



**MOTION BY MEMBER VANCOUGHNETT TO ACCEPT, AS AMENDED  
MOTION SECONDED BY MEMBER WHALEN  
MOTION CARRIED  
7-0-0**

Hollis Brookline Cooperative School Board – **Non-Public** ..... September 12, 2018

**MOTION BY MEMBER VANCOUGHNETT TO ACCEPT, AS PRESENTED  
MOTION SECONDED BY MEMBER WHALEN  
MOTION CARRIED  
6-0-1**

*Member Cross Abstained*

NOMINATIONS/RESIGNATIONS/CORRESPONDENCE

Superintendent Corey informed the Board of his receipt of a letter from Alyssa McCormick. In her letter she notifies the Board of the expectation of her first child on February 5<sup>th</sup>. She will be taking maternity leave with a return date of approximately April 29, 2019.

PUBLIC INPUT

Janet Merrithew, 19 Forest View Drive, Hollis

Stated she met with Amy Rowe, Director, Student Services, and found she had a wealth of information concerning parent support groups. Director Rowe offered to contact, and Ms. Merrithew is awaiting a return call from the individual who leads the parent support group in Amherst.

Maryanne Shanley, 7 Buttonwood Drive, Hollis

Spoke of a prior request for a host family for a child from eastern Europe. The question came up of who covers the cost of that student’s schooling. Ms. Shanley questioned if there is a cost to the taxpayers.

*Understanding the question sought a response and was not related to an item on the agenda, Chairman Solon questioned the will of the Board.*

There being no objection, Superintendent Corey stated the SAU has looked at the culture exchange piece as an opportunity for both the exchange student and the District’s students.

Principal Barnes stated the District has worked through the Rotary Club and their exchange program for a number of years. As of this time, that is the only program the District is accepting students from. There have been years where more than a single exchange student was accepted. However, given current enrollment numbers, the District has really only been comfortable accepting one. The Rotary’s vetting process is very thorough.

Superintendent Corey stated the District has always looked at the exchange as the host family is taking responsibility for that child during the school year, they are residents and taxpayers of the community. The District has not traditionally charged believing that the value of the exchange is something that benefits both sides.

Maryanne Shanley

Stated her support of those kinds of programs and her agreement with the value gained.

- To see what action the Board will take regarding middle school lacrosse teams

Chairman Solon noted during last year's budget process, the Board budgeted monies (approx. \$14,000) to cover part of the cost for the middle school lacrosse teams. The appropriation was contingent upon bond passage for the new turf field. We are in a position where the field was approved; however, based on the challenges that took place, no action was taken in regard to constructing it. From the standpoint of actual resources, we remain in the same situation as when this issue was addressed last year.

During the Board's August meeting, Brian Bumpus, District Athletic Coordinator, provided the Board a presentation on facilities and use. The Board elected to postpone a decision until able to determine what is occurring with the turf field. The Board needs to determine if it can honor the expenditure under the condition of approval, and formally approve stipends for coaches.

Mr. Bumpus stated the Administration is very confident both of the programs can be supported this year. With the transition of the high school girls Lacrosse team from the Love Lane field to the side field where boys Lacrosse plays, there is the opportunity for the middle school girls to play on the Love Lane field. Additionally, it is believed the space behind the school where middle school field hockey plays, is the perfect spot for the boys to be hosted at the middle school level as well.

Fencing was purchased, which will separate both of those fields. It is removable so that games can be hosted on both of those fields as well as baseball games when baseball and softball are playing. That fencing will provide some separation when both baseball/softball and boys/girls lacrosse are practicing at the same time. It is believed that will eliminate any safety concerns.

By adding middle school teams, the recreation program has indicated they would eliminate both a boys and girls team. In terms of field usage, we will not see any changes from what we see now, it will just be under the middle school umbrella.

Chairman Solon questioned the will of the Board relative to approval of stipends. Principal Thompson stated the stipend amount to be \$2,350 each for a boys and girls coach. Any assistants would be on a volunteer basis.

**MOTION BY MEMBER VANCOUGHNETT TO APPROVE TWO STIPENDS AT TIER 6 (\$2,350 EACH) FOR THE MIDDLE SCHOOL BOYS AND GIRLS LACROSSE TEAM COACHES  
MOTION SECONDED BY MEMBER DEURLOO BABCOCK**

ON THE QUESTION

Ms. Duerloo Babcock noted last year she voted in opposition to this. This year four things have changed. It was put in the budget and taxpayers were made aware it was in the budget. Voters approved the budget with a 79% majority. There is a long-term plan; we know where these teams can be placed. The plan is not that much different from last year, which she is not pleased with; however, understanding there will be a new turf field next year provides a comfort level. There are boys and girls playing JV and V lacrosse on the same field this year. We did that this past spring as an experiment and it works. In addition, Hardy South is now in complete usage. Not only will rec. lacrosse move off of our fields but also things like flag football and some of the soccer activities in the spring. She will support the motion this year for those reasons.

**MOTION CARRIED**

**7-0-0**

Mr. Bumpus informed the Board the Boys Middle School Cross Country Team won the Tri-County Championship this past Saturday.

## PRINCIPAL REPORTS

- Program of Studies Presentation
  - Physical Education Credit
  - Adaptive Physical Education and Art Classes

Principal Barnes stated the information provided with the agenda focuses on major changes to the Program of Studies (Program).

