

MOTION BY MEMBER FAREED TO TABLE BOARD ACTION ON THE FACILITIES/SECURITY GRANT AWARDED TO HUES UNTIL THE NEXT REGULARLY SCHEDULED MEETING

MOTION SECONDED BY MEMBER KELLNER

MOTION CARRIED

5-0-0

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

APPROVAL OF MINUTES

Hollis School Board [October 2, 2019](#)

The Following amendments were offered:

- Page 5, Line 5; correct the spelling of “water”
- Page 5, Line 8; replace “are” with “is”
- Page 5, Line 30; insert “meeting” after “following”

MOTION BY MEMBER ARTHUR TO ACCEPT, AS AMENDED

MOTION SECONDED BY MEMBER KELLNER

MOTION CARRIED

5-0-0

NOMINATIONS/ RESIGNATIONS/CORRESPONDENCE

Chairman Mann spoke of a communication addressed to the Board, and a request that it be read into the record.

Superintendent Corey commented on allowing statements, from individuals not in attendance, to be read into the record, and of the concern with setting such a precedent. He noted the communication pertains to the item tabled by the Board. That action will allow another opportunity for community members to appear before the Board to provide testimony. He will contact the author and make him/her aware that the matter has been tabled, and of the opportunity to provide input.

PRINCIPALS’ REPORT

The Hollis Upper Elementary School (HUES) is looking to fill a custodial position.

Superintendent Corey spoke of the sensory hallway put in at HUES. There is also one in place at the Richard Maghakian Memorial School (RMMS). He commented on the positive reactions of the students.

Students in Mrs. Gardner’s class at the Hollis Primary School (HPS) hosted the October All School Town Meeting with a special guest; Mr. Kane. Superintendent Corey commented on Mr. Kane being able to be convinced to sign up as a substitute. The Board was pleased to hear of Mr. Kane’s continued participation in the District.

Asked for additional information on enrollment, Superintendent Corey stated the District is okay at the moment. The Administration will engage in discussions with the Budget Committee in regard to some of the numbers. The numbers are right on the turning point; however, there is the need to be cautious about adding a position if not an absolute necessity. It may be that the Contingency Fund is looked to as a funding source. At the same

time, the special education numbers are growing, and there is the need to balance everything. At this point in the year, the District is okay.

PUBLIC INPUT

Tiffany Testa, 101 Mooar Hill Road

Requested the Board refuse acceptance of the grant from the NRA School Shield Program. She noted her request had nothing to do with her views of the NRA, but with the fact the NRA is probably one of the most decisively charged lobbyists groups out there, and are lobbying for a certain cause. The cause is against any gun control regulation. She stated concern acceptance of the grant would constitute support of the organization, and a stand against any gun control laws.

She does not understand how the District could perceive it acceptable to make application to such an organization.

She spoke of the safety of the school being the #1 priority, and commented if we have done an audit of our schools and found there are vulnerabilities, she wants those items to be placed in the budget. The Town needs to determine whether it will approve the expenditures needed to keep our kids safe.

Mo Maisttison, 60 Milton Place

Opposes accepting funding from the NRA. The NRA represents the gun lobby whose sole drive is to put more guns on the street. That makes us less safe. She commented you could put a mote with a bridge around HUES, and it still wouldn't protect you from bullets.

She spoke of having worked at the Washington Navy Yard when there was a shooting. It was in the shadow of the nation's capital, on a military base, in a facility with armed guards. That wasn't enough security to prevent the deaths of 13 people. She stated her belief the NRA doesn't have the safety or well-being of the students in mind. If there is an issue with safety, it needs to be addressed through the budget process.

Tiffany Testa, 101 Mooar Hill Road

Spoke of having become aware of a community member who believes he/she was singled out and discriminated against in regard to the policy on proof of residency. She remarked when you single out a group that is marginalized or a minority and that minority is a minority based on race, there is no way of getting around that word. She stated the need to implement policies and practices in a way where the burden of proof is not on the minority. If there is a policy that makes it harder to prove residency of renters then we have to work harder at it. If you look at the statistics on renters they are often linked with other marginalized and minority groups, which makes them feel segregated and does not create a unity in communities. She would like the District to implement policies in a sensitive way.

DISCUSSION

- SAU Barn and Facilities Remediation Update

Included with the agenda [packet](#) is a budget proposal from Morin Contracting Services, Inc., the estimators that worked with the District's Architect, David Ely, Windy Hill Associates. The estimated total for the barn and SAU renovations is \$1,345,694.00.

