

**HOLLIS SCHOOL BOARD
ORGANIZATIONAL MEETING
APRIL 6, 2022
MEETING MINUTES**

The Organizational Meeting of the Hollis School Board was conducted on Wednesday, April 6, 2022 at 6:00 p.m. at the Hollis Upper Elementary School.

Andrew Corey, Superintendent, presided:

Members of the Board Present: Brooke Arthur
 Tammy Fareed
 Amy Kellner
 Robert Mann
 Carryl Roy

Members of the Board Absent:

Also Participating: Gina Bergskaug, Asst. Superintendent of Curriculum and Instruction
 Donna Smith, Assistant Business Administrator

ORGANIZATION OF SCHOOL BOARD

ELECTION OF OFFICERS

Superintendent Corey called for nominations for Chairman of the Hollis School Board for the 2022-2023 term.

**MEMBER FAREED NOMINATED MEMBER KELLNER
SECONDED BY MEMBER MANN**

ON THE QUESTION

Member Fareed commented Amy is eminently qualified for Board leadership as a parent of Hollis School District graduates and a former PTA Chair, she knows the Hollis schools and community very well. She is also a CPA with her accounting degree from Cornell University and a former auditor with Arthur Anderson in New York City. Amy has worked in nearly every Board role over the past four years, she served two years as Chair of the Board's Policy Committee, and the past two years as the Board's representative in the Superintendent evaluation process at the SAU Governing Board. This year, she led our negotiation team for the support staff Collective Bargaining Agreement and for the past two years served as alternate representative to the Hollis Budget Committee. She has also served for the past two years as the Board's representative to the Regional Services and Education Center (RSEC).

Member Fareed remarked over this past year, she has been fortunate to work with Amy in her role as Vice Chair. She has met each of her Board commitments with prompt and thorough attention to detail, skilled problem solving, big-picture perspective and effective consensus building. She is kind, poised and discerning. The Board, staff, and public would benefit from her service as Chair of this board.

Member Mann remarked this nomination is a long time coming, and he is very excited for the year ahead.

Member Roy echoed the remarks of her colleagues. Member Arthur commented she believes Amy will do a fantastic job, and she looks forward to her leadership.

VOTE ON ELECTION OF AMY KELLNER TO THE POSITION OF CHAIRMAN OF THE HOLLIS SCHOOL BOARD FOR THE 2022-2023 TERM

MOTION CARRIED

5-0-0

Superintendent Corey declared Amy Kellner Chairman of the Hollis School Board for the 2022-2023 term.

Superintendent Corey stepped down and Chairman Kellner presided.

Chairman Kellner called for nominations for Vice-Chairman of the Hollis School Board for the 2022-2023 term.

**MEMBER FAREED NOMINATED MEMBER ROY
SECONDED BY MEMBER MANN**

ON THE QUESTION

Member Fareed remarked, Carryl has done exemplary work during her years on the Board. She has served as the representative to the Budget Committee for the past two years, on the negotiating team for the support staff contract, has represented the district in impromptu comments from her seat here but also in meetings around town that required an informed and present minded voice who could articulate the value the public receives from the work this Board and district does. She would be exceptional in this role.

Member Mann remarked taking on this leadership role is a natural progression for Carryl. She has done the committee work that has made her distinct as a leader. He is excited for the nomination.

Member Arthur and Chairman Kellner echoed the remarks.

VOTE ON ELECTION OF CARRYL ROY TO THE POSITION OF VICE-CHAIRMAN OF THE HOLLIS SCHOOL BOARD FOR THE 2022-2023 TERM

MOTION CARRIED

5-0-0

Chairman Kellner declared Carryl Roy Vice-Chairman of the Hollis School Board for the 2022-2023 term.

Chairman Kellner called for nominations for Secretary of the Hollis School Board for the 2022-2023 term.

**MEMBER FAREED NOMINATED MEMBER FAREED
SECONDED BY MEMBER ROY**

VOTE ON ELECTION OF TAMMY FAREED TO THE POSITION OF SECRETARY OF THE HOLLIS SCHOOL BOARD FOR THE 2022-2023 TERM

MOTION CARRIED

5-0-0

Chairman Kellner declared Tammy Fareed Secretary of the Hollis School Board for the 2022-2023 term.

Members Roy and Arthur were appointed as signers of the manifests and Member Fareed as an alternate.

Members having interest in participating on a particular committee, were asked to make their wishes known prior to the next regularly scheduled meeting.