Amanda Zeller, Assistant Principal, HBHS, noted the New Hampshire Scholars page needed to be updated so that the standards in the Program match the State standards for that designation. They have different types of designations, which needed to be made clear; specifically courses that would go towards a STEM emphasis and an Art emphasis. Efforts were made to delineate that more clearly throughout the Program by marking that in some sections all of those courses count towards either the STEM or Art designation.

Science; has a third year applied science credit that has been opened up specifically with the thought of including the engineering classes as a science designation for the third year science credit. In addition, a few other courses throughout the Program seem to meet that requirement of a third year of science even though they were not under the science section of the Program. They have also looked at accelerated biology and tweaked the prerequisite to make it contingent on the recommendation of the current science teacher and away from the prohibitive grade requirements that were causing problems. They took out accelerated physical science. Did not run that this year and it didn't seem to have a place in the Program because of the role of accelerated biology.

Visual and Performing Arts; a new class is being included; unified music class. It is under the student services section, but the desire was to point it out as part of performing arts. The intent is to encourage an inclusive environment for some of the students and create some classes outside of the very specialized and isolated programs for integration with other students. There is a similar course for Physical Education. They are both unified courses. Positive interactions have been seen in these types of environments with some students who do spend a lot of their day in a contained program. The desire is to make that something that is reflected in the Program and create a course that embraces this inclusion. A lot of the students benefit from this kind of partnering with some of the students who need extra support/help.

Physical Education; shifting some of the requirements. Beginning with the 2019-20 academic year, students in grades 10, 11, & 12 may count their participation in an Athletics Program at HBHS or Approved Community Based Physical Education Activity. Students will sign a contract that will double as an application. Once accepted, students will keep track of their hours on the approved timecard provided. Students will submit their timecards for final approval at the end of the activity. Students may earn a maximum of a ½ credit through an approved sport or ACBPE during their time at HBHS. This credit may only be counted as Pass/Fail. This is a significant change. This has been done in other schools, which is where the language/model was pulled from.

School Counseling; any reference to Guidance Department has been removed and replaced with School Counseling.

Social Studies; Topics courses will be removed. Economics, Civics, U.S. History, and World Studies will once again become heterogeneous. Honors for contract model in Economics and Civics will be weighted and graded in accordance with other honors and AP courses. Language change in AP World History to reflect focus from 1200 CE forward. Previously the focus was 8000 BCE forward. This change is being mandated by the College Board.

Assistant Principal Zeller commented the Administration and teachers are concerned about this focus but will see how it works this year. It is a pretty significant change.

Engineering; Robotics 2 has not run for several years. Instead of Robotics 1 and 2, the intent is to simply have Robotics as a 1 semester course.

Dual Enrollment Courses; language for all of the dual enrollment courses needed a little updating to reflect the partnerships with the institutions. Some have attendance policies that have an impact on the awarding of credit and the desire was to be very clear about that. To cover all of the different partnering institutions throughout, the language will read: "Dual Enrollment institutions may have attendance policies for awarding credit, wherein if a student exceeds a specified number of absences, no college credit can be awarded."

STEM Related Dual Enrollment Courses; : Juniors and Seniors can earn credit for up to two STEM courses per year for no charge under the state STEM scholarship initiative. Freshman and sophomores will be required to pay a \$150 fee for their credit.

Mr. Cross questioned what is meant by "Topics courses have been removed. Economics, Civics, U.S. History, and World Studies will once again become heterogeneous." Assistant Principal Zeller stated the District had topics courses, which had a smaller class size, and they had a differently focused curriculum to meet the needs of some students who might need additional academic support. The teachers of those courses were thinking we really weren't providing what we thought we were providing through this environment and were seeking to get a heterogeneous classroom again, for those courses, to benefit all of the students in a more apparent way.

Ms. Deurloo Babcock commented the District currently offers topics in Economics. Within the Economics course you can opt for the honors.

Mr. Cross commented he believes it to be a bit of a leap for applied science courses to be counted as a third year science credit. There is more of a leap to say computer education would be counted as a science credit. He questioned if there is a definition for what science is.

Assistant Principal Zeller responded the computer education piece is one she had to dig a little with herself. If there are concerns about that specifically, it can go. Engineering is the big piece. Those classes are so heavily grounded in applied science that it would be pretty silly not to give a third science credit for taking that class. With regard to Computer Education, you can read background on both sides that argue for it being a designated science and some that say it is not really.

Principal Barnes noted the third year science requirement is a HB requirement; not a State requirement. He spoke of students not interested in chemistry, for example, being forced into essentials of chemistry for that third year of science. He would rather see them choose something else that is science. He stated agreement the Computer Education piece is a push. If you look at the definition of applied science it doesn't really say computer science, but you could push to kind of get it there. Knowing the population he is trying to reach is why he felt comfortable doing that.

Mr. Cross commented if the section was called applied science he probably wouldn't even have questioned it. He believes it important for younger generations to understand science, which is observation, experimentation, coming up with principles and then applying that practically to solve problems. The computer education piece does not fit. Principal Barnes agreed under the name applied science, that would be the furthest stretch. It would need to be under that name.

Vice Chairman VanCoughnett questioned how the attendance requirement under dual enrollments is relayed to the students. Assistant Principal Zeller stated that to be something the District does not have control over. The institutions can say we can't award credit if you miss more than this much. That information is provided to the students, by the universities, during enrollment. It is a point that teachers spend time landing on, which is why they wanted to ensure it is in the Program.