The following breakdown was provided for the scope of work; general conditions (\$106,930), demolition (\$24,280); much of the material of the barn is not reusable and will require the barn to be raised and placed on platforms while a foundation is constructed around it, sitework (\$84,000), concrete (\$44,290), steel railings (\$16,900), carpentry (\$303,192); finish carpentry (\$3,700), thermal and moisture (\$61,340); the back side of the barn has ½' to 1' of boards that are being eaten away as a result of constant moisture coming out of the soil and grass in the area, doors & windows (\$75,848), Gypsum wallboard (\$29,136), flooring (\$19,425), painting (\$49,850), specialties (\$2,235), plumbing (\$22,000), HVAC (\$131,320), electrical (\$140,000). The estimated total direct cost is \$1,114,446. Overhead and profit (\$167,167) and contingency (\$64,081) results in a total estimated cost to \$1,345,694. The project would result in complete renovation of the barn to be able to be used as commercial space, it would be tied into the existing SAU office, minor repairs to the existing SAU office, and would allow the expansion to meet the business housing needs of the SAU staff.

Superintendent Corey stated the desire to take the project proposal to the Budget Committee this month. The Budget Committee has asked for a decision of the Board in regard to moving forward with the project.

Chairman Mann questioned if a decision to move forward would obligate the Board to a particular option. Superintendent Corey stated the five options (presented at the [June 6, 2019 meeting](#)), were reviewed by the architects and barn experts who determined this to be the most cost effective. He spoke of the possibility of breaking the costs out into two different articles allowing each to stand on its own merits (SAU/barn and building related items). The information obtained allows the District to bring forward a concrete number, and one which the Administration does not believe would be exceeded. There is concern with how much of the two projects could be done in a single summer.

Vice Chairman Fareed questioned if the entirety of the construction project could be done by the opening of school, if bonded in the March timeframe. Superintendent Corey responded with uncertainty it could be completed by the opening of school, but there would not be the same concerns necessarily as the existing SAU office upgrades, excavation and other work that would cause him caution could be completed so that by the time the school year begins the focus would be on internal work.

Ms. Roy commented on prior discussion of the possibility of the addition of an elevator in the barn, noting it was not included in the estimate. Superintendent Corey stated the architect has reviewed the option and determined it did not reach the level of requirement. At this time, an associated cost for an elevator is not included. The Budget Committee had questioned why that would be not part of the project. It is unclear if the option will be reconsidered.

Ms. Arthur questioned, which of the five options considered were most represented by the estimate, and was informed it more closely aligns with the second option.

Chairman Mann stated the desire for the Budget Committee to consider the offices in the farmhouse itself and ensure all needs are being addressed to allow the infrastructure to serve the District well into the future. Vice Chairman Fareed spoke of the ownership of the property by the Hollis School District, and the responsibility for protecting the asset.

Ms. Roy questioned if there are items not included within the current proposal that the Superintendent would like to see included. Superintendent Corey responded were the second floor to be added over the wing, he believes there would be many years where the space would not be utilized in regard to personnel. He cautioned over-building noting the request for a Facilities Director within the SAU, and his belief, once that position is in place, the SAU will be staffed comparable to others in the surrounding area. The current proposal would allow for ample personnel as well as storage space.

Superintendent Corey noted the Budget Committee questioned if the District would be reaching out to the other districts regarding a long-term leasing arrangement. Discussions have taken place with legal counsel. A discussion took place with the Brookline School Board, which was supportive. They questioned what the rent escalation would be. Once the barn is brought online, the total square footage would be calculated based on the current sq. ft. rate to determine the rental rate. He would recommend the Board review the rental rate against comparable commercial space every 3 years.

Chairman Mann questioned the need for a facilities policy that stipulates the timing of such a review. If adding square footage, there is the need to consider increased cost, e.g., maintenance. He questioned if the consultants can provide guidance as to whether the current rate/sq. ft. is adequate to maintain the structure.

Superintendent Corey addressed facilities remediation noting the document included with the agenda titled "FY21 Bond Warrant Planning". The columns identify the project and school, estimated cost, priority areas (narrowed down to 2), and an identification whether the particular project is energy related or a capital improvement project. Further definition is included relative to whether the project results in additional safety/security, energy savings, replacement of an item that has reached or is past end of useful life, etc.

