at HPS if numbers continue to climb, with special concern that the younger students require access without flights of stairs. He mentioned several areas of possible expansion, including sequestering parts of the library for classroom use, as originally configured years ago, as well as other possible divisions of existing spaces in the building. He mentioned that he could not rule out the possibility of adding modular units outside the building or moving Third Grade up to HUES.

Superintendent Corey also spoke of his thinking about the excellence of the Pre-School program in meeting the developmental, academic and social needs of very young students with disabilities. He added that the program has proven to be beneficial to their peers included in the program. He imagined the possibility some day of a new facility that houses the SAU offices, the pre-school program, and perhaps also kindergarten. If enrollment shows large growth trends over the coming years, this may be the most prudent way to proceed.

**MOTION BY MEMBER ROY TO RECESS UNTIL THE CONCLUSION OF THE PUBLIC HEARING  
ON THE PROPOSED WARRANT ARTICLES AND FISCAL YEAR FY24 BUDGET  
MOTION SECONDED BY MEMBER MANN  
MOTION CARRIED  
4-0-0**

*The Board recessed at 6:09 p.m.  
The Board reconvened at 7:26 p.m.*

**ADJOURNMENT**

**MOTION BY MEMBER MANN TO ADJOURN  
MOTION SECONDED BY MEMBER ROY  
MOTION CARRIED  
4-0-0**

*The February 7, 2023, special meeting of the Hollis School Board adjourned at 7:27 p.m.*

Date \_\_\_\_\_ Signed \_\_\_\_\_