Ms. Brown commented on hearing there is a limitation on the number of science classes that the Juniors and Seniors can take at the HBHS. Assistant Principal Zeller spoke of the State cap on the number of students that can be in a science class. Ms. Brown stated there are students that would like the option of taking 3 science classes and they have been told that they can take 2 science classes. She commented it sounds as if part of the reason is a capacity issue. She questioned if it is believed shifting students from science into a computer education course might open up seats, theoretically at least, for students who want to take more than 2 science options. Assistant Principal Zeller responded they would have to see the impact.

When asked if there is data on the number of students who were locked out of their third choice, Principal Barnes responded it was about 9 students. Ms. Brown remarked it is nice to see students wanting to take the classes and it would be nice if they were available. She stated understanding there is a capacity issue and that she was one who fought for keeping class sizes small.

Regarding Physical Education credit for sports, she asked how an athletic program is defined, e.g., does it include the unified programs. Principal Barnes stated there are a few high schools in the State doing this and a lot of the language was pulled from California where this is common practice. The hours piece was something he felt made a lot of sense. Currently our P.E. courses run about 80 hours/semester. Because of that he feels there is an hour requirement that needs to be met, which is basically attendance. That 80 hour range is what they are shooting for in order for a sport to count. The majority of the sports hit that mark. The ones that might not may be unified because of the practice hours; depending on the number of times/week they practice. Bowling may be another that might not count due to the hours (practice plus games).

Ms. Brown commented she is uncertain the hour requirement would be met with golf simply because the season is so short. She questioned how approved community based physical education activity would be defined and who would determine what is and is not approved. That was a subject discussed at length when this was originally brought up. Principal Barnes stated the same process that is used now for VLACs P.E. forms would be used. There is a process for that. This would replace that process. It would be approved by the Administration. There is the need to go through an iteration of it to see how it goes. Once consistency is established with the program whether it is gymnastics, martial arts, etc., then it becomes a little easier. The contract he has seen models of is pretty descriptive of what is wanted, and the parents are signing off on it, someone onsite is signing off on it and then there is a timecard that folks sign off on as well to say that you have met the hours.

Ms. Brown stated she has lived the VLACs P.E. programs; they are heavily writing projects. She questioned if the same level of reporting will be required as part of the community based physical education. Principal Barnes responded there could be a written component, but at this time the primary focus is on the activity piece and the time spent doing the activity.

Principal Barnes stated we may be the only school that is branching out towards the community based approved physical education activity. He is really comfortable doing that because of the community that we live in. Years of survey data he has brought forward and his witnessing student participation level in a variety of activities outside of school has provided confidence they are doing what they say they are doing.

Ms. Brown stated theoretically she likes the idea, but it still feels to her that a lot of the questions that were raised a year ago remain open. Until there is clarification on requirements, what applications look like, what really is a community based program, etc., she is uncertain she would be willing to support it.

Ms. Deurloo Babcock commented she believes it to be a work in progress. There will be areas that need to be determined, e.g., if taking both bowling and golf and with the two combined meeting the hour requirement, would that count.

Principal Barnes stated the goal is to leave avenues open. The solutions to something like golf could be a 2 or 3 year requirement. Mr. Bumpus provided a spreadsheet with all of the hours listed and golf was one that was really close if not slightly under.

Chairman Solon suggested the Administration put a schedule together that lists what is known to be approved. If there is something that clearly is not approved that could be spelled out. He would like the information provided the Board so that the community understands the implications. Technically, he is not certain it is required for the Board to approve this, but certainly it would be nice to have support for it. Ms. Brown stated the Board does eventually have to approve the Program. The vote against it would be simply not to approve the Program, which would put the District in any interesting quandary.

Ms. Deurloo Babcock stated her support commenting she will always question the concept that she believes physical education is more than just being active. She can see why the community is looking for this and with a 7<sup>th</sup> period schedule it makes a lot of sense.

Chairman Solon asked what is meant by indicating the qualifications for accelerated Biology; does that mean the math requirement has been dropped. The course requirement (accelerated Algebra) should stay; it is just the grade issue (had to get an A). In addition there is the need for a recommendation of a science teacher. Chairman Solon questioned why there remains the connection. Assistant Superintendent Bergskaug remarked the link is actually moving into chemistry as a 10<sup>th</sup> grade student. That is where the math prerequisite becomes an important component for success.

Chairman Solon questioned if there remains an Honors World History and was told there is not; AP is the weighted offering. Principal Barnes stated the change is very unpopular with those who have been teaching the course because it basically just blocks out a whole bunch of history. The College Boards are looking to offer a pre-AP experience Freshman year that they will gladly take a fee for you to enroll in, and there is no test associated with it, to prepare you for this other course. They would cover a lot of that early history. That is not something we agree with right now. We don't want to completely get rid of this course. Principal Barnes commented last year it was very successful. This is our third year and we feel we are hitting our stride. However, the pushback has been so severe with the College Board that they are not entirely sure what they are going to do yet.

Chairman Solon stated his personal opinion if the District is saying it is making this change he would say stop having it be an AP course and have it just be a World History course. Principal Barnes stated if they are going to push and hold this line his recommendation would be for an Honors World History course. We would probably have a number of students take the AP exam, it just wouldn't be AP afterwards.