NON-PUBLIC

**MOTION BY MEMBER FAREED 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 (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 ROY**

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

Yea: Robert Mann, Brooke Arthur, Tammy Fareed, Carryl Roy, Amy Kellner

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Nay:

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MOTION CARRIED

The Board went into non-public session at 6:09 p.m.

The Board came out of non-public session at 6:35 p.m.

AGENDA ADJUSTMENTS - None

CORRESPONDENCE/RESIGNATIONS/NOMINATIONS

Superintendent Corey informed the Board of a letter of resignation received from Russell Neumann Nickey. In his letter, he states he appreciates the strong relationships he has made, the continued support he has received from staff, and the motivation many of the amazing educators have provided him with.

MOTION BY MEMBER FAREED TO ACCEPT THE RESIGNATION OF RUSSELL NEUMANN NICKEY FROM THE POSITION OF SPECIAL EDUCATION CASE MANAGER AT THE HOLLIS UPPER ELEMENTARY SCHOOL WITH AN EFFECTIVE DATE OF JUNE 30, 2022

MOTION SECONDED BY MEMBER ROY

MOTION CARRIED

5-0-0

A letter of resignation was received from Evelyn O'Connor from her position as school counselor at the Hollis Upper Elementary School (HUES).

MOTION BY MEMBER ROY TO ACCEPT THE RESIGNATION OF EVELYN O'CONNOR FROM THE POSITION OF INTERIM GUIDANCE COUNSELOR AT THE HOLLIS UPPER ELEMENTARY SCHOOL WITH AN EFFECTIVE DATE OF MARCH 25, 2022

MOTION SECONDED BY MEMBER FAREED

MOTION CARRIED

5-0-0

A letter of resignation was received from Jill Tracey, Special Education Intensive Needs Preschool Teacher, effective at the end of the 2021-2022 school year. In her letter, Ms. Tracey thanked the district for the opportunity.

MOTION BY MEMBER ROY TO ACCEPT THE RESIGNATION OF JILL TRACEY FROM THE POSITION OF SPECIAL EDUCATION INTENSIVE NEEDS PRESCHOOL TEACHER AT THE HOLLIS PRIMARY SCHOOL, EFFECTIVE AT THE END OF THE 2021-2022 SCHOOL YEAR

MOTION SECONDED BY MEMBER FAREED

MOTION CARRIED

5-0-0

Superintendent Corey informed the Board of his nomination of Abigail Samsel for the position of Library Media Specialist at HUES. Ms. Samsel comes to the district having earned her bachelor's in history and art and masters in secondary education from Simmons College. She is presently the Librarian at the Lincoln Street School in Exeter. She would be at a master's plus 15, step 8, and a salary of \$64,304.

MOTION BY MEMBER FAREED TO ACCEPT THE SUPERINTENDENT'S NOMINATION OF ABIGAIL SAMSEL FOR THE POSITION OF LIBRARY MEDIA SPECIALIST AT THE HOLLIS UPPER ELEMENTARY SCHOOL AT A MASTERS PLUS 15, STEP 8 AND A SALARY OF SIXTY FOUR THOUSAND THREE HUNDRED AND FOUR DOLLARS (\$64,304)

MOTION SECONDED BY MEMBER ROY

MOTION CARRIED

5-0-0

Superintendent Corey informed the Board of his nomination of Jennifer Rocheleau for the position of School Nurse at the Hollis Primary School (HPS). Ms. Rocheleau received her bachelors and master's in nursing from the American College of Education. She is presently a Nurse in the Goffstown School District. She will be at a masters, step 13 and a salary of \$71,674.

MOTION BY MEMBER FAREED TO ACCEPT THE SUPERINTENDENT'S NOMINATION OF JENNIFER ROCHELEAU FOR THE POSITION OF SCHOOL NURSE AT THE HOLLIS PRIMARY SCHOOL AT A MASTERS, STEP 13 AND A SALARY OF SEVENTY ONE THOUSAND SIX HUNDRED SEVENTY FOUR DOLLARS (\$71,674)

MOTION SECONDED BY MEMBER ROY

MOTION CARRIED

5-0-0

Superintendent Corey informed the Board of his nomination of Rae Knedeisen for the position of 3rd grade teacher at HPS. Ms. Knedeisen comes to the district having earned her bachelors in elementary math education and masters in elementary education from the University of New Hampshire. She is currently teaching in the North Hampton School District. She would start at a masters, step 7 and a salary of \$60,731.

