

**HOLLIS BROOKLINE COOPERATIVE SCHOOL BOARD  
NOVEMBER 16, 2016  
MEETING MINUTES**

A regular meeting of the Hollis Brookline Cooperative School Board was held on Wednesday, November 16, 2016 at 6:00 p.m. at the Hollis/Brookline Middle School Library.

Chairman Elizabeth Brown presided:

Members of the Board Present: Tom Solon, Vice Chairman  
Holly Deurloo Babcock, Secretary  
Christopher Adams (arrived at 6:11 p.m.)  
Eric Pauer  
Cindy VanCoughnett  
Krista Whalen

Members of the Board Absent:

Also in Attendance: Andrew Corey, Superintendent  
Gina Bergskaug, Assistant Superintendent  
Linda Sherwood, Assistant Business Administrator  
Rick Barnes, Principal, Hollis Brookline High School  
Bob Thompson, Principal, Hollis Brookline Middle School  
Erin Moynahan, Sophomore Class Representative, Hollis Brookline High School

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APPOINTMENT OF PROCESS OBSERVER

Chairman Brown appointed Tom Solon to serve as Process Observer.

AGENDA ADJUSTMENTS

A request was made to adjust the agenda by adding, under Deliberation, consideration of the travel request for the trip to Spain.

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

APPROVAL OF SCHOOL BOARD MEETING MINUTES

Hollis Brookline Cooperative School Board – **Action Report** . . . . . October 19, 2016

*The following amendments were offered:*

Page 1; Amy Rowe, Director, Student Services should be listed as in attendance  
Page 4, Line 11; delete “programming” following “RSEC’s middle school”

**MOTION BY MEMBER SOLON TO APPROVE AS AMENDED  
MOTION SECONDED BY MEMBER WHALEN  
MOTION CARRIED**

**5-0-1**  
*Member Pauer Abstained*

NOMINATIONS / RESIGNATIONS / CORRESPONDENCE

Superintendent Corey informed the Board of his receipt of a letter of Intent to Retire from Ron Johnson, Physical Education Teacher at the Hollis Brookline Middle School (HBMS), effective at the end of the current school year.

PUBLIC INPUT

Maryanne Shanley, 7 Buttonwood Drive

Spoke of having attended the Hollis PTA meeting earlier in the week during which Nicole Tomaselli, Special Education Administrator, provided feedback on the day at the High School where students from the Hollis Primary School and the Richard Maghakian Memorial School were onsite working alongside high school students. Ms. Tomaselli spoke of how well the high school students interacted with the elementary school students. Ms. Shanley stated a desire to see more of this type of event.

PRINCIPALS' REPORTS

Principal Thompson thanked Principal Barnes noting on Friday, November 4<sup>th</sup> the 8<sup>th</sup> grade students were invited to an assembly "Change the Direction", which was to address mental health issues. The program was well received by the students.

On November 7<sup>th</sup> the Board of Selectmen held a Public Hearing to discuss the feasibility of a crosswalk across Main Street. The Public Hearing was well attended by parents, community members, and students that spoke in favor of the sidewalk. At the conclusion of the Public Hearing, the Board of Selectmen granted support for the crosswalk and to allow the COOP School Board to work with the State of New Hampshire Department of Transportation (NH DOT) for that project to move forward as early as this spring.

When asked if the process being undertaken would result in the District having any financial and/or legal responsibility, Principal Thompson responded he is uncertain of the answer to the question of legal responsibility. However, he is aware when students exit the HBMS and even when they cross over to where the Farley building is, they are on Town property as opposed to school property. With regard to financial responsibility, there was no commitment at that meeting. What was addressed was simply allowing the Board to move forward with communication with the NH DOT about pricing estimates and what the project would entail should we move forward with it.

Ms. Whalen stated the next step is for the NH DOT to provide estimates of cost. Until they receive a letter from the Town, they cannot provide an estimate.

Vice Chairman Solon stated the desire to go on record as saying he is, at this point, in strong opposition to anything that would result in the District having ownership of the crosswalk. It is not on school property, the District would not have control over who utilizes it, and if a crosswalk is interpreted as freedom to walk across the street when a car is coming, someone gets hurt, and it goes to litigation, he would not want the District to be the party being sued. Superintendent Corey noted some of those comments were echoed at the Public Hearing. One individual strongly voiced her opinion the crosswalk should be a Town project. What was heard from the Board of Selectmen that night was once the information comes back from the NH DOT it would be an appropriate time for a discussion at the School Board level and potentially taking that discussion back to the Selectmen.

Vice Chairman Solon stated his opinion it is a wonderful idea, and he applauds those who are making this effort on behalf of the students and citizens. He simply does not want that effort to be construed as a desire for the District to own it.

Principal Barnes noted the action item appearing in his report with regard to the travel request for a trip Spain during the April 2017 school break. He commented Alex Basbas, World Language Teacher, and Kristen Roy, World Language Teacher, have done the trip to Spain previously (typically done every other year). Departure dates are not yet known.