Chairman Solon remarked what is being stated is Principal Barnes would be supportive of having it be an Honors course but encourage students who want to take the AP test. Principal Barnes stated that to be correct. Chairman Solon suggested that be done now. He remarked you know the course you want to teach; having the College Boards tell us what our curriculum is, is wrong. Principal Barnes stated the desire for input is why this was brought forward. He stated he would have to bring that back to the Social Studies folks, but that is kind of where they were standing on it. He didn't want to just take an AP course out of the curriculum because it has been popular. By the same token, there is concern with the direction.

When asked about the number of AP courses anticipated to be offered, Principal Barnes stated this to be the only one available for Sophomores. He would have to go through the Program to count the number of AP courses offered; there is a high number.

Assistant Principal Zeller stated she would have to check in with the AP History teachers. There may be a bit of hesitation only because it doesn't seem like College Board is settled on this just yet. If it is dropped, there

might be a reapproval process. That would have to be verified. The College Board has to audit the syllabus for the course. Because we taught it we are in good stead.

Chairman Solon questioned what would occur if a letter was sent indicating if you do it we drop it. Principal Barnes commented if that starts to happen that will start to solidify their decision.

Mary Martin, Student Council Representative, questioned if it has been determined who will teach the unified music class. Principal Barnes stated they are currently looking at Mr. Barbosa. Asked if there is established curriculum for unified classes, Principal Barnes stated the District would have to design and make its own.

Principal Barnes asked Miss Martin to share her thoughts knowing that she has taken the AP World History course; specifically if there is an interest on the part of the students in taking an Honors versus an AP course. Miss Martin stated her opinion students would prefer an AP course as they enjoy the title. She believes the community would share that feeling. Getting the college credit is important. As a course, she personally does not like to see them dropping all of those years of history and believes there will be pushback across the country. She would not be surprised if they change that. She would not recommend dropping it or changing it to Honors until the College Board figures that out.

Chairman Solon questioned how you address keeping it in the Program if you don't have support for a shortened period of time AP, but you want to keep it. Principal Barnes stated the need for a decision on what will be done next year. It is either/or. Ms. Brown questioned if it could be an AP class and just teach it all anyway. Principal Barnes stated that could be done, and provide opportunities to take the exam, and could also run CAVBlock sessions. He would want to coordinate with the teachers. There would be some work to do that during CAVBlock. That may be something that they want to do. They are not particularly happy with the drop off of years.

Assistant Principal Zeller commented on her guess with the change in years they have expanded the content of the years they have left it. It wouldn't simply be a matter of still teaching it all, it would be getting in all of the years they dropped and then the extra that they have added for the years that are kept. College Board is making a move that most of our teachers don't think is a good one, but it is College Board and they have the AP designation and a lot of our students and parents like that.

Miss Martin remarked after the AP exam in May there are those few weeks where typically the AP World History students will do an independent project on the topic of their choosing. That could be a time where we looked at those years of history that are missing. It is not a lot of time or enough time, but perhaps for this year while College Board is figuring it out, could be an option.

Superintendent Corey questioned the will of the Board relative to approval. It would help the school get ahead in the scheduling process. He agrees with bringing back a list of things that would fit in with the P.E. credit. He stated understanding of the concerns around an AP designation, but when looking at it strictly from an admission standpoint, right now you potentially could separate yourself from the piles from the admissions office because you took a sophomore AP class where many students didn't. Many of our students are looking to get into some elite colleges, and that can matter.

Ms. Brown commented we don't let Freshman take classes and schools in other parts of the country do. They already go in behind.

Chairman Solon stated his concern to be that this was the first time it appeared on the agenda and did not appear under deliberations. The normal course of events is to discuss it and then have it appear under deliberations at a future agenda. He questioned the difficulties that would arise if not approving it at this time. Principal Barnes stated it would simply add another month to the process. The goal this year has been to get ahead of where we have been in the past with getting the master schedule done.

Chairman Solon commented in terms of what has been presented, he does not believe any member of the Board is opposing the structure. What has been requested is definition of the P.E. area along with definition of what this World History class content will be. From a scheduling standpoint, he does not see any of those having an impact, He questioned if there is a compromise where the Board can approve of the structure and figure out the details.

Superintendent Corey stated there to be clarifications needed around the P.E. credit and the World History course. He does not believe he has heard anything from the Board indicating we are not moving forward. From a scheduling point of view, he believes Principal Barnes can proceed forward. The concern would be if all of a sudden next month we weren't going to offer. What he has heard is we are either going to offer an Honors World History or an AP course. Right now we might have to just put it in as a slash course. By next month, he believes the Administration could come back with a list of activities that would start us down the road with the P.E. issue.

Chairman Solon suggested a motion to approve the use of non-classroom activities for physical education. Ms. Brown stated her concern with the precedent that would set. We're going to vote on something that is not on the agenda, has not been noticed. Were she a member of the public having an opinion on this she would have had no idea that the Board would vote on the Program this evening.

When asked about impacts, Ms. Deurloo Babcock stated her impression the issue of P.E. is a scheduling impact (from the part of the Administration) if not approved at this time.

### Student Council Report

Miss Martin stated the Student Council has been discussing goals for the year. They broke off into two committees; Policy and Student Activity. The Student Activities Committee will plan and carry out fundraisers and events brought to them by class councils or ideas they come up with themselves. Their first event is the Harvest Ball, which is the replacement for Homecoming.