MOTION BY MEMBER FAREED TO ACCEPT THE SUPERINTENDENT’S NOMINATION OF RAE KNEDEISEN FOR THE POSITION OF THIRD GRADE TEACHER AT THE HOLLIS PRIMARY SCHOOL AT A MASTERS, STEP 7, AND A SALARY OF SIXTY THOUSAND SEVEN HUNDRED THIRTY ONE DOLLARS (\$60,731)

MOTION SECONDED BY MEMBER ROY

MOTION CARRIED

5-0-0

Superintendent Corey nominated Jacob Barry for the position of School Psychologist for the Hollis School District. Jacob comes to the district having earned his bachelor’s in psychology and mental health rehabilitation from the University of New England and master’s in professional psychology from the Massachusetts School of Psychology. He is pending his CAGS from the Massachusetts School of Professional Psychology. He would be at a masters, plus 30, step 2, and a salary of \$56,120. He is presently working with the Nashua School District.

MOTION BY MEMBER FAREED TO ACCEPT THE SUPERINTENDENT’S NOMINATION OF JACOB BARRY FOR THE POSITION OF SCHOOL PSYCHOLOGIST AT A MASTERS PLUS 30, STEP 2 AND A SALARY OF FIFTY SIX THOUSAND ONE HUNDRED TWENTY DOLLARS (\$56,120)

MOTION SECONDED BY MEMBER ROY

MOTION CARRIED

5-0-0

Superintendent Corey informed the Board of his nomination of Cathleen Turner for the position of Guidance Counselor at HPS. She received her bachelor’s in psychology in education from Wheaton College and her masters in school counseling from Lewis & Clark University. She would be at a masters, step 11 for a salary of \$67,824. She is currently with the Acton/Boxborough School District.

MOTION BY MEMBER FAREED TO ACCEPT THE SUPERINTENDENT’S NOMINATION OF CATHLEEN TURNER FOR THE POSITION OF GUIDANCE COUNSELOR AT THE HOLLIS PRIMARY SCHOOL AT A MASTERS, STEP 11 AND A SALARY OF SIXTY SEVEN THOUSAND EIGHT HUNDRED TWENTY FOUR DOLLARS (\$67,824)

MOTION SECONDED BY MEMBER ROY

MOTION CARRIED

5-0-0

Superintendent Corey nominated Casey Matthews for the position of Kindergarten Teacher at HPS. Ms. Matthews has her bachelors in elementary education from Keene State College. She would come in at a bachelors, step 4 for a salary of \$51,109. She is currently at the Raymond School District.

MOTION BY MEMBER FAREED TO ACCEPT THE SUPERINTENDENT’S NOMINATION OF CASEY MATTHEWS FOR THE POSITION OF KINDERGARTEN TEACHER AT THE HOLLIS PRIMARY SCHOOL AT A BACHELORS, STEP 4 AND A SALARY OF FIFTY ONE THOUSAND ONE HUNDRED NINE DOLLARS (\$51,109)

MOTION SECONDED BY MEMBER ROY

MOTION CARRIED

5-0-0

APPROVAL OF MINUTES

Hollis School Board [January 5, 2022](#)

The following amendments were offered:

- In each instance it occurs; replace “Member Howie” with “Member Arthur”
- Page 9, Line 26; replace “Nit” with “It”
- Page 12, Line 5; replace “such” with “just”
- Page 12, Line 31; replace “your” with “you”
- Page 19, Line 39; insert a period at the end of the sentence
- Page 20, Line 30; replace “form” with “from”

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

Hollis School Board [February 8, 2022](#)

MOTION BY MEMBER FAREED TO ACCEPT, AS PRESENTED
MOTION SECONDED BY MEMBER
MOTION CARRIED
5-0-0

Hollis School Board – **Public Hearing** [February 8, 2022](#)

The following amendment was offered:

Member Arthur should be identified as absent from the HSB Public Hearing having arrived at 7:00 p.m.