The total cost of all identified projects is \$2,476,172. Larger items include air handler 3 (large roof unit) at HUES, which has reached end of life, and must be replaced at a cost of \$230,800. The unit is responsible for changing the air within the building as well as assisting with some of the heating components. At HPS, the last 19 classrooms would be completed relative to air source heat pumps (\$297,100). At HUES, all of the heat unit ventilators would be replaced (\$223,000). A large item the Administration would like to address is the lack of a sprinkler system at HPS (\$693,100). The large portion of that cost is the requirement to bury a dedicated water tank out in the garden area. The boilers are being consolidated and the underground oil tank replaced with propane (HPS). The underground oil tank is due to be replaced in the next 5 years.

Superintendent Corey commented on the insulation cost at HUES. When the school was constructed, insulation was not put into the eaves. Vice Chairman Fareed noted after the foaming of the gap (1,100 linear feet), the building was under negative pressure, and when the front doors were opened outdoor air was sucked into the building over the steel beam. After the work was done last summer, there was a frozen pipe issue in the 4th grade wing. The consultant and the Maintenance Supervisor found another 120 sq. ft. hidden in a nook where all of the renovations come together. They used a temperature gun on it to find the beam was 7^o.

Superintendent Corey stated another major item at HPS is interior/exterior doors (\$265,000). The main entrance would be renovated with new doors and many classroom doors would be replaced/upgraded. There are some doors that would not be as great a concern if the sprinkler system is installed.

The architect was asked to price out the cost of constructing a new elementary school of the same size. To replace HPS would be at a cost over \$17 million and HUES over \$24 million. It is believed the renovation will significantly extend the life expectancy of the buildings.

Ms. Roy pointed out the kitchen septic/grease trap upgrade at HPS and the Drury Lane catch basin at HUES that are absent a cost estimate in the material provided and questioned the status of those items. Superintendent Corey commented on the potential enrollment projections noting the only way the buildings could expand would be to address those issues. The architects have indicated the kitchen should be delayed because it may be involved in the cafetorium and they don't want to limit options. Once you expend the funds on the kitchen you have locked yourself into very limited expansion options. The quote for the kitchen came in at \$116,000; however, they are not suggesting moving forward with that (priority area 3). The grease trap would also be looked at as a delayed item (done at same time as septic). An estimate on the catch basin is anticipated. That is something that will be done whether as part of this project or as a separate project. It needs to be replaced.

Chairman Mann remarked when putting this project together with the SAU barn remodeling, the total bond amount would be in the area of \$3,826,172. He stated a desire to receive an opinion from the Budget Committee relative to the possibility of refinancing the HSTEP Phase I lease into the bond amount. Vice Chairman Fareed stated the project began in 2016 with a \$100,000 taxpayer funded study that was founded in hiring highly recommended energy efficiency consultants who brought in many experts and created a Warrant Article for 2017 that requested \$2.8 million in a lease purchase, which is similar to a bond. The foundation of that bond request was a lot of high-tech modeling; data from builds, measuring temperatures, etc. and put through multiple iterations of a modeling system to try to determine what costs and savings would be.

The project was completed over the course of two years. There have now been two winters with the solar panels in place and one year with the wrap around the building. Data on actual performance is beginning to be gained on the aspects of the project that have been put in place.

The Budget Committee has been requesting a summary of the outcome of the project (copy attached).

The document highlighted activities that occurred in each of the years. Shown were the three major components; solar for both buildings, replacement of the heating system at HUES (oil with propane), and electrical renovation at HPS (circuits were from 1952/updated in 1978). It was known, because of the septic issue, the kitchen was going to have a renovation in the not too distant future, which would call on a great deal more power. It was decided that the electrical renovation in the building would be substantial in order to handle all of the needs, and that the work be done while the walls were open, and the wires were being pulled.

The second year saw the building wrap being done and the air source heat pumps (HPS). Always intended was not to do 6 rooms. There were 13 rooms that had been planned for, but contingencies caused those to be unable to be completed. The discovery of the substantial gap occurred and was addressed.

The chart breaks down the annual cost (10 year average) for the electrical and heat bills. It identifies the annual cost (built on the 10 year average) of \$240,817, and the FY19 actual cost (\$182,180). Savings equate to \$58,637.

Had the FY19 actuals been compared with the worst year within the 10 year span, a significantly larger savings would be seen.

