

**HOLLIS BROOKLINE COOPERATIVE SCHOOL BOARD**

**JULY 17, 2019**

**MEETING MINUTES**

A regular meeting of the Hollis Brookline Cooperative School Board was conducted on Wednesday, July 17, 2019 at 6:08 p.m. at the Hollis/Brookline Middle School Library.

Chairman, Holly Deurloo Babcock, presided:

Members of the Board present: Tom Solon, Vice Chairman  
Beth Janine Williams, Secretary  
Elizabeth Brown  
Cindy VanCoughnett

Members of the Board Absent: Melanie Levesque  
Krista Whalen

Also in Attendance: Andrew Corey, Superintendent  
Gina Bergskaug, Assistant Superintendent  
Bob Thompson, Assistant Superintendent of Student Services  
Rick Barnes, Principal, Hollis Brookline High School  
Tim Girzone, Principal, Hollis Brookline Middle School  
Michael Scaramellino, Tech Ed. Teacher,  
Mary Martin, Student Council Representative

**APPOINTMENT OF PROCESS OBSERVER**

Chairman Deurloo Babcock appointed Cindy VanCoughnett as Process Observer.

**AGENDA ADJUSTMENTS** - None

**APPROVAL OF MINUTES**

Hollis Brookline Cooperative School Board . . . . . [June 19, 2019](#)

*The following amendments were offered:*

- Page 2, Line 40; replace “conducting” with “conducted”
- Page 4, Line 28; replace “Logically” with “Logistically”
- Page 7, Lines 28-33; delete reference to a motion to recess
- Page 11, Line 16; replace “built” with “build”
- Page 16, Line 38; insert “belief” following “stated her”

**MOTION BY MEMBER SOLON TO ACCEPT, AS AMENDED**

**MOTION SECONDED BY MEMBER WILLIAMS**

**MOTION CARRIED**

**4-0-1**

*Member VanCoughnett Abstained*

Hollis Brookline Cooperative School Board – **Public Hearing** . . . . . [June 19, 2019](#)

**MOTION BY MEMBER SOLON TO ACCEPT, AS PRESENTED**

**MOTION SECONDED BY MEMBER WILLIAMS**

**MOTION CARRIED**

**4-0-1**

*Member VanCoughnett Abstained*

Hollis Brookline Cooperative School Board - **Special** ..... [June 25, 2019](#)

**MOTION BY MEMBER SOLON TO ACCEPT, AS PRESENTED**

**MOTION SECONDED BY MEMBER WILLIAMS**

**MOTION CARRIED**

**5-0-0**

*Member VanCoughnett Abstained*

**NOMINATIONS/RESIGNATIONS/RETIREMENTS/CORRESPONDENCE**

Superintendent Corey informed the Board of hires in process. Finalized information will be provided in August. At the Hollis Brookline High School (HBHS), Debra Castonguay has been hired as the 0.8 Guidance Counselor, Jerrel Brown as the 0.6 P.E. Teacher, and Charles (Chazz) Rogers as the 1-year Interim Music Teacher. At the Hollis Brookline Middle School (HBMS) the position of 8<sup>th</sup> grade Math Teacher will be filled by Jason (Jake) Richard.

**PUBLIC INPUT** – None

**PRINCIPAL REPORTS/ATHLETIC REPORT**

- End-of-Year Goals Presentation

A [presentation](#) was provided outlining the goals of the past year and areas of focus for 2019-2020.

**HBHS**

**Goal #1 - Evaluate and enhance current STEM offerings**

- Offerings evaluated
- Alternative Proposed: STEM facility, cross-disciplinary collaboration, and new courses.
- What we can do:
  - Replace & upgrade all technology
  - Revise curriculum within current constraints
  - Eliminate and replace Robotics in 2020-21 Program of Studies with an integrated engineering elective

Principal Barnes spoke of excitement around the proposal for a STEM facility, and the many conversations that occurred around cross-disciplinary opportunities. Although the facility did not come to fruition, the conversations identified things that can take place.

He spoke of the space constraint. Being considered for next year’s Program of Studies is replacement of Robotics. Current Robotics 1 curriculum is dated; looking to turn to an intro to engineering course, which would provide exposure to multiple topics within the field of computing and engineering.