MOTION BY MEMBER FAREED TO ACCEPT, AS AMENDED
MOTION SECONDED BY MEMBER ROY
MOTION CARRIED
4-0-1

Member Arthur Abstained

Hollis School Board [March 9, 2022](#)

MOTION BY MEMBER FAREED TO ACCEPT, AS PRESENTED
MOTION SECONDED BY MEMBER ROY
MOTION CARRIED
5-0-0

Hollis School Board – **Annual Meeting** [March 9, 2022](#)

MOTION BY MEMBER FAREED TO ACCEPT, AS PRESENTED
MOTION SECONDED BY MEMBER ROY

MOTION CARRIED

5-0-0

PUBLIC INPUT - None

PRINCIPALS' REPORT

Superintendent Corey highlighted items from the Principals Report included as part of the [agenda](#) packet.

Aimswest testing will occur in April and will provide an additional datapoint to assess where students are.

The district continues its work with the lighting company. Some 600± fixtures have been changed over.

The broken playground slide at HPS has been replaced.

Both schools are collecting shoes to donate to underdeveloped countries.

Enrollment is stable with the addition of 3 students. Member Mann noted grade 3 has a total enrollment of 94. Were a few additional students added the class size would be at specification. Assistant Superintendent Bergskaug noted grade 4 class size specifications (24).

DISCUSSION

- Revenue & Expense Report

When reviewed in January, the projected fund balance was \$48,322, before funding the retained fund balance for FY3. The current report (as of 3/24/22) identifies savings in areas of hiring, staff shortages, reduction in lane changes, and through freezing the budget early on to account for the unanticipated special education costs. While expected revenue looks to be increasing from what was budgeted, it results in a current anticipated unreserved fund balance of \$526,938. The district is able to fund the FY23 trusts that were voted on in March in the amount of \$168,970. Were the Retained Fund Balance for FY23 to be funded at the \$284,000, the result would be a projected fund balance of \$43,968. The Retained Fund Balance suggested is less than the maximum allowable amount of \$298,294.

Although the number is very conservative, it is likely to improve and become a higher projected fund balance. Expenses will continue to be monitored.

Member Fareed asked for clarification the \$298,294 is the maximum amount imposed by law (based on permitted percentage) and was told that is correct.

Chairman Kellner questioned the negative \$82,385 identified as food service unreserved fund balance and was informed the food service expenses and grants offset the transfers shown in expenses. They always offset each other to be zero.

Asked if the expectation is that the district will continue to see federal funding of the lunch program, Superintendent Corey stated his belief it would not. He believes it will return to a pay program with a free and reduced component for those who qualify. Asked if there is concern with the account balancing out, he suggested the concern would be with the allocations for free and reduced and meal costs being based on pricing

from two years ago. With what is being seen in terms of inflation in food costs, there may be the need to consider a price increase this summer or perhaps even during the school year.

- Facilities Update

Superintendent Corey stated all leases and bonds across the SAU were passed (one for each district) and have been sent off to legal counsel. The Business Administrator is working with legal counsel to ensure the information is in order and will be sending the packets off to the bond/lease company. It is expected the Administration will receive word back at the end of April/early May.

Provided to the Board was a list of FY23 summer projects (copy attached). The Administration is looking to balance the different projects and time some together to gain economies of scale where possible, e.g., parking lot refinishing/paving.

The Hollis School District will run its Extended School Year program at the Hollis Brookline Middle School again this year. The arrangement worked really well last year, e.g., one drop-off for many families and fully air conditioned environment.

Noted was that for some of the projects identified, e.g., roof top ventilation units, although the legwork will be done, it will be 10 months before the units can be delivered (likely a February install). Asked about the number of projects that can be done while school is in session, Superintendent Corey responded almost all roof top pieces can be done, items such as door replacements could be done on second shift or over a weekend.

- Discussion Regarding the Tuition Rate for the Hollis Preschool Program

The Business Manager has recommended the current preschool tuition (\$2,400) be increased by \$100 a year over the next three years and that the Board revisit the rates every five years beginning in 2030. The current rate has been in place since 2014. The program has a waiting list every year.

Superintendent Corey spoke of being contacted by a Board member wishing to ensure that if someone had a financial reason for not being on the list, that they could be accommodated, which is the case.

The special education program is funded by taxpayer dollars, the tuitioned students are those representing the non-handicapped peers who provide role modeling, etc. for the special education program. What has been learned is that the role modeling by the non-handicapped peers accelerates the development. It is an amazing program to watch.

Asked if there is the need for a policy around the timeframe for revisiting the rate, Superintendent Corey suggested information such as this be included in the Strategic Plan.

