

**HOLLIS SCHOOL BOARD  
JANUARY 3, 2018  
MEETING MINUTES**

A regular meeting of the Hollis School Board was conducted on Wednesday, January 3, 2018 at 6:50 p.m. at the Hollis Upper Elementary School.

Chairman Robert Mann presided:

Members of the Board Present: Michelle St. John, Secretary  
Tom Enright  
Laurie Miller

Members of the Board Absent: Tammy Fareed, Vice Chairman

Also in Attendance: Andrew Corey, Superintendent  
Gina Bergskaug, Assistant Superintendent

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AGENDA ADJUSTMENTS - None

APPROVAL OF MEETING MINUTES

Hollis School Board . . . . . December 6, 2017

*The following amendment was offered:*

Page 9, Line 31; replace “be District be” with “the District be”

**MOTION BY MEMBER MILLER TO ACCEPT, AS AMENDED  
MOTION SECONDED BY MEMBER ST. JOHN  
MOTION CARRIED  
4-0-0**

NOMINATIONS / RESIGNATIONS / CORRESPONDENCE - None

PUBLIC INPUT – None

PRINCIPALS’ REPORT

Superintendent Corey commented Principal Izbicki wished to make the Board aware, from the time she prepared her report until this point (over the course of the break), ten students came into the District; primarily at grades 2 and 3. The District remains below education specifications; however, a lot of calls are being received. There is development occurring in the community, and there are still several homes for sale. NESDEC is predicting an upward trend.

Superintendent Corey stated his comfort level going into the budget for FY19 given contingency and other pieces that are built in that would allow for adjustments should the need arise.

When asked about the timespan between when a student registers and begins attending class, Superintendent Corey stated it can be very quick if all required paperwork is in place. Ms. St. John questioned how the buildings fared with the recent temperatures. Superintendent Corey stated the facilities did very well, which is credit to the custodians, who make regular periodic visits over the holidays to ensure that. The boiler at the Hollis Upper Elementary School (HUES) is performing very well.

When asked for additional information on the pump issue, he noted there was an issue with an aging pump within the septic system. It was repaired during a time of frigid cold; the repair will be completed in the spring.

## DISCUSSION

- Update on the Hollis Schools Thermal Electric Project (HSTEP)

Superintendent Corey stated the Energy Committee has been meeting regularly. Two renderings for the new look of the Hollis Primary School (HPS) were displayed. They are preliminary drawings that will be shared at a Historic District Commission (HDC) meeting.

The next phase primarily focuses on HPS, and is the changing of the brick facade to increase the R value (unit of thermal resistance used for comparing insulating values of different material). From there the internal work with the heat source air pumps will begin. There are a few items the Committee is packaging that will go out to bid shortly. The consultants have been doing yeoman's work on the various rebates. Back in December the decision was reached to delay the installation of the LED lights given the potential for more favorable rebates the consultants have become aware the District could qualify for.

Ms. Miller questioned if the solar was put online at HPS, and was informed it was. She asked if the District would be able to qualify for those rebates this year, and was informed it will. Tracking software is up and running at HUES. They will look to identify the best means of utilizing that data, linking it to the website, etc.

When asked about administrative hours anticipated to be expended to attend HDC meetings, etc., Superintendent Corey commented the Administration has not attended HDC meetings. Once reaching this point in the project, they began including HDC membership on emails, Vice Chairman Fareed has provided the HDC with copies of the packets distributed to the Board with the renderings, etc. Vice Chairman Fareed intends to be the liaison between the groups. If attendance by a member of the Administration were necessary, they would provide that support.

Ms. St. John stated her recollection the discussions with the Committee had been for more of a traditional look/appearance than is depicted in the renderings. Superintendent Corey stated it to be a clapboard look that is done out of steel. There would be all new windows, and about 7" of new wall, which would be all of the layers of insulation. That would allow the brick to dry out and add structural integrity. He spoke of the design features that would break up the look of a large/long building. The windows, which are currently single pane, etc., will be replaced resulting in a reduction in size, and increased efficiency. There will be some new door entryways in the back, e.g., Kindergarten entrance that is a single door will likely be built out to be more of a foyer; double entry, and the entrance where students go out to recess will be made so that a child would have to take a right to go outside instead of just opening a door and running out. Any time you have double doors you increase safety. The Committee is looking to determine the most cost-effective way of treating the windows (security film).

- FY19 Draft Budget

Superintendent Corey stated there to be little change in the proposed budget since last discussed. The guidance number (\$11,609,462) has been reached with a proposed budget of \$11,604,111.50. Information provided with the agenda details the various rounds/reviews the budget has gone through, and what has transpired as part of that review (additions/deletions). The proposed budget will provide for the educational pieces requested. The Business Administrator is working with the Budget Committee to identify the items that will be funded through the Maintenance Trust Fund.

The proposed operating budget is \$11,604,111.50. The details of the HESSA contract remain to be finalized. The SAU assessment is \$483,900.00. The SAU Maintenance Trust is \$18,970.00. The Hollis School District Maintenance Trust is \$90,000. Contingency is \$95,000.00. The Water System Trust \$50,000.