**Goal #2 - Review and implement recommendations as appropriate that were developed by building level committee led by consultants utilizing the West Ed Tool.**

- Multi-Tiered System of Supports Committee and Presentation
- Restructuring of SIT Team

- Participation on SEL Committee
- Extended Learning Opportunities
- CHOICE program
- Adaptive Scheduler

Principal Barnes spoke of the recent presentation provided by Assistant Principal DiGennaro on the multi-tiered system of supports. Work continues to identify means of meeting the needs of all students.

The Student Instruction Team was reconfigured to include regular education teachers. Principal Barnes spoke of the supports the CHOICE Program provides students. The Adaptive Scheduler is new this year and will open up CAVBlock.

**Goal #3** - Continue to develop vertically aligned (7-12) Professional Learning Communities.

- Regular Middle/High School department meetings
- Opportunities for acceleration and support
- Transition experience from middle to high school

**Goal #4** - Perform a technology needs assessment for the high school that considers recent purchases and practices as they relate to the impact on technology and instruction in the building.

- Executive Summary Proposal for 5 Year Technology Plan (Board Packet)
- Needs Assessment: Infrastructure is in place. Now it is time to upgrade, replace, and support.

### **Areas of Focus for 2019-2020**

- Instructional Practices Committee
- 5 Year Technology Plan
- Continue Vertical Alignment
- Adaptive Scheduler Implementation

### **HBMS**

**Goal #1** - To enhance our collective vision for teaching and learning amongst HBMS community members.

Actions to support this goal:

- Revision of ROCK (reading, organization, communication and knowledge) curriculum and the expansion of the community meeting model.

Robert Thompson, Assistant Superintendent of Student Services (previous Principal, HBMS), commented ROCK is the middle school version of Advisory. Advisory is the most important thing that is done as a middle school. Teachers had requested a bit of flexibility to build relationships with students in their own way. Feedback was mixed.

- Implemented the recommendations made during our special education program review. To include a new master schedule.

A year ago, the District concluded a study in special education utilizing the WestEd Tool through the New Hampshire Association of Special Education Administrators. In April 2017, a revision was made to the New Hampshire Rules for Special Education, which made many of the programs out of compliance. The study was done, and a large portion of the year was spent trying to implement many of the recommendations that resulted.

The one that garnered the most amount of attention was the recommendation for the revision of the Master Schedule.

- Participation in the SAU41 Social Emotional Learning Committee (SEL)
- Trained students and parents on Mental Health First Aid

**Goal #2** - Ensure that all students are provided growth opportunities in the general education curriculum.

Actions to support this goal:

- Hollis Brookline hosted a Tech Girls/Women event (participation was approx. 70)
- Implementation of Naviance and Turnitin software (supports the 7-12 integration)
- Implementation of the PSAT 8/9 at grade 8 (only 1 opt out)
- Implemented Grade 7 Algebra

Assistant Superintendent Thompson provided charts depicting the PSAT scores of the 8<sup>th</sup> grade students versus the national average and the Read 180 data. He commented on the success of the Read 180 program, which is a research-based intervention program.

### **Areas of Focus 2019-2020**

- Implementation of the Master Schedule
  - Form a committee consisting of members of faculty, staff and administration to evaluate the effectiveness that the new schedule has on meeting the needs of all learners.

Tim Girzone, Principal, HBMS, stated, with the implementation of the new Master Schedule, there is the desire to form a committee to evaluate its effectiveness.

- Continue to develop and improve upon the curriculum delivered in ROCK
  - Improve upon existing curriculum to include SEL component (in line with SAU #41 district initiative)  
Implement revisions throughout the year

Social/Emotional learning in the middle school is an integral and essential component of a student's experience. Faculty members are working on developing that curriculum.

- Improve mechanisms of communication within building as well as across COOP
  - Form a committee (Faculty, Staff, Admin.) that will meet monthly to provide a forum to communicate strategies to improve upon ongoing challenges within the school
  - Continue to vertically align COOP curricula through quarterly Gr. 7-12 department meetings

Chairman Deurloo Babcock asked if the SEL Committee would have an opportunity to present to the Board. Assistant Superintendent Bergskaug noted the committee met the prior day and is discussing how to begin their work with the Board and community-at-large (after the start of the school year).

### **• Overview of HBHS Tech Plan**

An Executive Summary Proposal for the HBHS 5 Year Technology Plan was provided with the [agenda](#).

Principal Barnes noted the nature of the information is informational. He intends to incorporate feedback into another plan that will include further details needed for an August presentation.

He spoke of the work done over the past 6 years in regard to repairing an aging building and grounds infrastructure and efficiencies in staffing.