PRESENTATION(S)

- High School Program of Studies

Principal Barnes noted the agenda packet included a marked-up version of the Program of Studies indicating the desired changes. He highlighted those he viewed as the most significant:

### Mathematics

- Beginning with the Class of 2019, all students must have a Math course in each year of their high school career. The language currently states that “one of the four courses may be an instructionally math-embedded course, as approved by the COOP School Board.” The list of classes that meet that criteria have been stricken as there is the need to include many more.

When asked, he explained students need to be in a math course in every year of high school. A course that has math embedded would count towards that requirement. It was noted the requirement is that of the State Department of Education. When asked if a student would have to take double classes in a year following a year where the math class was not completed successfully, Principal Barnes stated that would not be required. Assistant Superintendent Bergskaug suggested the word “successful” when appearing before the word “completion” should be removed, and explained students have to participate and have a math experience each year. Students could not enroll in a course and drop it in December. If a student completed September through June, and did not earn credit, he/she would have had the math experience; satisfying ED306. The interpretation of what is a math experience is where there is some leeway. There is the need to develop what an experience looks like, and see what other courses satisfy that need. The number of courses will be greater than those previously identified. A semester course could fulfill the requirement.

Vice Chairman Solon noted the language reads: “One of the four courses may be an instructionally math-embedded course....”, and stated that implies the other three have to be math courses. Assistant Superintendent Bergskaug stated the District’s existing requirement is for three years of math.

- It is anticipated Algebra 3/Trigonometry, Pre-Calculus, and Calculus will be able to be Running Start Programs, e.g., students will be able to duly enroll and earn credit through the New Hampshire Technical Institute (NHTI) or Southern New Hampshire University (SNHU).

When asked, Principal Barnes stated his belief Algebra 3/Trigonometry is the renaming of the existing course. Vice Chairman Solon questioned if this is an area of dicing it up small, and perhaps getting hit with class size or scheduling issues as a result. Principal Barnes commented there are students who need the Algebra 3. Assistant Superintendent Bergskaug remarked a student who was enrolled in general Algebra 2 does not, for the most part, have the skillset for pre-Calculus, and Algebra 3 would be the next appropriate step. Vice Chairman Solon stated a desire to see the classes that are offered, how they are broken up, and how they are being filled. Understanding there have been challenges in terms of classroom space and staffing, he would like to see how that maps out.

Chairman Brown questioned the difference between the Running Start Algebra 2 and Algebra 2. Principal Barnes remarked typically students taking Algebra 2 are not aiming for a community college or tech program, they will likely complete through Honors Pre-Calculus or Calculus. The Running Start Algebra 2 is one of the few courses that is designed for a student who has college potential, but isn’t as accelerated as some of his/her peers. It allows that student to get a little college credit now without having to take an AP course, etc. The Voc. Tech. two-year programs have a math requirement, and this course satisfies that requirement. When asked if there have been any math classes that have not been able to be filled this year, Principal Barnes responded there was one. It is filled because there are kids that needed it, but the Algebra 3 number is really low, and continues to get lower because it is during 7<sup>th</sup> period. The hope was that it would fill throughout the year, and if students need to shift there would be an option to capture some of those students. So far that has not been the case. It started around 10 when the last schedule was done, and it is down to 3 (2 sections).

Vice Chairman Solon commented it would be interesting to see if the curriculum is so different that it can’t somehow be rolled into another period as well. Principal Barnes stated that is being looked at. When asked about enrollment numbers in the other classes, he stated it to be around 17 (mid-day class). Vice Chairman Solon questioned what would occur with those 3 students if that 7<sup>th</sup> period class were not available. It was noted without completion of the class there is the potential the students would not meet the requirements of graduation. Options are dependent on the individual student, e.g., whether there is an IEP in place, could move into independent studies, individually paced math, etc.

### Science

- The option for 9<sup>th</sup> grade students to take Accelerated Biology has been added, which bumps up the flow of courses and opens things up a bit more for students.

Principal Barnes stated mandating that students take the Physical Science with Earth Science to somehow satisfy NECAP didn’t really work very well. There was no data to suggest that was effective over the last five years.

Mr. Adams questioned why Next Generation Science Standards (NGSS) were previously listed, and are now shown as being removed. Principal Barnes responded they were listed last year, and since standards are not listed for other courses, for the sake of consistency, reference is being removed. Mr. Adams asked if the District is currently aligned with NGSS, and stated his belief the State has not yet adopted those standards.

Vice Chairman Solon stated his impression the standards were identified as an attempt to help illustrate where the existing curriculum overlaps the standards as opposed to identifying where we follow the NGSS. Assistant Superintendent Bergskaug stated that was her understanding from a Board member perspective. The content of the course was not redesigned to match NGSS. They were listed to show which courses targeted those standards. But the course description and content has not changed because of the standards. Vice Chairman Solon stated the standards have not been adopted by the Board.