Kai Jimeno, Student Council Representative, stated the Policy Committee discussed pros and cons of mid-terms and whether they are necessary believing they might cause unneeded stress in the classroom. That discussion hasn't reached the level of surveys being conducted but continues.

They have also discussed the possibility of converting a pre-existing bathroom into a family or gender neutral restroom. There are some groups at the high school that are interested in seeing that happen.

They are looking for open campus for senior and junior options during the day. They have also been discussing a technology and equipment upgrade at the school. A lot of the equipment is below the expectation they would hope for going from high school into college.

Miss Martin stated the presidents of the Green Group approached the Council about the outlook of the club for the next year, which is grim. Not a lot of underclassmen joined. They are the ones in charge of recycling and other pro-environment initiatives. They asked the Council to take care of those responsibilities for the next few years. The Council has been looking into the possibility of creating a sub-committee. When asked, she stated the direction seems to be dissolution of the Green Group. The Council has been talking about how the recycling will continue, e.g., possibly talking to custodial staff. Mr. Cross asked if the custodial staff is already involved in the recycling. Principal Barnes stated the recycling is handled by the Green Group. They would like to see an increase in the collection, so it is a matter of how to get that done.

Chairman Solon questioned if the Administration is connected with the discussions from the standpoint of looking for things that are budget items such as technology upgrades. Principal Barnes stated he somewhat frequently attends the meetings. Last week's meeting was the first one he spent a fair amount of time at, and

they had some good initial discussions on these items. One of his goals is to do an audit of what we have and where we are going in terms of technology. All of the issues being discussed have budgetary and safety considerations. Principal Thompson suggested members of the Green Group be directed to him or Ms. White. The Green Group at the middle school is pretty active. It may be able to become more of a 7-12 thing.

Ms. Levesque questioned how the District would move forward with a gender neutral bathroom. Superintendent Corey stated it began at the right place, Student Council, who will bring it forward to the Principal and then before the Board for the purpose of awareness. Principal Barnes will work with Student Council and the Advisor and will make a recommendation to the Superintendent. From there it would likely become a formal Board discussion item in the future. Mr. Cross questioned if that is something the Board needs to take formal action on. Superintendent Corey stated it is more of an informational issue. Many times it is the Board members who are out in the community and being asked about the happenings in the schools. Bringing it before the Board would not necessarily be for formal action by the Board but more a matter of informing the Board of what is taking place.

Principal Thompson noted earlier in the day he and Principal Barnes attended the Rotary meeting. The HBMS received a \$3,500 grant to install a solar system for the green house. When asked what would be solar powered at the green house, Principal Thompson noted there is currently a fan system and there is the desire to, at some future date, automate the watering system. There will also be a number of monitoring tools to monitor soil/plants. The big item is a heating system that will allow for growing in the winter time. Asked if there is a plan for grow lights, he indicated there is not an immediate plan for that. A lot of the work being done is driven by the work with UNH Cooperative Extension.

Principal Barnes noted the \$5,000 donation to the high school from the Rotary. He commented on the amazing relationship they have enjoyed and how generous the Rotary has been. He spoke of the meeting for transfer students and the wonderful job they have done to create a nice experience for the transfer students the District had this year.

Principal Barnes spoke of the discussion he brought forward last month regarding the Youth Risk Behavior Survey. At that time, he discussed strategies in terms of drug education and prevention and the use of the dogs. Drug dogs will be back at the high school at some point this year. The idea is to prevent and one of the best ways to do that is to communicate.

- Goals Presentation for 2018-2019

Principals Barnes and Thompson provided a presentation on the HBHS/HBMS Goals. A hard copy was provided with the [agenda packet](#). Noted was the “Whole Child” approach. A chart was displayed detailing the four major areas of focus; infrastructure, future ready, essential standards, and habits of learning. Goals that have been set are in support of those areas.

Principal Barnes addressed the goals for the HBHS.

1. Evaluate and enhance current STEM offerings

That process has started with the Facilities Committee picking up where it left off last year. They divided into two sub-committees; Facilities and Curriculum. They are reviewing what is currently offered and how we could benefit by having a new innovation center or STEM lab.

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

- Increase staff understanding of Special Education rules, laws, local policy and how they are applied at the HBHS.
- The big component with the addition of the new Assistant Principal of Student Services is within the response to instruction or multi-tiered system of student supports and looking at different ways to reach all students. They are looking for ways of reaching the greater majority of students that are in the middle, which are very high achieving by anyone's standards, and looking at meeting the needs of all of our students. Looking at what programs we offer; specifically focusing also on mental health and the behavioral social emotional needs, which we know are a growing piece of what we see and do every day.
- Strengthen administration and staff knowledge and expertise as related to the social, emotional and behavioral needs of the diverse student population at the high school.

That process continues to grow. Last year we had the addition of the ELO Coordinator who has gotten to work on creative solutions for students who might struggle and finding different ways to connect those students to get the credits and experiences they need in high school. A real world experience is what is looked for. A lot of the Extended Learning Opportunities (ELOs) take place out in the community through internships, etc., and trying to connect that back to the classroom for credit.

3. Continue to develop vertically aligned (7-12) Professional Learning Communities (PLCs).

- Utilize PLC, faculty, and/or department meeting time to meet in 7-12 content areas.

The first 7-12 department meeting was conducted earlier in the day.

- Continue to review process for acceleration in math and grade 9 readiness in math.

This is an ongoing conversation. Principal Barnes spoke of the huge gains made in the past few years.