Member Arthur commented the program, as it stands, is fairly small (11 three-year-old students and 8 four-year-old students) and questioned if it is at capacity for the space available. Superintendent Corey stated there to be some room in regard to space. Were additional special education students to move into the district the desire would be to find the necessary space for these services. These are students with significant disabilities who will most likely be with the district until age 21, and the sooner we can get them into our programming and working with their non-handicapped peers, the greater gains they will experience. He spoke of the monumental gains he has been able to witness first-hand and encouraged the Board to really look at increasing space if possible. Member Fareed noted the type of preschool program requires a matching number of typical peers.

Assistant Superintendent Bergskaug stated for the Pre-K-3 program, it represents not just students who have turned 3 by September 30th, but for any student who is turning 3 during the school year. While we have 8, we have some that we know will be starting in May or June based on their birthday. They would not progress until hitting 4 by September 30th.

Member Arthur questioned how extensive the wait list is for typical peers. Superintendent Corey stated there is always more than enough non-handicapped peers on the list.

- Discussion Regarding the Business Manager’s Recommendation to Offer Deductions for 457 Plans in Addition to the 403b Plans

Superintendent Corey noted the communication from the Business Administrator included with the agenda. Currently all 3 districts in the SAU offer a 403(b) tax-deferred retirement savings plan to their employees.

A teacher from the Hollis School District has requested the Board add an additional type of tax-deferred retirement savings plan to what it currently offers (457(b) plan). The district can offer two plans. This would allow an employee to contribute to both plans at the same time, up to the limits established by the IRS.

As adding a plan involves a fair amount of work to put in place, the recommendation is that the district survey employees to establish an interest, and if a minimum of five people respond affirmatively, the plan be established for the Hollis School District only.

Member Roy questioned the cost to the district and was informed the cost is associated with manpower to establish the plan and get it up and running. Asked if this plan could be offered across the SAU, Superintendent Corey stated his belief once the plan is set up it is a similar amount of manpower to operate as the existing plan.

Member Mann noted manpower in the SAU is at a premium and asked if it is believed the resources and time to spend on such an endeavor are available. He questioned timelines that may be required and could put additional pressure on staff. Superintendent Corey spoke of his discussion with the Business Administrator and his belief she would not make a recommendation that would place a burden on her staff that they could not handle. This is also looked at as one of those subtle differences that can prove beneficial in what is a difficult hiring market.

Member Mann questioned, if moving forward with establishing this additional plan, would it put the district in a better competitive position against other districts or are we catching up with other districts? Superintendent Corey responded with many of our young staff, when they come on board, they are not necessarily looking at retirement savings plans. When you look at who we hired tonight coming in at master’s 12, etc. that group is looking more at the salary scale, insurance benefits, retirement benefits, etc., and those are deciding factors. He does believe this would make us slightly more competitive. It is not a deal breaker, but it does not hurt.

Member Fareed questioned if there are other such plans that may be requested as a result of moving forward with adding a plan. Superintendent Corey did not believe that to be the case. Member Fareed questioned why the survey would be limited to Hollis and was told to make it cost effective there would need to be five requests from a single district. If the five were across the SAU, there would be four different payrolls involved. Each district has their own payroll and their own unique circumstances, e.g., in the COOP if a teacher covers for another teacher there is a set dollar amount.

- Discussion Regarding the School Calendar for the 2022-2023 School Year

Assistant Superintendent Bergskaug noted the proposed calendar is similar to past calendars. Staff returns on August 29th and school begins September 1st.

November 8th is Election Day and traditionally when the district conducts a professional development day.

An early release is proposed for November 22nd. The desire is to maintain the four early releases that are in place this year and add November 22nd.

December 23rd would be a professional development day (last Friday before school vacation).

March 7th is voting day. There was concern expressed in Brookline (vote at CSDA) with students being present in the building as well as the traffic impact. They requested and approved a calendar with an early release on that day.

The last day of school for preschool would be June 8th and June 19th for all students if having the 5 snow days. The last day for teachers would be June 21st.

Member Roy asked why the early release day in May is the Thursday and not the Friday before Memorial Day weekend. Assistant Superintendent Bergskaug stated what was learned is that Friday early release days are a disaster for the COOP where there are late start Friday/PLC mornings. When that occurred, they had to cancel the late start to do the early release, and that created confusion for students and families with arrival and drop off times. The Leadership Team felt the best thing to do was to switch to Monday, Tuesday, Wednesday, and Thursday early releases. The Brookline Board moved one of the days to a Tuesday.