Mr. Pauer remarked he has made previous recommendations that in the course of studies some relative indication to parents and students be provided of the workload in the classes. If you cannot put a range on it, he would like to see a relative expectation so that students, when considering courses, understand the time commitment, etc. It would also put expectations on the teachers. Principal Barnes commented there is a resource sheet in the handbook that could be included in the Program of Studies, and stated he would have no objection to that. Mr. Pauer recommended including it.

Mr. Pauer noted there are 23 credits required to graduate, free choice electives went from 4 credits to 3 and math went from 3 to 4. As a result, there remains the requirement to pass 4 math classes to get the HB diploma. He questioned if that was the intent. Principal Barnes stated he would have to review the State regulation to be clear on that. Assistant Superintendent Bergskaug stated her belief that was an oversight on her part. She noted some of the Ed306 was legislated and some was not. Even what is posted on the NHDOE website, up until a few weeks ago, was not accurate in terms of math. There have been many conversations at meetings of Superintendents and Assistant Superintendents regarding this. The representative from the NHDOE clarified it. They made it clear students need an experience every year, and they don't have to pass the class and earn the credit. The identification of credits is in conflict with what has been stated, and will need to be amended.

Superintendent Corey stated the intent to have been to have the discussion on the Program of Studies, to allow opportunity for the community to review the information, and that the Board, at its next meeting, looks to approve it, under Deliberations.

#### DELIBERATION

- To see what action the Board will take regarding Policy EEA – Student Transportation Services; 2<sup>nd</sup> Reading

**MOTION BY MEMBER SOLON TO AMEND POLICY EEA – STUDENT TRANSPORTATION SERVICES, IN ITS ENTIRETY, BY REPLACING IT WITH THE COPY PROVIDED WITH THE AGENDA, ACCEPT THE SECOND READING, WAIVE THE THIRD READING, AND ADOPT, AS AMENDED  
MOTION SECONDED BY MEMBER WHALEN**

#### ON THE QUESTION

Vice Chairman Solon stated the policy was amended so that the language, under paragraph E, addresses transportation for students enrolled in a Career Technical Education (CTE) program whereas the previous language implied the policy entitled students to enroll. State RSA requires the District to provide transportation between the school and the program and back. However, the Administration would like the option, and has included language in the proposed policy, that would allow for said students to be provided transportation between home and the program, with agreement by all parties. The example provided was an instance where the need for transportation would be for a student participating in such a program during the 1<sup>st</sup> or 7<sup>th</sup> period of the day, and providing transportation to/from home could reduce the amount of travel.

Mr. Pauer questioned if transportation would be allowed to a CTE program as well as a Charter School as the language would suggest. Vice Chairman Solon stated the District currently provides transportation from Hollis/Brookline to the CTE programs for regularly enrolled students. By law, the District now has to provide that same transportation between a Charter school and the CTE programs. Mr. Pauer questioned if a student residing in Hollis or Brookline and attending a charter school in Nashua is eligible for transportation. It was explained the student(s) would be provided transportation from the charter school to the CTE center. The obligation is strictly related to transportation to and from CTE programs.

Superintendent Corey noted it does present a budgeting issue as the District may not know there is a student at a Nashua charter school that is planning on attending a CTE program. The invoice for transportation from the charter school to the CTE program will be received. A number of superintendents have raised the concern related to budgeting. It was noted current CTE programs students are attending include Milford, Nashua, Hudson, and Masenic.

**MOTION CARRIED**

**6-1-0**

*Member Pauer voted in opposition*

- To see what action the Board will take regarding the proposed calendar change for March 2017 (voting day)

**MOTION BY MEMBER SOLON TO AMEND THE 2016-2017 SCHOOL CALENDAR TO IDENTIFY MARCH 14, 2017, VOTING DAY, AS A DAY OF NO SCHOOL FOR STUDENTS AND A WORKSHOP DAY FOR TEACHERS AND TO IDENTIFY THE DATE OF NOVEMBER 23<sup>RD</sup> AS A TEACHER WORKSHOP FOR THE MIDDLE SCHOOL AND A DAY OF NO SCHOOL FOR THE HIGH SCHOOL**

**MOTION SECONDED BY MEMBER WHALEN**

ON THE QUESTION

Vice Chairman Solon remarked as the evening conferences were exchanged for a professional development day, which is consistent with the State, he wished to ensure the count of number of professional development days is accurately reflected in the calendar to avoid the possibility of a claim that the Board is requiring high school staff to have more days of professional development than the contract states.

Assistant Superintendent Bergskaug commented, on next year's calendar that will be clarified. The request is essentially to swap two days; a professional development day at the end of the year with the March 14<sup>th</sup> date. Students would have March 14<sup>th</sup> off, but would stay in school until June 20<sup>th</sup> (assuming 5 snow days). The Brookline School Board approved the revised calendar the previous evening. Each of the districts has been asked to make the change for March 14<sup>th</sup>. The concern is generated by the Brookline School District as voting takes place in the elementary school.