He spoke of the number of devices being run (approx. 500/day). Many are student devices. The view is shifting to methods of updating current technology.

The goal is to provide every classroom access to technology that meets the specific needs of the curriculum on demand. Identified classrooms would have a full class set of computers that would be securely stored, charged and available when the room is in use.

Rationale: To best meet the needs of students and staff, each classroom will have a set of devices applicable to the curriculum taught in that classroom.

Benefits:

1. This proposal meets the diverse needs of the content areas. The Technology needs of Engineering, Computer Science, and Science are very different from the needs in the Humanities; therefore, the devices will be selected to support the curricular demands.
2. This concept allows for less wear and tear on computers as they will not travel between home and school with students.
3. Because the devices will not be going home, a decrease in the district's liability around misuse for non-academic purposes such as cyber-bullying or viewing inappropriate material online. The COOP-owned devices would always be protected by the SAU filter and firewall.
4. In order to accommodate the increase of machines, the school's wireless will have to be closed to individual student phones during the day. This decrease in individual student phone use has the potential to reduce student screen time in general. As we know, studies show there a variety of negative side effects when it comes to adolescent phone use.
5. The proposal allows for the recapturing of some classroom space as there will no longer be a need for designated computer labs.

The following devices are under consideration:

- a. Science-Physics will use Lenovo laptops (or similar) and the rest of the department will use Chromebooks.
- b. English, World Languages, Social Studies, Math, and Health will rely on Chromebooks.
- c. Computer Science and Engineering will use one of the Lenovo ThinkPad P72 models.
- d. Music would like to develop a music lab, consisting of the standard Lenovo ThinkPad P72 models (or similar). This will fully support our present curriculum while providing opportunity for expansion in the future.

Phase I of the plan would be the more costly. Computer Science and Engineering classrooms currently have computers in them. If able to supply them with new computers, the existing units could be repurposed into other areas that need them.

Chairman Deurloo Babcock questioned, with the absence of computer labs, what would occur if a student required a specific computer/program while it is in use in a classroom, e.g., homework. Principal Barnes responded that would have to be worked through. Currently the library has a number of computers. Although he believes there will be less, he does not believe there will ever be a library completely void of computers. If there is an identified need, it will be met. One of the times he believes it is most likely to be an issue is during CAVBlock; students will have access to all rooms. Principal Barnes commented given the current environment where there are so few devices in comparison to what is being proposed, he cannot imagine there would ever be a time when a student could not get access to what he/she needs.

Ms. Brown suggested there be certain hours after school where computers could be made available for access by all students. Principal Barnes commented, by rolling the plan out in phases, he believes adjustments can be made as needs become apparent.

Asked if the focus of the technology plan is solely on hardware, Principal Barnes remarked it is largely focused on hardware/software. As they move through the work with the Instructional Practices Committee (IPC), he believes there will be an opportunity to adjust.

Vice Chairman Solon questioned if it is anticipated the classes that will utilize the technology will have requirement for access to the technology outside of the classroom. Principal Barnes indicated he does not. He believes it will largely be the same as it is now. What it will look like 5 years from now is unclear. Vice Chairman Solon stated his concern that this could create a somewhat discriminatory situation, which the one-to-one approach was intended to level off. Although he sees the wisdom behind the plan, he would be more supportive if moving to a program that, by policy, would not have homework requiring use of the technology.

Vice Chairman Solon stated the desire to understand more what role computer based instructional delivery is going to play in the curriculum to see how this matches up, because of the increasing evidence that, for a significant portion of the student population, it is not necessarily the most effective delivery method. Principal Barnes remarked technology will certainly be a strand for a certain group of students. Vice Chairman Solon commented the hardware is not a resource in and of itself. He would like to see what it is supporting.

Assistant Superintendent Bergskaug stated the next step is identifying which aspect of curriculum requires what software to accomplish what piece of the curriculum that justifies the particular piece of technology.

Chairman Deurloo Babcock commented she would like to see policies and procedures in place to ensure students aren't put in a position of having to perform some function that requires use of specific technology outside of the normal school day.

Mary Martin, Student Council Representative, remarked she is not a STEM person; however, utilizes her laptop daily at school. Students who cannot bring their own device are at a serious disadvantage. Students know if using the laptop in the classroom it won't get the job done and is too slow to even bother with. Although she does not have a clear understanding of what the engineering classrooms need, for the basic studies, what is currently available is not meeting the need.