Superintendent Corey stated his belief the proposed budget allows the District to move forward, meets the requests of the Principals, and sets the District up well for the future. Chairman Mann spoke of the tremendous amount of time and effort involved in the budget process.

When asked, Superintendent Corey stated the desire for Board attendance at the January 9<sup>th</sup> Hollis Budget Committee meeting as it is likely there will be discussion of the HESSA contract. Chairman Mann stated he would expect to conduct a non-meeting at 6:30 p.m., and participate in the Budget Committee meeting that begins at 7:00 p.m.

- SAU Strategic Study Team

Superintendent Corey spoke of the recent meeting of the SAU 41 Governing Board during which discussion occurred on the need for a study to identify the long-term needs of the SAU, e.g., facilities, staffing, etc. It was determined each of the school boards, the Budget, and the Finance committees would be asked to provide a representative to the team. When asked about the time commitment, he suggested it could begin in the spring and run until the fall SAU meeting. He commented there could be impacts to the FY20 budget.

### DELIBERATIONS

- To see what action the Board will take regarding the appointment of a Board member to the SAU 41 Strategic Study Team authorized by the SAU 41 Governing Board

Chairman Mann queried members of the Board as to an interest and availability to serve on the Team. He indicated the desire to serve himself if the Board was agreeable. Mr. Enright commented on having another avenue for participation as the Board's representative to the Budget Committee.

*With the support of the Board, Chairman Mann appointed himself to serve as the Board's representative to the SAU 41 Strategic Study Team.*

### **MOTION BY MEMBER MILLER TO APPROVE THE APPOINTMENT OF ROBERT MANN AS THE BOARD'S REPRESENTATIVE TO THE SAU 41 STRATEGIC STUDY TEAM**

**MOTION SECONDED BY MEMBER ENRIGHT**

**MOTION CARRIED**

**4-0-0**

- To see what action the Board will take regarding the policy memo submitted by the Policy Committee

It was noted each of the policies were presented for a third reading. No additional amendments were being offered.

**IHBG - Access to Public School Programs by Nonpublic, Public Chartered Schools or Home Educated Pupils**

- 1<sup>st</sup> Reading 11-1-17
- 2<sup>nd</sup> Reading 12-2-17

*Given its third reading;*

### **MOTION BY MEMBER MILLER TO ACCEPT THE THIRD READING AND ADOPT POLICY IHBG – ACCESS TO PUBLIC SCHOOL PROGRAMS BY NONPUBLIC, PUBLIC CHARTERED SCHOOLS OR HOME EDUCATED PUPILS**

**MOTION SECONDED BY MEMBER ST. JOHN**

**MOTION CARRIED**

**4-0-0**

**GBEF – School District Internet Access for Staff**

- 1<sup>st</sup> Reading 11-1-17
- 2<sup>nd</sup> Reading 12-2-17

*Given its third reading;*

**MOTION BY MEMBER MILLER TO ACCEPT THE THIRD READING AND ADOPT POLICY GBEF –  
SCHOOL DISTRICT INTERNET ACCESS FOR STAFF**

**MOTION SECONDED BY MEMBER ST. JOHN**

**MOTION CARRIED**

**4-0-0**

**JLCJ – Concussion and Head Injuries**

- 1<sup>st</sup> Reading 11-1-17
- 2<sup>nd</sup> Reading 12-2-17

*Given its third reading;*

**MOTION BY MEMBER MILLER TO ACCEPT THE THIRD READING AND ADOPT POLICY JLCJ –  
CONCUSSION AND HEAD INJURIES**

**MOTION SECONDED BY MEMBER ST. JOHN**

**MOTION CARRIED**

**4-0-0**

**MOTION BY MEMBER MILLER THAT THE BOARD, BY ROLL CALL, GO INTO NON-PUBLIC SESSION  
PURSUANT TO RSA 91-A:3 II (a) THE DISMISSAL, PROMOTION OR COMPENSATION OF ANY PUBLIC  
EMPLOYEE AND RSA 91-A:3 II (c) TO DISCUSS A MATTER, WHICH IF DISCUSSED IN PUBLIC, WOULD  
LIKELY AFFECT ADVERSELY THE REPUTATION OF A PERSON, OTHER THAN A MEMBER OF THE  
BODY OR AGENCY ITSELF**

**MOTION SECONDED BY MEMBER ST. JOHN**

*A Viva Voce Roll Call was conducted, which resulted as follows:*

Yea: Michele St. John, Laurie Miller, Tom Enright, Robert Mann

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Nay:

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**MOTION CARRIED**

*The Board went into non-public session at 7:19 p.m.*

*The Board came out of non-public session at 8:04 p.m.*

**ADJOURNMENT**

**MOTION BY MEMBER MILLER TO ADJOURN**

**MOTION SECONDED BY MEMBER ST. JOHN**

**MOTION CARRIED**

**4-0-0**

The January 3, 2018 meeting of the Hollis School Board was adjourned at 8:05 p.m.

Date \_\_\_\_\_

Signed \_\_\_\_\_