When asked if the change would reduce the number of student days for the current school year, Assistant Superintendent Bergskaug responded the current calendar identifies June 19<sup>th</sup> as the last day. The number of student days and the number of professional development days remain the same.

Mr. Pauer commented, in years past, the COOP District had 182 school days, and questioned if that has been reduced over the years. Vice Chairman Solon responded that was a step function last year. Ms. VanCoughnett spoke of efforts to avoid less days for student curriculum because of all of the AP testing, etc. Given neither of the COOP buildings are utilized for voting, and her belief the Board has discussed previously that the District would be just coming off a full week of vacation, she is opposed to removing the day of instruction for students. Mr. Pauer stated agreement, and commented the AP exams don't move back even though a day is added to the end of the year. For the high school student he sees it as a disadvantage. The comment was made the AP testing was one of the main reasons why the current school year began before Labor Day.

Assistant Superintendent Bergskaug spoke of difficulties that can arise for families when the districts have differing calendars, e.g., supervision of siblings. When asked what the impact would be were the Board not to support the request, Superintendent Corey stated the Administration would revisit the issue with the Brookline School Board. He noted concerns around the public having access to the school facilities while school is in session. He spoke of the concern expressed in the recent election with the ability of individuals, if wishing to and having the correct permit, to be able to carry a weapon into the facility. There is a financial component.

Superintendent Corey spoke of the first professional development day having been run by the Assistant Superintendent on November 8<sup>th</sup>, and noted the feedback was overwhelmingly positive. When looking at it through the lens of professional development, he believes the teachers would see great value in that more than having a professional development day on the 19<sup>th</sup> of June.

Vice Chairman Solon questioned if the intent would be for joint professional development, and was informed if all three districts had the date scheduled for professional development it would be.

Ms. Whalen stated her belief it is helpful to have the professional development in the middle of the school year, and for it to be a joint effort. She stated her support of the motion. Mr. Adams commented he has mixed thoughts, and questioned

his colleagues as to how one day would disrupt AP testing. Vice Chairman Solon responded it is a matter of one day less of instruction prior to the test. Mr. Adams stated he is not of the belief there is a safety issue. He does believe there to be a strong argument in terms of alignment across the SAU and the issue of busing. Ms. VanCoughnett reiterated it is a matter of having as many days as possible of instruction. Ms. Deurloo Babcock noted AP testing typically begins the first week in May. She stated her opinion it is a matter of consistency; at the start of the year when the calendar was voted upon the discussion was around the number of days, and the desire to start before Labor Day because of the AP testing. Her priority is the issue of curriculum for the COOP District students. Mr. Pauer commented being proposed is the addition of a day in June, which is usually much less productive, and finals would be pushed back another day.

When asked, Erin Moynahan, Sophomore Class Representative, stated she is in an AP class, and feels as though she would be more productive in March before the AP exams than on the last day of school. She is of the opinion one day really does help.

Mr. Adams questioned if the matter could be tabled until the Board's next meeting. Superintendent Corey noted, were that the case, the Brookline School Board would meet prior to the next meeting, and a discussion could occur with that Board regarding the issues brought forward.

Chairman Brown asked for a sense of the Board, which resulted in 6 of the 7 members stating they are not in favor of the proposed change.

**MOTION BY MEMBER SOLON TO TABLE UNTIL THE NEXT REGULARLY SCHEDULED MEETING  
MOTION SECONDED BY MEMBER WHALEN  
MOTION CARRIED**

**6-1-0**

*Member Whalen voted in opposition*

- To see what action the Board will take regarding the travel request for students participating in the Spanish class to travel to Spain during the April 2017 school break

**MOTION BY MEMBER SOLON TO APPROVE THE REQUEST FOR THE TEN-DAY TRIP TO SPAIN DURING THE  
APRIL 2017 SCHOOL VACATION  
MOTION SECONDED BY MEMBER WHALEN  
MOTION CARRIED**

**6-0-1**

*Member Pauer Abstained*

DISCUSSION

- FY18 Budget; Update from Budget Committee Meeting
  - Staffing

Superintendent Corey stated currently proposed is a budget increase of \$171,547 (0.76%). The Budget Committee goal is \$22,300,000 (-0.66%). With the proposed 0.76% increase, the budget includes the already agreed upon professional increase for support staff of \$85,439, the negotiated professional staff increases, which voters approved last year, of \$317,476, and two areas of increase that had not been expected; health insurance with a Guaranteed Maximum Rate (GMR) of 15.9% (\$194,595) and NH Retirement with an increase to the teaching percent, which resulted in an increase of \$184,955. Superintendent Corey commented from a standpoint of special education, with all of the steps that have been taken in terms of programing, staffing, etc., the District is seeing no increase in special education costs for the next school year.

Superintendent Corey stated the potential for a recommendation for a Reduction in Force (RIF) in special education for a Case Manager position given a reduction in the number of students in that area. At the same time, some of the needs have increased more on the social/emotional side. That RIF may be flipped for a School Psychology position or something similar (would result in a savings in the consultant lines). The Administration will explore the P.E. requirements, and whether students should be allowed to opt for using their participation on sports teams for that credit. That will be examined over the course of this school year. However, no potential cut is envisioned at this time as were that change made, it could be a domino in terms of other classes filling up.