Vice Chairman Solon spoke of the engineering curriculum and his belief it would be beneficial to the school program and extra-curricular robotics environment if there were a way to have in-school engineering curriculum overlap (not required) to allow work to be done toward the end goal of supporting First Robotics to work within the framework of a class. That extends to the English curriculum, economics curriculum, etc. Some will hinge on the availability of technology hardware/software and some will map into the technology frame of mind. With what is being proposed and the analysis being done, it is an open door for that dialogue if classroom instructors have a better understanding of what is being done in the extra-curricular programs and can find a way to leave the opportunity for students to bring that interest into their daytime activities.

## DISCUSSION

- Budget Committee Update

Ms. VanCoughnett informed the Board the Budget Committee reviewed the financial update from the previous school year. Questions were posed around the right-of-way and the field. They were informed it was addressed. The Chairman has been in contact with Superintendent Corey.

The Business Manager presented the five-year Capital Improvement Plan (CIP). Discussed briefly was the intended use(s) of the Maintenance Trust Fund. This year, in particular, funding was utilized to cover the cost of a few items that were not specifically called out in the CIP.

- Middle School Master Schedule Update

Superintendent Corey spoke of the previous discussion/motion around a committee being formed during the last few days of the school year to look at possible modification(s) to the approved schedule prior to implementation. He spoke with the Union President who informed him, although unfortunate, that was not able to take place.

The Administration is in the process of rolling out the Master Schedule for the entire SAU; every child is moving up a grade and all schedules are being filled in this week.

He spoke of having received a clarifying communication from the NEA regarding the Master Schedule, and of working with Jim O'Shaughnessy, Esq., Drummond Woodsum, on a response. He anticipates having an update for the August meeting.

Any conflicts that arise with the Master Schedule will be addressed. The Administration is looking forward to piloting the new Master Schedule. Data will be gathered to determine its effectiveness.

- Facilities Committee – Field Update

Work began on the cutting of trees on Monday. The field will be designed off a GPS system. Erosion control measures will be put in place this week. From there, stumping and leveling work will be done. A timeline will be provided the Board at its August meeting.

Asked if spaces would be lost in the current parking lot in the coming school year because of the project, Superintendent Corey stated there would not. The company will establish parking off parking surfaces. Schedules are being worked out to ensure students have parked and entered the building before shipments arrive onsite. Principal Barnes commented on a few additional spaces being gained upon completion of the project.

Vice Chairman Solon commented on the current condition of the parking lot and the anticipated additional wear and tear. He questioned if there is a plan in place to address repaving of the lot. Superintendent Corey noted that to be part of the discussions around the FY21 budget. Asked for a ballpark estimate, he indicated it to be more than \$300,000 (regrading/resurfacing). Asked if that type of work qualifies for bonding, he indicated it would. He spoke of another district looking to bundle projects to be considered for a bond.

- Middle School Technical Education Program/Facilities Discussion

The storage container arrived. The robotics program will be moving their items to allow for the installation of the new floor in room 103. The date for installation is still being determined but the work will coincide with other tiling projects taking place at HBMS.

Assistant Superintendent Bergskaug met with the new Technical Education Teacher, Mike Scaramellino. He has been provided summer curriculum time to review existing curriculum and make recommendations. Existing machinery was cataloged, and each piece is being evaluated for future use or disposal. Assistant Superintendent Bergskaug and Mr. Scaramellino met to discuss phase 1 of equipment purchases to enhance the middle school technical education program.

The Facilities Committee met with robotics leadership and the following list was prioritized based on the technical education needs and the items that could be shared by both the day program and robotics.

Phase 1 equipment requests:

<u>Item</u>	<u>Estimated Cost</u>
1 Table saw	\$ 1,500.00
2 Scroll saws	600.00 (total)
1 Laser cutter	8,000.00
1 CNC router	10,784.00
1 Band saw (metal)	2,100.00
1 Carbon Fiber infused 3D printer	<u>8,000.00</u>
Total cost of all purchases	\$30,984.00

Arrangements have been made for Mr. Scaramellino to test the exhaust system and report back to the Board at the next meeting.

Superintendent Corey thanked Robotics. Through their efforts, the District is presently working with a potential donor who may be able to contribute some of the Phase II equipment either through direct purchase or cost savings to the District through his employer's purchasing power.