- Review World Language curriculum for alignment between the HBMS and HBHS.
- Reviewing texts in 7<sup>th</sup> and 8<sup>th</sup> grade and what students are accessing at the high school to reduce overlap or not have it at all.
- Identify general skills in social studies, and review continuity in US History courses.

4. Perform a technology needs assessment for the high school that takes into account recent purchases and practices as they relate to the impact on technology and instruction in the building.

Principal Barnes remarked we have made great gains but have a long way to go. We need to perform a technology needs assessment.

Principal Thompson addressed the goals for the HBMS.

1. To enhance our collective vision for teaching and learning amongst all HBMS community members.

- Revision of the HBMS Core Values

The core values were developed 6 years ago when Principal Thompson became the Principal. All staff met and were asked about what they value about the school, what they would like to see improve, and

how the administration could support them. Those three questions were used to form the 6 core values. That was 6 years ago. There has been more than 50% turnover in the building.

- Implement the recommendations made during our special education program review. Consultants from SERESC came in and utilized a tool called West Ed to conduct a special education program evaluation. They provided many recommendations on how we can improve special education and regular education as well.
- Create additional pathways that encourage staff, student and parent voice in the school community.

2. Ensure that all students are provided growth opportunities in the general education curriculum.

- Develop an evaluation tool to determine the effectiveness of interventions.

Principal Thompson commented one of the things he admires most about the school is whenever there is a student with a need, it is met. There are a great many interventions available to help students. Where he believes a better job could be done is in evaluating the effectiveness of each one of those interventions.

- Provide pathways for personalized learning for all students.
- Implementation of the PSAT 8/9 at grade 8.

After taking the PSAT, each student will receive an individual learning pathway that will allow the school to continue to personalize learning for students.

3. Continue to develop and integrate a systematic approach to ensure the social and emotional well-being of all students.

This year the District has embarked in the realm of Social Emotional Learning (SEL); formed a committee that is committed to understanding SEL and looking at the practices that exist.

- Train students and parents on the research-based program Mental Health First Aid.

At the end of last year all staff were trained. Mental Health First Aid is a research-based mental health support program. One of the Guidance Counselors became a trainer.

- Implementation of the Naviance Software Program by the counseling department.

The desire is to begin the process of its utilization earlier. Have started using it in 7<sup>th</sup> grade. Students will be doing a lot of career exploration so as they enter into high school there is not that learning curve.

- Implement revisions to the HBMS ROCK (advisory) program.

Began last spring. When looking at SEL there are many aspects to it. When you have a very robust advisory program; where 1 adult gets to know a small group of students very well, there is an opportunity for a lot of social and emotional learning to occur.

- Continue to monitor student attendance plans.

Principal Thompson spoke of the dramatic decrease in the number of students with chronic absenteeism and school refusal. School refusal is an issue a lot of schools are dealing with (middle schools in

particular). School refusal used to be an at risk kid thing. It is not any longer. There are students who perform very well academically, are very well socially adjusted, and have developed school phobias. We have difficult times getting kids to school.

Chairman Solon questioned how the practices are being documented in regard to attendance issues. Principal Thompson stated they met with the high school in August and shared some of the data. They develop individualized attendance plans for each student. Their individual plans have sort of a database, google sheet, where interventions and successes are tracked. Twice a month they meet to discuss students. One of the meetings is specifically dedicated to attendance. They have had conversations in the K-12 leadership meetings about attendance. When asked if it is anything that could be published for peer review publication, he stated his belief they could.

Ms. Levesque questioned how the school is able to identify if a student is having emotional problems or being bullied, and then what the recourse is. Principal Thompson stated that to be a question the Social Emotional Learning Committee is looking at in terms of being able to have screeners. There are universal screener tools to identify students. They use a variety of tools. A lot of that information comes about as a result of adults developing really quality relationships with the students, but it also comes with a lot of communication that is done with elementary school teachers who have built relationships with the students. A lot comes informally and then there are data points including academics, attendance, behavioral data.

## DISCUSSION

- Revenue and Expense Report

Linda Sherwood, Assistant Business Administrator stated the FY18 end of year report highlights the areas that have been discussed for some time; hiring savings, savings in unfilled positions, and professional staff development coming in under budget. She noted the line for special education transportation came in at \$187,988.40 under budget, which is the result of the Director of Student Services coming up with very creative solutions to save the District funds. The unreserved fund balance, after reductions, is \$462,726. That is the amount that goes back to the taxpayers.

FY19 expenses reported were as of October 5, 2018. Ms. Sherwood spoke of the outstanding job done by the HBMS and HBHS staff getting the purchase orders in for the start of the school year. Because of those efforts, we are currently showing a \$20,493 balance. What will not be seen this year are the hiring savings.

The last page of the report identifies a negative unreserved fund balance of \$100,140; however, the contingency fund is encumbered. Were that not the case, the balance would be zero.

Ms. Sherwood noted the negative amount shown under Benefits (\$25,914) is representative of the shift (single to two-person plans) seen in the insurance plans being chosen.

- Turf Field Update

Superintendent Corey spoke of having consulted with Tighe and Bond and Bond Counsel. He recommended the following timeline:

- October 17<sup>th</sup>; seek COOP Board approval for Tighe and Bond to complete permitting and design,

Those funds would be reimbursed once the funding was obtained for the field.