The agenda packet included information on the results of the different rounds of budget discussion. It was noted the current proposed budget represents all of the priorities discussed by the Board and the Administration. Superintendent Corey stated his belief the bottom line number will be reduced with further discussions; however, noted achieving a flat budget or slightly below could have a negative impact, which he would not be able to support.

Vice Chairman Solon requested clarification the big difference in salary is due in large part to the increase having been a warrant article last year whereas this time it is included in the budget, and was told that is the case. He noted the \$50,000 line item regarding the water issue at Rocky Pond has been removed, and questioned why. Superintendent Corey responded the cost may be addressed differently. Vice Chairman Solon commented he does not believe the Board has, in previous years, budgeted at 100% of GMR. Superintendent Corey responded the Administration was cautious in budgeting the full GMR. Most times when a GMR is provided it identifies differing increases for the various plans, whereas this year every plan identified a 15.9% increase. In talking with the consultants, the comments were that the end result may be 15.7% or something similar, but that it would be very close to the GMR. The rate is not provided until after the District meeting, and he would not want to under-budget and have the consequence be taking away from regular education items. He added, should the increase come in significantly lower, he would have no issue coming back to the Board with a request to freeze that portion to be returned to the taxpayers.

It was noted the bond payment that is going away was an approximate \$907,000 cost. Eighty five thousand four hundred and thirty nine dollars is needed for the support staff contract, approved by the voters, the teachers' contract at \$317,476, the health insurance of \$194,595, and the NH Retirement System increase of \$184,955. Those items alone come to \$782,465. New requests, e.g., Athletic Trainer and curriculum pieces, add another \$100,000 - \$140,000. He remarked, as was noted, had it not been sanbornized, that \$317,000 would not be in the operating budget, it would be outside of the budget and addressed in a warrant article, in which case, the proposed budget would already achieve the goal of the Budget Committee.

Vice Chairman Solon spoke of a large increase in one of the special education transportation lines. Superintendent Corey responded in discussions with Director Rowe, the number of alternatives in New Hampshire is dwindling. It is getting to the point where transportation costs are almost becoming the financial equivalent of placing a student. Vice Chairman Solon questioned if it is a cumulative thing or if there are a small number of very discrete/very expensive transportations. He questioned if transportation is not residential, if we have reached the point where bringing services in-house would result in savings and possibly a revenue stream as opposed to an expense. Superintendent Corey stated Director Rowe continues to look at programming that can be brought in-house. He noted there are times when transportation is so expensive because there is a student going an hour in each direction, and in some cases it is more cost-effective for the driver to stay and be paid for the hours than to pay the mileage. It is getting to the point of questioning if it would be cost-effective to own a van particularly for high school students doing career opportunities, etc., and going to various locations throughout the community 2-3 days/week.

Superintendent Corey noted the Administration is projecting a surplus in special education for the current fiscal year. Should that occur, a recommendation will be made to establish a special education trust fund, which could be funded by that revenue. He noted, once the bottom line budget is set, if students come into district requiring services, the District is legally required to provide them, and the cost would have to come from regular education. A cap would be placed on the trust, and additional contributions would not be proposed unless monies were expended for special education purposes, which itself would require a vote of the Board.

Mr. Pauer commented he is disappointed with how much the budget is increasing; with nearly a million in bond payments retiring, an increase is still proposed. He added it is his understanding enrollment is down. He spoke of the New Hampshire Retirement System costs increasing, and suggested that to be an avenue to pursue. Mr. Adams stated there is an argument to be had that this is an unfunded mandate, which is against our Constitution. He urged the Board to take advantage of RSEC and instead of bringing services in-house, that we work with RSEC to see if they want to extend their services. Superintendent Corey stated RSEC's middle school programming recently expanded. The increased cost is a result of the lack of facilities in the State. There are not many options to meet the needs of the students.

Superintendent Corey noted enrollment is staying flat not declining, and in Hollis and Brookline there are bubbles in what appear to be grades 2 and 3, where an increase will be seen as projected by NESDEC because of the amount of turnover in the housing market. It appears Brookline will continue to see an increase in population. He reiterated although the bond is retiring, approx. \$400,000 of the increase was supported by the voters last year. The other two major factors in the increase are out of our control. He added, as much as there are wants, etc. identified in budget discussions, there is nothing more effective than a good teacher at the front of the room. He thanked the voters for supporting the contract as that is what keeps the wonderful individuals we have working.

Mr. Pauer stated there to have been an average 7% raise to teachers. If you compound that with the 10.7% on the New Hampshire Retirement system and the 15-16% on health insurance, the cost is growing at an astronomical rate. There is the need to keep the budget down. Mr. Pauer requested the Board be provided with the recently released NESDEC enrollment projections.