When asked when the last day of school will be finalized, Superintendent Corey stated the SAU is most likely looking at Friday, June 17th as the last day. There are a few teacher days in Hollis after that. The last day would most likely follow the tradition of being a half day. The expectation is that the date will be finalized following next week's COOP School Board meeting during which graduation day will be finalized.

Member Arthur suggested the time related to early release be identified on the calendar. Assistant Superintendent Bergskaug noted dismissal is staggered. It will be clearly posted on the home page of the district's website.

DELIBERATIONS

- To see what action the Board will take regarding the Superintendent's recommendation for nomination of teachers

**MOTION BY MEMBER ROY TO ACCEPT THE SUPERINTENDENT'S RECOMMENDATION FOR
TEACHER NOMINATIONS, AS PRESENTED
MOTION SECONDED BY MEMBER FAREED
MOTION CARRIED**

5-0-0

- To see what action the Board will take regarding the reauthorization of the HSTEP Committee to proceed forward with projects and renovations outlined in the bond warrant article

Member Fareed commented HSTEP was the original project and associated strongly with the first funding package and HSMART was associated with a funding package. We have come up with an acronym for the current bond, HCAP, which is based on the Capital Improvement Plan, Capital Advancement Plan.

MOTION BY MEMBER ROY TO AUTHORIZE THE HOLLIS CAPITAL ADVANCEMENT PLAN (HCAP) COMMITTEE TO PROCEED WITH PROJECTS AND RENOVATIONS OUTLINED IN THE BOND WARRANT ARTICLE

MOTION SECONDED BY MEMBER ROY

MOTION CARRIED

5-0-0

- To see what action the Board will take regarding the Business Manager's recommendation to increase the Pre-Kindergarten tuition rate

MOTION BY MEMBER ROY TO APPROVE THE RECOMMENDATION OF THE BUSINESS MANAGER TO INCREASE THE PRE-KINDERGARTEN TUITION RATE BY ONE HUNDRED DOLLARS (\$100.00) IN EACH OF THE NEXT THREE YEARS AND REVISIT THE RATE EVERY FIVE YEARS BEGINNING IN THE YEAR 2030

MOTION SECONDED BY MEMBER FAREED

MOTION CARRIED

5-0-0

- To see what action the Board will take regarding the Business Manager's recommendation to offer deductions for 457 plans in addition to the 403b plans

MOTION BY MEMBER ROY TO APPROVE THE RECOMMENDATION OF THE BUSINESS MANAGER TO SURVEY DISTRICT EMPLOYEES, AND, IF A MINIMUM OF FIVE (5) RESPOND AFFIRMATIVELY, ESTABLISH A 457(B) PLAN FOR THE HOLLIS SCHOOL DISTRICT

MOTION SECONDED BY MEMBER FAREED

MOTION CARRIED

5-0-0

- To see what action the Board will take regarding the proposed 2022-2023 school calendar

MOTION BY MEMBER ROY TO APPROVE THE 2022-2023 SCHOOL CALENDAR, AS PRESENTED

MOTION SECONDED BY MEMBER FAREED

MOTION CARRIED

5-0-0

- To see what action the Board will take regarding the re-adoption of Policy BCA – Board Member Code of Ethics.

MOTION BY MEMBER MANN THAT THE BOARD, BY ROLL CALL, STATE AGREEMENT TO ADHERE TO POLICY BCA – BOARD MEMBER CODE OF ETHICS

MOTION SECONDED BY MEMBER ROY

ON THE QUESTION

Member Mann spoke of the practice of going through this process at this time of year and ensuring members are aware of the requirement to adhere to the code of ethics.

Member Fareed questioned and was informed the policy is required by RSA.

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

Yea: Robert Mann, Brooke Arthur, Tammy Fareed, Carryl Roy, Amy Kellner

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Nay:

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MOTION CARRIED

- To see what action the Board will take regarding the re-adoption of Policy DFA – Investment

MOTION BY MEMBER ROY TO ADOPT POLICY DFA – INVESTMENT

MOTION SECONDED BY MEMBER FAREED

ON THE QUESTION

Asked, Superintendent Corey stated the district is required to adopt this policy on an annual basis. The district has not been doing investments. However, there was a time when interest rates were very high and there may have been a pool of money that could be invested for 30-60 days in a very secure environment. This provides the ability to do so, with the permission of the Board.