In January of 2017, an estimate of energy savings had to be identified. Looking back at the models, projections, and the many experts who weighed in on the entire project, the hope had been there would be a savings of \$138,000/year. The savings would have been closer to the projection except for some components that were not completed.

The chart also identifies unrealized savings components. Demand charges are a technicality of the Eversource billing system. If you see a spike in electric usage for 15 minutes or longer that is the rate for all day. The Hollis Energy Committee has been conducting tests within the buildings looking to identify the source of the spikes. One was identified as the large water heater that serves HUES, which was set to turn on with a manual timer set for a prime electric rate time. It was adjusted. The buildings are riddled with these kind of spots that are continually being investigated.

Projections were made of what electric, oil, and propane rates would be. The projections were conservative and based on five-year prior averages. The rates realized are higher than anticipated.

Unrealized solar value is a result of the weather, and the fact that the State no longer pays the net metering it did previously. The figure available at the onset of the project has been cut by approx. 80%. The second gap that

was found at HUES was identified after the construction was complete. The impact of the unknowns to performance equates to roughly \$33,000 - \$38,000 of unrealized savings.

Pieces of the project that were not completed include the replacement of all lights within both buildings (LED lighting), 13 air source heat pumps for the 2nd and 3rd grade wing, the boiler consolidation at HPS, the HUES building maintenance system optimization; computer that runs all heating/electric elements; would have all sources connected including the water heater that was set for the wrong time of day. Also planned, and not realized, was the installation of phase change materials at HUES. It has a significant benefit for energy savings in certain heating situations. It is good at stopping sudden spikes in hot and cold. What it doesn't have much impact on is the nice smooth consistent performance that air source heat pumps use. It had a cost component, which was avoided by not doing it, but it also had a significant savings component, which was part of the calculus.

Vice Chairman Fareed noted the items were not completed due to cost escalations over the three-year span, e.g., labor, tariffs, pricing. The wrapping of the building turned out to be at twice the anticipated cost. The technical demands were much more significant than had been envisioned. It is a very old building, and when you open up walls, you run into the unexpected.

Multiple solar providers provided estimates and advice prior to going to the Town with the warrant request for the lease purchase. None advised to change the roofing at HUES to be able to take on the solar panels. Once the funding was in place, it was learned a section of roofing had to be replaced. It was the right thing to do, but it was at a cost of approx. \$90,000 that had not been planned for. There were very real mechanical and technical contingencies that caused us to have to reprioritize.

- Revenue and Expense Report FY20

Since the time of the report (through 9-25-19), new developments in special education have impacted the then anticipated unreserved fund balance of \$145,321. Kristen Maher, Assistant Business Administrator, commented the dust will settle, and a more accurate number will be understood in the December/January timeframe.

Ms. Kellner remarked she has heard that the current year budget is frozen, and questioned the impact that has. Superintendent Corey responded budgets are often frozen around this time of year. In this instance, there were a few factors; a significant amount of unanticipated special education costs and waiting for encumbrances to be finalized. What is meant when indicating the budget is frozen is the requirement for a Principal to gain approval from the Business Administrator to move forward with a purchase order for any item(s) not yet encumbered. From a program standpoint, approx. 80% of supplies, etc. are ordered and encumbered in the August/September timeframe. Being considered at this time are more along the lines of maintenance issues, etc., and there is the need to ensure they align with the budget.

Chairman Mann stated the desire to place focus on the amount able to be returned to the taxbase. Superintendent Corey commented, if moving forward with the bonds, the intent would be to decrease the request to the Maintenance Trust Fund as many of the items that would have looked to that funding source would be included in the bond.

- Update on Budget Building Efforts FY21

Superintendent Corey stated the SAU 41 budget proposal is near level funded. A single position is being requested; Facilities Director. The increase over the FY20 budget is \$67,786 or 3.9%. Were the voters to approve a default budget, the SAU would not move forward with the position. The SAU budget is the first to

pass (December). Once approved by the SAU 41 Governing Board, it is incorporated into the individual district budgets.

Chairman Mann informed the viewing audience the Public Hearing conducted by the SAU 41 Governing Board in December is the time at which changes can be made to that budget. Once the budget is approved by the Governing Board it is set.