Ms. Deurloo Babcock commented she did not sense a lot of disgruntlement at last year's meeting. She believes the Administration has done a great job with the budget; is holding it steady, which is fiscally responsible, but felt very strongly that the taxpayers voted overwhelmingly in the majority for the contracts.

Vice Chairman Solon stated agreement the support of the residents was clear. He commented what he thinks will be the surprise this year is residents have been watching the graphs for the bond drop-off, and everyone is thinking they will get relief. Mr. Pauer remarked that will be a big disappointment to a lot of folks. Vice Chairman Solon suggested the mechanism by which the Board can allow directed community support would be beneficial. Were the mechanism in place, residents might be able to solicit donations, e.g., computers, etc., from their employers. Superintendent Corey stated he continues to discuss the possibility with legal counsel who is looking into that. He will follow-up on the matter.

Chairman Brown echoed the comments regarding the support received for the teachers' contract at the last District meeting. In a two-year process (not a single year) it brought teachers to parity with the two feeder districts. Had that been tried in a single year there would have been a huge increase last year. By sanbornizing it, it allowed people to understand there would be an increase and it would be a two-step process.

- Discussion of Architectural Proposals Received Relative to the Weight Room Area and the Potential Rectangular Field

Superintendent Corey commented on the continuing struggle relative to storage space and the rectangular field as well as the desire to bring robotics back to the High School.

The Administration solicited quotes from three firms recommended by multiple districts. All three come with outstanding reputations. The intent is to eventually select a firm (no set timetable), and, potentially using FY17 monies, go through the process to start to determine what would be the cost of converting the present weight room by adding a second floor to capture that space, be able to return robotics to the High School and retain the current facility for lifting weights, doing crew, etc., and capture back some of the space off the small gym where the wrestling mats are stored. It opens up the possibility of a second floor there (one large L shape), as there is the need for storage space not only for athletics, but also for special education records, and other requirements.

It would allow for a concrete proposal with concrete prices. With that information, the Board could determine if the project is something it wishes to move forward with in March of 2018 for either a warrant article or a bond to phase it in. The architects would also estimate the cost of adding a field.

Superintendent Corey noted the Board was provided with information at its last meeting, and it is his hope the Board would be supportive of choosing two Board members to work with the Administration to begin discussions with the architectural firms with the intent of choosing a firm to recommend to the Board at the start of the new year to enter into a contract and begin forward movement towards identifying concrete pricing for such a project. The range was a low of \$22,000 to a high of \$27,000 for planning purposes. While that process is underway there would be time to have the curriculum discussions, e.g., if something were moved into the weight room it would free up another space, what its future use would be, what is the best location for an athletic field, grass versus turf, etc. It would also allow the citizenry to participate in the process.

Mr. Pauer commented he has heard there is declining enrollment, and is interested in seeing the enrollment data. He has always stated there is the need for a rectangular field, and believes that is worthy of being explored; however, he is uncertain he would want to spend money to design something to expand or reconfigure the building. He added he realizes athletics could benefit from a grass field. Having looked at the proposals they mostly concentrated on the building aspect as opposed to the field. Superintendent Corey noted academics are the first priority. One of his goals is to get robotics back to the High School, and there is not a classroom available for that purpose. That is why emphasis was placed on the building.

Vice Chairman Solon questioned if the proposal implies a weight room on an elevated floor. Superintendent Corey stated there would be a second floor, which would be required to be ADA compliant. Vice Chairman Solon added it would have to be constructed for a high load. Superintendent Corey stated that to be the case if the weight room were placed on the

second floor. It was noted robotics would have to be on the first floor. Superintendent Corey remarked the reason that area is being looked at is because of existing service structures such as plumbing, heat, and existing walls. When asked if consideration was given to placing locker rooms on the second floor, Superintendent Corey stated the information provided the architects was an identification of the space intended to be used. The group he is hoping to put together would work to flush out what is desired, e.g., locker rooms, etc.

Ms. Deurloo Babcock requested a site walk noting she is not familiar with the space in question. She is desirable of robotics returning to the high school, but is unsure how the other aspects would work. Chairman Brown and Vice Chairman Solon echoed the desire for a site walk. Superintendent Corey stated individual visits as well as a site visit by the Board prior to its January meeting could be coordinated.

Vice Chairman Solon stated the desire for the group that works towards identifying an architectural firm to include representation from the Athletic Department and Robotics.

Ms. Deurloo Babcock questioned if the potential reconfiguring of space would have a positive impact on the Performing Arts. Superintendent Corey stated there would be a series of impacts. Performing Arts has a very large closet two doors down from the Athletic Director's that could be viewed by the Board during a site walk. That is an issue relative to storage, there is also the potential to meet one of the NEASC requirements by moving the Trainer from the weight room and providing the necessary privacy, etc.

When asked if the concept has been brought up to the Budget Committee, Superintendent Corey stated the project has been identified in the Capital Improvement Plan (CIP), which was discussed with the Budget Committee.