Member Fareed spoke of the bond and questioned, if interest rates go up, would the district be permitted to invest funds that are being held over the two-year project. Superintendent Corey stated he would not consider it on the bond. There was a time when receiving the revenue from the Town (tax payment), which could be a very large sum of money (used to operate the business), you could go out 30, 60, 90 days, get investments and generate some revenue. Those times have not come about for quite some time, but the Board is required every year to make people aware that authority rests with the Board should it choose to do so.

MOTION CARRIED

5-0-0

- To see what action the Board will take regarding Policy EEAEA - Mandatory Drug and Alcohol Testing
 - 1st Reading - 12-1-21
 - 2nd Reading - 1-5-22

Given its third reading;

MOTION BY MEMBER ARTHUR TO ACCEPT THE THIRD READING AND ADOPT POLICY

EEAEA – MANDATORY DRUG AND ALCOHOL TESTING

MOTION SECONDED BY MEMBER FAREED

ON THE QUESTION

No changes have been proposed since the time of the last reading.

MOTION CARRIED

5-0-0

- To see what action the Board will take regarding Policy AC – Non-Discrimination
 - 1st Reading - 1-5-22 (as amended)

Given its second reading;

**MOTION BY MEMBER ARTHUR TO AMEND THE FIRST PARAGRAPH IN SECTION D BY DELETING “NO LATER THAN OCTOBER 15, 2020” AND THE THIRD PARAGRAPH IN SECTION D BY DELETING “[NON-DISCRIMINATION]” AND ACCEPT THE SECOND READING OF POLICY AC – NON DISCRIMINATION, AS AMENDED
MOTION SECONDED BY MEMBER FAREED**

ON THE QUESTION

Assistant Superintendent Bergskaug stated the “Non-Discrimination” was simply an additional title. The language was removed for clarity. The date of October 15, 2020 should be removed as once the plan comes before the Board the date becomes a moot point.

The plan is near final and once all of the policies are current with the new legislation that has passed the plan will most likely come before the Board in May or June. The language that is in the policy is in the plan so to approve a plan and then still have language that is changing seems out of order. All of the policies will be reviewed, and efforts made to ensure the language matches in the plan, which will come to the Board next. Once the plan is in place it will be reviewed every two years.

MOTION CARRIED

5-0-0

- To see what action the Board will take regarding Policy ACE - Procedural Safeguards, Non-Discrimination on the Basis of Handicap/Disability
 - 1st Reading - 1-5-22

Given its second reading;

**MOTION BY MEMBER ARTHUR TO ACCEPT THE SECOND READING OF POLICY ACE - PROCEDURAL SAFEGUARDS, NON-DISCRIMINATION ON THE BASIS OF HANDICAP/DISABILITY
MOTION SECONDED BY MEMBER FAREED**

ON THE QUESTION

No changes have been proposed since the time of the first reading. Member Mann suggested moving forward with adoption.

MOTION CARRIED

5-0-0

MOTION BY MEMBER MANN TO WAIVE THE THIRD READING AND ADOPT POLICY ACE - PROCEDURAL SAFEGUARDS, NON-DISCRIMINATION ON THE BASIS OF HANDICAP/DISABILITY

MOTION SECONDED BY MEMBER ROY

MOTION CARRIED

5-0-0

- To see what action the Board will take regarding Policy EF - Food Service Management
 - 1st Reading - 1-5-22

Given its second reading;

MOTION BY MEMBER ARTHUR TO ACCEPT THE SECOND READING OF POLICY EF - FOOD SERVICE MANAGEMENT

MOTION SECONDED BY MEMBER FAREED

ON THE QUESTION

Chairman Kellner questioned if volunteers continue to be utilized in food service, and if so, if the certification for the sanitation course also applies. Assistant Superintendent Bergskaug stated most of the volunteers address other aspects of lunch such as cleaning of the tables. Chairman Kellner noted in prior years volunteers served food. Assistant Superintendent Bergskaug stated her belief, in that instance, she would believe the volunteer would be required to complete the course. Superintendent Corey stated that could be included as part of the volunteer videos. If not doing that component, they would not be permitted to volunteer in the kitchen.

MOTION CARRIED

5-0-0

MOTION BY MEMBER MANN TO WAIVE THE THIRD READING AND ADOPT POLICY EF - FOOD SERVICE MANAGEMENT

MOTION SECONDED BY MEMBER FAREED

MOTION CARRIED

5-0-0

Chairman Kellner questioned the timing of having the district's policies reviewed by legal counsel. Assistant Superintendent Bergskaug responded the initial timing was the summer of 2022. She will reach out to counsel to ascertain whether that remains the case.