Ms. Arthur noted a question raised by Chairman Mann at the last SAU 41 Governing Board meeting concerning whether the proposed salary is commensurate with a director level position. Superintendent Corey noted the fund balance projection (7-1-20; \$160,821), and the anticipation \$20,000 would be used from that balance to offset the budget. A portion of that would be utilized, if the concern expressed is realized.

The Administration has just completed Round 2 of the Hollis School District proposed budget for FY21. The single biggest items of impact are within special education. The first round included all requests (needs/wants) submitted by the Principals. From there, the budget goes through a series of rounds where cuts are made until reaching a final proposal.

At the conclusion of Round 2, the budget includes requests under personnel for a kindergarten paraprofessional (HPS), some shared positions, the priority being that of a shared SAU Nurse. At HUES, a library assistant/STEM position is listed. Special Education personnel includes a Pre-K teacher, which was not budgeted in FY20, but required as a result of a pre-k special intensive needs program resulting from move-ins.

Chairman Mann noted the removal of the cost associated with moving from a .8 environmental science position (HPS) to a Full Time Equivalent (FTE) position. Superintendent Corey stated that to be correct; all students are currently be serviced with the .8 position. HUES has a program they run in the spring. Increasing the position would have provided for additional schedule flexibility.

Two paraprofessional positions would be reduced; students are moving up to the middle school. Being proposed is moving from a .5 to a 1.0 FTE in Occupational Therapy. For the past few years a majority of speech services were provided through contracted services. The District will be able to create a position within the building, which will allow much greater opportunities to service the students. Although the same dollar amount, with contracted services, the District has an individual for only certain hours during the week.

Being proposed is an RBT paraprofessional (trained to gather data on progress). An existing paraprofessional position is being extended throughout the summer as there is a need for RBT paraprofessionals for the extended school year program.

Under the heading of academics, included is the HPS share of the enVision 2.0 math program, and a placeholder in both buildings for social studies. It is believed costs will come down. The anticipated new State standards have not yet been approved. The Administration is in discussion around Response to Intervention (RtI) summer programs (HUES). It is not yet known if there would be enough participants were it offered.

In regard to new computer equipment, Chromebooks are sought for the 3rd grade and the replacement of 16 Chromebooks at HUES and the appropriate charging stations.

Asked about the BOKS (Build Our Kids' Success) program, Superintendent Corey stated it to be a program that was removed from the budget. Assistant Superintendent Thompson explained Title IV funds will be used to defer some of the cost. There will still be a cost, but the hope is to reduce it while also offering additional scholarships. BOKS is a before-school physical activity program designed to get elementary school

age children moving in the morning, to promote a more productive school day. The program combines free play, physical activity, team games and short talks on nutrition to create life-long healthy habits.

Superintendent Corey spoke of the replacement cycle for computer equipment, and the projected costs. The new expense is a result of HB1612, which requires all machines to be able to run Windows 10 in order to meet security requirements. This is an area where relief from guidance will be sought. The cost is approx. \$95,000 at HUES and \$29,000 at HPS.

Under hosted software are cost projections for the upgrading of the Barracuda firewall, and a portion of the cost of a fingerprinting machine. The Hollis Police Department will purchase the actual machine (new laser machine), which is anticipated to reduce the number of resubmissions necessary due to inaccurate prints. The District budget will contribute to the annual maintenance cost as the SAU is by far the largest user of the equipment.

Under the heading of safety issues, listed are Phase I of cameras at HPS and the completion of the camera project at HUES. For building needs, identified are an audiometer for the health office and water bubbler replacement at HPS. At HUES, there are classroom fan replacements, a new basketball pole (may not make it to Round 3), and water bubblers and filling stations.

Superintendent Corey noted, if the budget were to be proposed in its current form, it would represent a 7.8% increase, a significant amount of which is related to special education, which is outside of guidance, and is funded.

The guidance number from the Budget Committee was originally 2%, and will likely come in closer to 1% when you consider the fact that teacher contracts have already passed, and the increase is already represented in the number.

- Long-Term Lease Agreement for 4 Lund Lane to SAU41

Item covered under discussion of the SAU barn and facilities remediation update.

DELIBERATIONS

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

JCA – Change of School or Assignment

1st Reading; 9-4-19

2nd Reading; 10-2-19 (as amended)

Given its third reading;

**MOTION BY MEMBER KELLNER TO ACCEPT THE THIRD READING AND ADOPT POLICY
JCA – CHANGE OF SCHOOL OR ASSIGNMENT
MOTION SECONDED BY MEMBER FAREED**

ON THE QUESTION

Ms. Kellner noted no changes have been recommended since the time of the last reading.