Chairman Brown requested Board members interested in serving on the group make her aware of that interest over the next few days.

- Initial Discussion of the COOP District Identifying a Possible Well Location for the Hollis Brookline Middle School

Superintendent Corey stated the Middle School is on the Rocky Pond well, which is the water district run by the Superintendent of SAU41, and owned by the Hollis School District. The concern is if something were to happen to that water supply the Middle School has no backup. Monies were originally proposed for this year's budget; however, after discussions with the Budget Committee and the Hollis School Board, the decision was reached that this year's efforts should be focused on the Hollis campus as there are some things that need to occur there first.

Ms. Seeley has reached out to the gentleman who located the well for the High School, which allowed that facility to be an independent entity from a water point of view. He is willing to try to locate a well that would be able to support the Middle School. That could be a backup source, and perhaps over the years could be converted to a primary source. The gentleman has a fee of approximately \$9,000, which is payable regardless of whether he is or is not successful in locating a well. When searching for a well for the High School, the gentleman utilized ground penetrating radar, did a lot of research, and determined what he believed to be the best location. That well produces 10 gallons/minute. Superintendent Corey suggested the Board consider utilizing FY17 funds to cover the cost.

Mr. Adams stated his support of separating the water source, and making it the responsibility of the COOP District. Superintendent Corey stated he would anticipate providing a recommendation at the December meeting. When asked if there would be funding available to drill the well and supply the necessary infrastructure in the current fiscal year if a suitable area is identified, Superintendent Corey responded it is likely the drilling could occur, and that the overall project would have to be done in phases. Vice Chairman Solon commented when this was done at the High School it was in the range of \$35,000 to get the well in and a similar amount to run it to the building. There was another \$10,000+ involved in the cost of the tanks, etc. Total cost was approx. \$80,000. As a good deal of the cost was involved in getting the water to the building, cost for the proposed project could be based upon the well location.

Mr. Pauer questioned how the irrigation system for the fields has worked out, and was informed it worked very well until the drought. The COOP fields are in better condition than they have ever been. Now that there is water, the plan put together by the former Business Administrator has been followed, e.g. adding irrigation and fertilization, etc. Superintendent Corey remarked two years ago Principal Barnes made the decision to move an internal custodian position to a grounds position. That started as a part-time position and has moved to a full-time position taking care of the property, which is a move that is paying great dividends. He noted one of the remarks previously heard regarding the potential for a new field was you are not taking care of what you have. That question had to be answered first. Principal Barnes' solution has worked very well.

- Start Time Committee – Action(s) and Recommendation(s)

Ms. Whalen remarked what the Start-Time Committee (Committee) heard was the proposals weren't really working. They came up with another proposal that would have the Middle School and the High School starting at 8:00 a.m., the Middle School ending at 2:45 p.m. and the High School ending at 2:55 p.m. It would cut 15 minutes off the school day. The elementary schools would start at 8:45 a.m. and go to 3:30 p.m. (cuts 15 minutes off the school day). One of the concerns expressed by the elementary schools was students getting out at a time that, during the winter months, would be dark.

The proposal was discussed with Hollis Transportation, and the response was that they believe the proposed schedule could work.

The Committee is discussing the potential for an extra bus for Brookline students. The cost for the additional bus would be spread out amongst the SAU. When asked if the Committee believes the proposed start time for the COOP District meets the identified goals, Ms. Whalen stated it does; would provide students an additional 45 minutes. When asked if the Committee received any feedback/input as to potential concerns regarding extra-curricular/athletics, Ms. Whalen stated that does not seem to be a concern.

Mr. Pauer commented when there are away games there are times when students would have early dismissal. Ms. Whalen responded that may be a few occasions for a small amount of students. That was not a concern expressed by parents, and was not identified on the survey at all.

When asked if a delayed start would continue on Fridays, Ms. Whalen stated that would not. Vice Chairman Solon stated concern with Professional Learning Community (PLC) time. Superintendent Corey stated the hurdle that was overcome earlier in the day was identifying that the approach could be accommodated by the transportation company. The Committee will meet again on Friday where one of the concerns that will be discussed is one that was brought up at both the Hollis and Brookline School Boards; who would be home to get those young children on the bus and what does that mean for before-school care, etc. The Committee has a proposal it sees as potentially doable, but there remains a lot of work to be done to answer the questions that have been raised.

Ms. Whalen noted although the proposal would shorten the students' day, it would not shorten the teachers' day. That is where they were looking to find the PLC time; during the day for the teachers. Ms. Deurloo Babcock commented when you start to add up the minutes over the course of a week, the number of minutes lost is not as great as it may appear.

Principal Barnes commented if the District moves in the direction of giving students credit for athletics, students having early dismissal for athletics would not be as large an issue. Principal Thompson added, at the Middle School, a majority of the 8<sup>th</sup> grade students have skills class or study hall at the end of the day, which was done intentionally to minimize the disruption for athletics. The 7<sup>th</sup> grade students are on a rotating schedule. The impact is fairly minimal.