- October 22<sup>nd</sup> - December 15<sup>th</sup>; Tighe and Bond complete design (October 22 - November 16), work with Bond Counsel to secure quotes for financing,

- November 17<sup>th</sup>; COOP Board reviews bond counsel quotes and deliberate on funding,
- December 3<sup>rd</sup> - March 1<sup>st</sup>; permitting,
- End of February; put the field project out to bid,
- Mid-March; select vendor and enter into contract discussions; and
- End of March/early April 2019; begin construction

Chairman Solon questioned who would act as project manager and was informed that would be done by the Superintendent and Business Administrator. Chairman Solon stated concern with any existing member of the Administration having to take on that role/responsibility. He would like to see a Clerk of the Works or Project Manager position built into the budget.

Superintendent Corey stated he would talk with Tighe & Bond regarding someone from their agency being the point person. He will look to have an updated schedule and an answer to that question at the next meeting.

When asked, Superintendent Corey stated it was he and the Business Administrator who took on that role for the Hollis Schools Thermal Electric Project (HSTEP); he addressed the facility issues and Ms. Seeley the financing.

Ms. Brown questioned if there is a reason why the bid process would not begin until February. Superintendent Corey remarked in conversations with Tighe & Bond, they indicated the desire to have all of the permits in hand before going out to bid as many times not having that would create questions.

Ms. Brown stated concern if not bid until February, she is uncertain construction could begin in the March/April timeframe. Superintendent Corey stated he would follow up on that noting he had asked if aspects of the project such as clearing the land could begin prior to that. The piece they brought to his attention is when they are looking at the field in terms of drainage, etc. some of the trees play a positive role in that and some a negative role. They are recommending the slow and methodical piece. He spoke of how respected Tighe and Bond are in this industry.

Ms. Brown commented what she is hearing consistently in the business world is that contractors, in general, are backed up and difficult to acquire at this point. With the change in interest rate that just occurred and everything that will occur between now and spring, she is uncertain how it will shake out for the market. If it stays on the current trajectory she believes it ambitious to think we will get someone to come in and do that scope of a project with a 30-60 day notice. She is of the belief it may still be optimistic to think construction could begin before year end.

Superintendent Corey stated the intent of bringing the timeline before the Board was to have this discussion and gather the feedback. Chairman Solon questioned if the anticipation is that the Board, at its November meeting, will take formal action on monetary items. Superintendent Corey stated his hope to have information to Board members in advance of that meeting. When asked what would be expected of the Board during the mid-March vendor selection process, Superintendent Corey stated the Board would, at some point, take formal action based on recommendations from the Administration. Tighe and Bond will have done their plans, the project would go out to bid, Tighe and Bond would lend their expertise in relation to the bids received, legal counsel will have done the work around the financing and the contract language. The Administration would come before the Board, identify the bids received, and provide a recommendation for consideration.

When asked if any community interaction would be required during this process, Superintendent Corey responded meeting notices and minutes of the Facilities Committee will be publicly posted so community

members could become involved if wishing to. If the design is available in the start of the new year a public forum may be appropriate to get the word out to the community. Chairman Solon remarked the earlier there can be definitive facts dissemination, the better. Ms. Deurloo Babcock stated there to be a HBMS/HBHS Renovations Facility Committee website that could be referenced and updated. It could serve as an additional source of getting information out to the public.

Superintendent Corey reiterated what was asked for was additional information (pricing) on a Clerk of the Works, to see if there is a means of accelerating the timeline to get out to bid ahead of the construction market, and how to get the information out.

Mr. Cross questioned if the concept of donations is being incorporated. Superintendent Corey stated there to have been a donation to HB Elevates. What he would like to do is get the ballpark from Tighe and Bond and from there he will be able to recommend the appropriate bond amount versus the donation amount. Mr. Cross stated the desire of the Budget Committee to be kept in the loop.

Superintendent Corey spoke of the Board's prior authorization to Tighe and Bond to complete the survey. They are asking for approval of the sum of \$45,000 to cover the cost of permitting documents (\$27,000), Geotechnical report (\$1,000), construction documents (\$15,000), and project meeting/local permitting (\$2,000). If the Board approves this agreement, the costs for the work done by Tighe and Bond will be reimbursed once project funding is approved.

Chairman Solon questioned if the costs for permitting are their costs or their costs plus the permitting costs and was told it includes both. He questioned how the figure compares to what was built into the original project plan and was told in the original plan it was listed under soft costs/overhead. This is pretty accurate from what had been discussed.

Asked if he has a sense of what the costs of financing will be, Superintendent Corey stated he would have that information in time for the next meeting. There is also the possibility that NH Bond Bank does a second offering. Bond counsel is cognizant of that as he believes, with the sentiment of the Board of the pre-payment option, that the commercial lender might be the way to go. Ms. Brown stated she would be equally concerned that if we get to January there will be another rate hike.

Ms. Brown questioned whether the operating budget would take a hit. She asked if enough funds were budgeted. Superintendent Corey commented that will not be known until we get the final dollar amount. The Board may decide to take the amount the voters approved plus the donations if the cost estimates have gone higher.

Superintendent Corey stated he is quite comfortable the Board will approve some vendor for financing and this \$45,000 would be reimbursed. Once there are construction design drawings then an estimate of the cost can be understood.