MOTION CARRIED

5-0-0

JEC – Manifest Educational Hardship

1st Reading; 9-4-19

2nd Reading; 10-2-19

Given its third reading;

**MOTION BY MEMBER KELLNER TO ACCEPT THE THIRD READING AND ADOPT POLICY
JEC – MANIFEST EDUCATIONAL HARDSHIP
MOTION SECONDED BY MEMBER FAREED**

ON THE QUESTION

No further amendments are proposed.

MOTION CARRIED

5-0-0

EHB – Data/Records Retention

1st Reading; 9-4-19

2nd Reading; 10-2-19 (as amended)

Given its third reading;

**MOTION BY MEMBER KELLNER TO ACCEPT THE THIRD READING AND ADOPT POLICY
EHB – DATA/RECORDS RETENTION
MOTION SECONDED BY MEMBER FAREED**

ON THE QUESTION

Ms. Kellner noted the Policy Committee has no further recommended changes to the policy.

MOTION CARRIED

5-0-0

GADA – Employment References and Verification (Prohibiting Aiding and Abetting of Sexual Abuse)

1st Reading; 9-4-19

2nd Reading; 10-2-19 (as amended)

Given its third reading;

**MOTION BY MEMBER KELLNER TO ACCEPT THE THIRD READING AND ADOPT POLICY
GADA – EMPLOYMENT REFERENCES AND VERIFICATION (PROHIBITING AIDING AND
ABETTING OF SEXUAL ABUSE)
MOTION SECONDED BY MEMBER FAREED**

ON THE QUESTION

The only change was related to formatting.

MOTION CARRIED

5-0-0

JEB - Age of Entrance
1st Reading; 10-2-19
Given its second reading;

**MOTION BY MEMBER KELLNER TO ACCEPT THE SECOND READING, WAIVE THE THIRD, AND ADOPT POLICY JEB - AGE OF ENTRANCE, AS AMENDED
MOTION SECONDED BY MEMBER FAREED**

ON THE QUESTION

Ms. Kellner noted the amendments made were based on comments from the last meeting, which was to add a reference to the residency policy, JFAA.

**MOTION CARRIED
5-0-0**

JLCB - Immunizations of Students
1st Reading; 10-2-19
Given its second reading;

**MOTION BY MEMBER KELLNER TO ACCEPT THE SECOND READING, WAIVE THE THIRD, AND ADOPT POLICY JLCB - IMMUNIZATIONS OF STUDENTS
MOTION SECONDED BY MEMBER FAREED**

ON THE QUESTION

No additional amendments have been proposed.

**MOTION CARRIED
5-0-0**

JLCC - Head Lice/Pediculosis
1st Reading; 10-2-19
Given its second reading;

**MOTION BY MEMBER KELLNER TO ACCEPT THE SECOND READING, WAIVE THE THIRD, AND ADOPT POLICY JLCC - HEAD LICE/PEDICULOSIS, AS AMENDED
MOTION SECONDED BY MEMBER FAREED**

ON THE QUESTION

Ms. Kellner noted the change to have been in the deletion of reference to non-applicable RSAs.

**MOTION CARRIED
5-0-0**

EEA - Student Transportation Services
Given its first reading;

**MOTION BY MEMBER KELLNER TO ACCEPT THE FIRST READING OF POLICY EEA – STUDENT TRANSPORTATION SERVICES, AS PRESENTED
MOTION SECONDED BY MEMBER FAREED**

ON THE QUESTION

The Policy Committee recommends a change to section C so that it reads “Bus stops shall be established under the direction of the Superintendent in collaboration with the transportation company and based on pupil enrollment.” Deleted was “A bus stop so established will be designated as authorized when the School Board has approved its designation as such.”

MOTION CARRIED

5-0-0

JFAA - Admission of Resident Students

Given its first reading;

**MOTION BY MEMBER KELLNER TO ACCEPT THE FIRST READING OF POLICY JFAA –
ADMISSION OF RESIDENT STUDENTS, AS PRESENTED
MOTION SECONDED BY MEMBER FAREED**

ON THE QUESTION

Ms. Kellner noted the recommended changes to be inclusion of reference to Policy JEB – Age of Entrance and restructuring of the language in the first sentence.