Superintendent Corey has completed a second walk through of room 103 and the proposed connecting door between room 107 and the Tech Ed lab (\$4,000.00) and the second connecting door between the Tech Ed lab and the storage closet in room 105 (\$4,000.00).

Renovations to room 103 include sinks (3 @ \$350) and room painting (\$3,300.00). Cabinetry from room 107 will be removed and reinstalled in room 103 (approx. cost \$1,900.00). Total for room 103 renovations is \$6,250.00.

Grand total \$45,234.00 (equipment \$30,984.00, roll down doors \$8,000.00, renovations of room 103 \$6,255.00).

Voter's approved \$98,000. In June, the Board authorized \$15,000 (\$10,000 from warrant article and \$5,000 private donation) Tonight's request \$45,234.00, if approved, would leave a balance of \$42,766.00.

Vice Chairman Solon suggested there may be modifications to the equipment list based on discussions that have taken place, e.g., jointer. He questioned the required timeframe for purchase approval, and where the equipment would be stored. Superintendent Corey spoke of the purchasing process and the ability to obtain a formal price quote once approval for purchase has been provided. It was noted a formal quote would be valid for a period of time.

Vice Chairman Solon questioned the layout; specifically, the 5' fence. Superintendent Corey remarked, following the second walk through with the architect, there were discussions of removing that fence. Originally consideration was given to separating the area, but upon further review and consideration of ed specs, safety and distance between equipment, etc., it was determined best to have a large open area, if possible.

Consideration of the open fence model was from the standpoint of all the equipment generating sawdust, etc. would utilize the same ventilation system.

Vice Chairman Solon spoke of the mix of media in the room and competing priorities for setups in the space. Previous discussions of the Board have identified the desire not to put at risk classroom-based activities. Mr. Scaramellino spoke of some concern with having to shift things over between daytime and nighttime activities and the question of liability and responsibility should problems be experienced with the equipment and the possibility of one activity impacting the other.

Mr. Scaramellino stated his greatest priority to be that of safety for all users of the facility. He spoke of the requirement for the students in the classroom to take a safety test before operating the equipment. He would not want students to return to the equipment believing it is in proper operating condition to discover it is not. He would also want to understand who would be responsible for replacing equipment should there be a failure.

Chairman Deurloo Babcock stated that aspect could be discussed in committee; reporting and other procedures. Superintendent Corey remarked, it is a shop, and there is the need for it to function with certain safety requirements and level of cleanliness, which are requirements of working in that type of an environment. He spoke of the robotics program having a safety component and safety officer. He noted there will be a slightly different curriculum, but the intent is not to require either group to have to put everything away but have both groups have a place where items belong. The architect is working on where the equipment would be placed in the room and the District's insurer will provide an expert to review the setup. Vice Chairman Solon provided the example of a student calibrating a piece of equipment a certain way one day and having to return the following day to complete a project only to find the calibration has been changed. He suggested that to be an area to be addressed.

Vice Chairman Solon stated his understanding there is metal working, laser, and 3D printing equipment that will be placed in the dirty area used by robotics, and questioned if that equipment would be available to the tech ed program. Superintendent Corey stated his understanding it would. Asked if the computer resources to support that use would be within the tech ed program, he indicated there would be a combination. Robotics has that now, but he can envision the tech ed program having the computers necessary to support the use. Assistant Superintendent Bergskaug commented on proposals for the tech ed program that will be brought forth with budget discussions.

Asked if the requested funding would be enough to cover the cost of the planned items, Superintendent Corey stated his belief the Administration could adjust, if necessary.

Principal Girzone spoke of discussion of moving the science room in 107 into 103 and some of the concerns within the school around ensuring the school year begins with that room ready to deliver the curriculum. He stated the desire to clarify that all the robotics equipment currently stored in the prep room attached to room 103 is removed and was told it would be.

He spoke of the plans identifying 4 prep sinks and reference made to 3. Superintendent Corey noted there are sinks currently in room 103 and 3 additional sinks will be purchased. The plan is that there are ultimately 4 sinks in room 103. Asked about the row of cabinets along the hallway wall, he stated they would be evaluated by the Director of Maintenance to determine usefulness. Asked what the outcome was of the discussion of renting versus purchasing of the storage unit, he stated it to have been purchased (20').

Chairman Deurloo Babcock spoke of the priority of the classroom space and a question posed of whether robotics would be ready to move into the space at the start of the year if there remain items to be addressed in that area. Superintendent Corey stated robotics would not be permitted to move in if the space is unsafe. He is confident, between the storage container and other pieces being put in place, there will not be as much volume in room 107 as there is in room 103.