Ms. Deurloo Babcock stated a concern with the potential for things to be put before the start of school, e.g., students feel they need to make up work before school starts, or a club will be before the start of school.

Mr. Pauer suggested another possible sacrifice could be that time between when school ends and practices start for athletics where students currently have the opportunity to get extra help from teachers. Ms. Whalen noted there is CavBlock for that. Mr. Pauer stated he believes that to be a good concept, but his experience has been that there are too many students looking for assistance from a single teacher.

Mr. Adams stated he has had feedback for the late start on Fridays from both schools indicating it is causing some traffic problems. The late start for the schools might alleviate that. If it is possible to do a split PLC a few days in a row, etc. that could smooth out the traffic.

Ms. Whalen stated the Committee would also discuss the possibility of a public forum to gather additional feedback. When asked if the goal is to have something to discuss with the public before the end of the calendar year, Ms. Whalen responded absolutely.

- Every Student Succeeds Act (ESSA) (Informational Handout)

Superintendent Corey stated the intent of providing the information with the agenda was to get it out to the Board for consumption. ESSA is replacing No Child Left Behind. The handout was provided at a presentation given by Drummond

Woodsum, one of the District's legal firms, which Director Rowe attended. The conference was well attended, and the presentation provided a good deal of insight. The regulations have not been defined, and we have a new Administration coming in. We don't know which direction the regulations will go.

Mr. Pauer commented with President-Elect Trump and Governor-Elect Sununu, although there are proposals, from what he has seen, he thinks there will be a tendency for less things coming from Washington and more coming from Concord. Superintendent Corey remarked the handout does a nice job of explaining the law. With a new Administration, the details are likely to change.

When asked if ESSA is current law, Superintendent Corey responded it is. Vice Chairman Solon commented based on what the information details, it has already pushed responsibility almost completely to the states. Mr. Adams commented he would not read it that way. It purports to shift a lot of rights back to the states and local control. The handout doesn't address some of the larger parts. Our District is subject to a lot of the more onerous parts. He does not believe it will have a big impact on the District other than testing regimes.

Chairman Brown noted the calendar for the 2016-2017 school year has been updated on the High School website. The information available to the public is now correct.

TABLED

**MOTION BY MEMBER SOLON TO TAKE FROM THE TABLE THE RECOMMENDATION TO CREATE THE POSITION OF DIRECTOR OF GUIDANCE**  
**MOTION SECONDED BY MEMBER WHALEN**  
**MOTION CARRIED**  
**7-0-0**

- To see what action the Board will take regarding creating the position of Director of Guidance

Vice Chairman Solon stated his understanding that for the present time, i.e., this school year, this is not being proposed. Principal Barnes stated that to be his understanding.

Superintendent Corey stated the intent would be to clean up a motion that was tabled. It would not prevent a new recommendation from being brought back at a future date.

**MOTION BY MEMBER SOLON TO APPROVE THE RECOMMENDATION OF PRINCIPAL BARNES REGARDING THE CREATION OF DIRECTOR OF GUIDANCE POSITION**  
**MOTION SECONDED BY MEMBER WHALEN**  
**MOTION FAILED**  
**0-7-0**

**MOTION BY MEMBER SOLON TO TAKE FROM THE TABLE THE DIRECTOR OF GUIDANCE PROPOSAL PUT FORTH BY PRINCIPAL BARNES**  
**MOTION SECONDED BY MEMBER WHALEN**  
**MOTION CARRIED**  
**7-0-0**

- To see what action the Board will take regarding the Director of Guidance proposal put forth by Principal Barnes

**MOTION BY MEMBER SOLON TO INCREASE THE STIPEND PAID TO THE GUIDANCE DIRECTOR TO EIGHT THOUSAND FIVE HUNDRED DOLLARS (\$8,500) AND TRANSFER THE AMOUNT OF THE INCREASE (\$5,380.64) FROM FUND 23 (TRANSCRIPT FEES) TO COVER THE ADDITIONAL COST IN THE FY17 BUDGET**  
**MOTION SECONDED BY MEMBER WHALEN**  
**MOTION FAILED**  
**0-7-0**

NON-PUBLIC SESSION

**MOTION BY MEMBER SOLON 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 WHALEN**

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

Yea: Cindy VanCoughnett, Eric Pauer, Tom Solon, Elizabeth Brown, Krista Whalen, Holly Deurloo Babcock, Christopher Adams

7  
0

Nay:

**MOTION CARRIED**

*The Board went into non-public session at 8:32 p.m.  
The Board came out of non-public session at 9:03 p.m.*

REPORT OUT BY PROCESS OBSERVER

Vice Chairman Solon provided a report.

ADJOURNMENT

**MOTION BY MEMBER SOLON TO ADJOURN  
MOTION SECONDED BY MEMBER WHALEN  
MOTION CARRIED  
7-0-0**

*The November 16, 2016 meeting of the Hollis Brookline Cooperative School Board was adjourned at 9:10 p.m.*

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