Ms. Kellner noted the feedback received during the public comment period will be brought to the Policy Committee for consideration. Vice Chairman Fareed suggested the language in the 1st sentence under New Resident Students be massaged. She spoke of public input provided a few months back regarding procedures required of parents for certain processes were only identified within the student handbook. She suggested the policy reference the student handbook.

Chairman Mann questioned if there are or should be procedures in place that cover the practice of proof of residency.

Ms. Roy suggested the language “proof of residency satisfactory to the Superintendent” is very unclear. The language should identify the documentation required as proof of residency.

Asked what he would consider to be satisfactory proof of residency, Superintendent Corey provided the examples of a lease, utility bill, etc. He spoke of the potential costs to the District should fraud be perpetrated. There are those who keep a watchful eye on this possibility as it does impact the costs to the District. He respects what was relayed during the public comment period, and agrees the District needs to address this in an appropriate manner.

Asked for an example of a document that would not suffice as proof of residency, Assistant Superintendent Thompson provided the example of a property owner writing a letter indicating the individual was residing at a particular location. In that instance, additional documentation was requested.

Ms. Roy stated the policy to be the only one that refers to proof of residency, and speaks only of initial proof of residency. What has come up during discussion with members of the community is the requirement for renters to provide proof of residency on a yearly basis in order to mitigate fraud, and whether that is a discriminatory practice. The burden of proof is placed on the renters. The SAU is more easily able to verify residency of homeowners, and does not require that proof on a yearly basis.

Asked if the SAU verifies residency of homeowners, Superintendent Corey stated they check if they are given reason to. There are tax bills going out to the residences, etc. making it easier to confirm residency. If individuals are moving into a community and constructing a home, all sorts of documentation is requested before students are enrolled. The District could benefit from looking at what is being done, and determining if it can be done in a better way. If the policy identifies what is required it will be consistent.

MOTION CARRIED

5-0-0

- To see what action the Board will take regarding moving forward with a proposal for the school and SAU building renovations

**MOTION BY MEMBER FAREED TO MOVE FORWARD WITH THE PROPOSAL FOR THE SCHOOL AND SAU BUILDING RENOVATIONS
MOTION SECONDED BY MEMBER KELLNER**

ON THE QUESTION

Asked what the result of the motion would be, Superintendent Corey stated it would indicate that the Board supports ultimately doing something. The exact dollar amount is not yet known. At this time, we know there is an approximate cost of \$3.8 million. The Budget Committee needs to know the Board is at that number, it may come down, but the Board intends, in some fashion, to present this to the voters. The Budget Committee has asked for verification, before they get into detailed discussions, that this is something the Board is going to support.

Chairman Mann commented the Board was presented with estimates, the scope of the project, and possible approaches. It is not his sense there are any objections relative to how the process is proceeding. The motion would indicate, as presented, the Board is pursuing this. The numbers might change, and some aspects of the project might be altered, but the Board is pursuing this project and a number of approx. \$3.8 million to be bonded.

MOTION CARRIED

5-0-0

- To see what action the Board will take regarding the facilities/security grant awarded to HUES

Tabled until the next regularly scheduled meeting.

ADJOURNMENT

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

5-0-0

The November 6, 2019 meeting of the Hollis School Board was adjourned at 9:12 p.m.

Date _____

Signed _____

HSTEP 2016-2019
Results To-Date

Year 1: 2017-18	Solar Installation - HPS/HUES Propane Boiler/Tank - HUES Electrical Work - HPS
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Year 2: 2018-19	Building Wrap - HPS Air Source Heat Pumps - HPS Foam Gap - HUES
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	Annual Cost (10 yr Avg)	FY19 Actual Cost	FY19 Savings
Electric	\$130,217	\$99,563	
Heat	\$110,600	\$82,617	
Totals	\$240,817	\$182,180	-\$58,637

FY19 Projected Savings: \$138,000
(determined for Guidance - Jan 2017)

Unrealized Savings Components	
	Approx. Unrealized Savings
1. The Unexpected/Unknown	\$33,000-\$38,000
Demand charges Rate differences for propane/oil/electric Unrealized solar value (production & metered) HUES 2nd gap discovery	
2. Projects not completed	\$36,000-\$41,000
HPS & HUES - New LED lights HPS 13 air source heat pumps HPS boiler consolidation HUES building maintenance system optimization HUES phase change materials	

Savings projections developed via building science models and other expert input