Principal Girzone questioned use of the storage room between the tech ed classroom and the actual workshop. Superintendent Corey stated that area remains open for discussion with the Facilities Committee as it was not being used by tech ed. He would like that to be a discussion around the curriculum and how the room can be used more efficiently than in the past. Principal Girzone commented with the shared shop space there will likely be a storage need for both. If it is a shared location, he would like to see separation. He believes it important to have space for storage of current projects and to ensure the shop itself is free of working materials. Vice Chairman Solon noted one of the items that came up in the walk through was, because of the location of the rollup door; close to the outside wall between the robotics clean area and the shop area, there may be a desire to move the planer away from that.

Chairman Deurloo Babcock spoke of the structure of a phased approach to the project with the next phase being working with the Architect, Principal, and Tech Ed Teacher to design the tech ed space, storage, and identify procedures to be put in place to ensure effective sharing of the space.

- School Board Meeting Calendar for Review – 2019-2020

Assistant Superintendent Bergskaug noted the SAU41 Governing Board meeting has been corrected to identify October 3<sup>rd</sup>.

COOP School Board meetings are generally the 3<sup>rd</sup> Wednesday of each month. Because the Brookline School Board conducts its meetings on the 4<sup>th</sup> Wednesday of the month, which can fall on a day school is not in session, some changes have been proposed.

### **DELIBERATIONS**

- To see what action the Board will take regarding the Administration's proposal for the utilization of the Tech Ed space and accompanying equipment upgrades/replacement

**MOTION BY MEMBER SOLON TO APPROVE THE ADMINISTRATION'S PROPOSAL FOR THE UTILIZATION OF THE TECH ED SPACE AND ACCOMPANYING EQUIPMENT UPGRADES/REPLACEMENT AND THE EXPENDITURE OF AN AMOUNT NOT TO EXCEED FIFTY THOUSAND DOLLARS (\$50,000) TO COVER THE COST OF THE ITEMS DETAILED IN THE COMMUNICATION PROVIDED WITH THE AGENDA. SOURCE OF FUNDING IS WARRANT ARTICLE 13 APPROVED AT THE ANNUAL MEETING**  
**MOTION SECONDED BY MEMBER WILLIAMS**

### **ON THE QUESTION**

Vice Chairman Solon stated the desire to ensure what has been proposed is consistent with the goals Robotics has for the space. A representative of the robotics program was in the audience, and indicated it is.

**MOTION CARRIED**

**5-0-0**

- To see what action the Board will take regarding Policy EHAB – Data Governance and Security
  - 1<sup>st</sup> Reading; June 19, 2019
  - Given its Second Reading;*

**MOTION BY MEMBER SOLON TO ACCEPT THE SECOND READING OF POLICY EHAB – DATA GOVERNANCE AND SECURITY, AS PRESENTED**  
**MOTION SECONDED BY MEMBER WILLIAMS**

### **ON THE QUESTION**

Vice Chairman Solon asked if the Information Security Officer (ISO) is a single individual or multiple individuals. Assistant Superintendent Bergskaug stated her belief there are two. Reference should be plural throughout. Asked if a single individual is authorized to act without collaboration, she indicated action by one does not require the consent of the other. Use of plurals should be specific to the intent of the language/authority.

There is an area where the alternate is identified as Assistant Superintendent. Vice Chairman Solon suggested it be clarified as “an” Assistant Superintendent or “Assistant Superintendents”.

**MOTION CARRIED**

**5-0-0**

**REPORT OUT BY PROCESS OBSERVER**

Ms. VanCoughnett stated the meeting ran ahead of schedule. There was a good deal of discussion on the tech ed program.

**AGENDA PLANNING**

Facilities Update  
Middle School Tech Ed - Phase II  
Overview of FY21 budget  
Strategic Plan – Update Discussion  
Instructional Practices Committee (IPC) Update  
Tech Plan Update

**ADJOURNMENT**

**MOTION BY MEMBER SOLON TO ADJOURN**  
**MOTION SECONDED BY MEMBER WILLIAMS**  
**MOTION CARRIED**

**5-0-0**

The July 17, 2019 meeting of the Hollis Brookline Cooperative School Board adjourned at 8:06 p.m.

Date: \_\_\_\_\_

Signed: \_\_\_\_\_