ADJOURNMENT

MOTION BY MEMBER MANN TO ADJOURN

MOTION SECONDED BY MEMBER ROY

MOTION CARRIED

5-0-0

The April 6, 2022 Organizational Meeting of the Hollis School Board was adjourned at 7:42 p.m.

Date _____ Signed _____

FY23 Summer Projects		
Project	Budget	Lead
Multiple Districts		
Gym Inspections		
HUES	\$3,000	Ben
RMMS	\$3,000	Ben
CSDA	\$3,000	Ben
HBHS	\$3,000	Ben
HBMS	\$3,000	Ben
Bollards		
HUES	\$4,000	Ben
HPS	\$4,000	Ben
HBHS	\$4,000	Ben
HBMS	\$4,000	Ben
CSDA-Maybe	\$4,000	Ben
RMMS-Maybe	\$4,000	Ben
HSD		
HSD-Bond Projects		
Cladding-Gym		Lance
Interior Doors		Lance
Bathrooms		Lance
ASHP		Lance
Roofing		Lance
HPS/HUES		
No Touch Batteries	\$7,000	Ed/Chuck
HPS		
Door Hardware	\$2,000	Chuck
Window Shades	\$2,000	Chuck
Ceiling Tiles	\$5,000	Chuck
Classroom Flooring	\$33,455	Chuck
Asbestos-Window #1	\$14,000	Lance
HUES		
Skylight shades	\$7,325	Ed
Gym Floor Refinish	\$3,000	Ed
Diesel Pump Maintenance	\$2,000	Ed
Water Bottle Filling Station (3)	\$9,000	Ed
Cafeteria Tables	\$14,000	Ed
Swingset + installation	\$10,000	Ed
Annual Mulch	\$2,400	Ed
Benches	\$1,600	Ed
Picnic Tables	\$3,000	Ed
Sprinkler Tank Repair	\$20,000	Ed
Cafeteria Flooring	\$15,000	Lance
Classroom/Hallway Flooring	\$34,700	Lance
Carpet Extractor	\$2,000	Ed
White Board Paint	\$1,350	Ed
Library Bookcase Replacements	\$1,000	Ed

	Classroom Furniture	\$5,000	Ed
BSD			
BSD-Bond projects			Lance
	Elevator		
	Security Office		
	Library		
	Classrooms		
	2nd floor above security office		
RMMS/CSDA			
	Parking Lot Reseal		Lance
RMMS			
	Cafeteria Tables (3)	\$8,000	Ben
	Playground Mulch	\$3,200	James
	Trim Replacement	\$8,000	James
	Push-Bar Replacements	\$5,000	James
	Window Balance/Seals	\$5,000	James
	Gutter & Storm Drains	\$3,600	James
	Classroom Flooring	\$17,000	James
CSDA			
	Snowblower	\$3,000	Dawna
	Window Balance/Seals	\$5,000	Dawna
	Flooring-Specialists	\$17,000	Ben
	Gym Floor Refinishing	\$3,000	Dawna
	Exterior Doors (2)	\$6,700	Dawna
Coop			
HBHS			
	Coop-Lease HVAC Units		Lance
	Roof Section #1	\$70,000	Lance
	Truck w/trailer	\$37,250	Lance/Ben
	IT Storage unit	\$6,000	Lance/Ben
	Storage unit-tables and chairs	\$8,000	Ben
	Interior/Exterior Rekeying	\$5,000	Lance
	Paving from 122 to New	\$70,000	Lance
	Paving-turf field parking	\$90,000	Lance
	HVAC upgrades	\$12,000	Steve
	Interior Doors	\$3,000	Steve
	Exterior Doors	\$6,000	Steve
	FACS kitchen countertops	\$25,000	Steve
	A/C & Elec in Computer Science	\$10,000	Steve
	Window blinds	\$3,000	Steve
	Window screens	\$3,000	Steve
	Window seals	\$3,500	Steve
	Boiler Jacket Replacements	\$4,000	Steve
HBMS			
	HVAC Upgrades	\$60,000	Ben
	Window Replacements-Cambry	\$20,000	Lance
	Interior Lighting-High Rise	\$10,000	Mike
	Exterior Lighting	\$3,000	Mike