Concern was expressed that when we go for the money we're guessing how much we need. But if we wait until after we know for that same amount of expense we may get less money. It was noted the \$45,000 has to be expended regardless. Chairman Solon commented it does not sound like the operating budget will take a hit so much as the ability to offset expenses with the donation; it would be supplementing instead of offsetting. Superintendent Corey noted the contingency fund and/or unreserved fund balance could be utilized if deemed necessary and approved. There are safeguards within the budget, e.g., if a special education issue were to arise, the Special Education Trust Fund could be looked to.

Mr. Cross questioned language on the last page of the information provided by Tighe & Bond, which states they "will perform these services for a lump sum fee of \$45,000, invoiced monthly based on percentage complete, plus reimbursable expenses as incurred." Specifically, what the expenses are anticipated to be. Superintendent

Corey stated what they are looking at is in terms of mileage and attendance at meetings, which is typically an hourly rate. In the projects he has dealt with, those expenses have not turned out to be large. Chairman Solon noted the exclusions identified: 1) structural design services, 2) traffic studies, 3) electrical design, 4) SWPPP inspections or preparation of the NOI, 5) wetlands permitting, 6) application and permit fees, and 7) local permitting, stated concern the cost quoted is representative of labor only.

The Board agreed there is the need to approve the \$45,000 so that work can proceed. The Board can inquire as to whether there are additional fees for permits. A request was made that estimates be provided for the fees identified.

- STEM Lab Update

Included in the agenda packet was information from the architect identifying the costs from 10-16-17 versus 10-1-18. The amount of the Warrant last year was \$1.9 million. The cost estimate recently received was \$2,061,220.77. Costs were broken down into the multiple component as that question was raised last year.

Mr. Cross questioned what is being done differently this time. Superintendent Corey stated the Administration has looked at the areas the community raised as concerns. The largest piece was how we will utilize the space during the school day. More extensive research is being done on that component. Another piece that has changed is enrollment going from approx. 815 to nearly 870. One of the largest 8<sup>th</sup> grade classes will be seen coming into the high school next year. Room utilization rate at the high school is around 93%. We're facing some space crunches that this may help to solve during the school day. It will allow the District to gain the STEM center as well as the ability for extra-curricular activities in the evening.

Mr. Cross noted reference to Robotics addition, which seemed to be sort of polarizing during the annual meeting. Chairman Solon remarked the point is well made. There is the need to look at that and say is it the right definition, e.g., is it being called robotics because it was really designed to support robotics and if so maybe we need to look at whether it is configured for what we really want to do.

Ms. Deurloo Babcock stated some of that has been discussed in the committee and some changes to some of the internal walls are being discussed to create more open space, less tiny rooms. The committee has had more extensive conversations with faculty members, specifically those in science and math and also in the computer science department to be more specific; what exactly is going to happen in these classrooms during the school day. Last year we were trying to be more flexible about what we were going to use those spaces for, and this year we're saying we need direct answers, want to see how core curriculum will be impacted, etc. They continue to consider there are extra-curricular needs that are very important to a small portion of our students but to increase that number we need the space at the high school. It is ideally a nice reutilization of current space in the building.

Chairman Solon commented First Robotics at the high school level seems to have peaked in the sense that it has become so expensive that a number of the other technology based activities, particularly ones that have a curriculum component, are starting to gain prominence. They offer the option of competition, but you don't have to go to all of the competitions, are done more local/regional, and have defined classroom components that integrate into the physics and other science classes. He is aware of a few local communities that have essentially defunded their first robotics because of the cost. Any emphasis that can be put on providing the flexibility described emphasizing the curriculum, even the semantics of the name will be both critical for getting support but also important in terms of setting peoples' mindset as to what this space really is.

- Annual Meeting Dates and Deadlines

Superintendent Corey spoke of the draft schedule provided with the agenda packet. He outlined dates specific to the COOP School District.

The schedule has been reviewed by the Brookline and Hollis School Boards and has been provided to the towns. When asked, he stated his uncertainty with the dates for the towns; however, stated his belief they are working around the SAU calendar. He believes this to be the year when the COOP School District Annual Meeting will occur prior to the Brookline Town meeting.

*Drew Mason, District Moderator, was asked to join the discussion.*

Mr. Mason remarked if there is a bond article on the ballot, we will run late and may want to plan on using both days. Chairman Solon suggested rather than identifying the second evening as a snow date to instead refer to it as the second evening.

Ms. Deurloo Babcock questioned if there would be legal ramifications of planning the bond issue for one evening and the remainder on another. Mr. Mason stated it would require a motion on the floor at the meeting to do that.

Mr. Mason stated there could be another petition article for SB2. He reminded the Board it may take a position and put on the ballot its position on the article so that it is printed up in the official ballot. Superintendent Corey noted the Board could decide to have its own article regarding that. Mr. Mason replied if you get a petition article as well you get both of them. When asked if that would be the case if they were both identical, he responded yes. He added, apportionment can come up again in 2020. Last time around the article was transformed into a study. He questioned if the Board wished to consider putting a study article in this year's warrant. He was uncertain if District approval would be needed for such an undertaking again.

Ms. Brown commented the good part about going first is you are first. The tough part about going two days after people return from holiday is that it is very difficult to get people's attention in February and you have a very small window of time after they come back and sort of have post vacation hangover. Ms. Deurloo Babcock shared that concern. Superintendent Corey stated the Board could look at later in the month.

Chairman Solon commented one of the advantages to being early in terms of SB2 is, if we are successful at presenting a meeting that the public finds informative and efficient it could impact their voting on SB2 on town voting day. Mr. Mason commented it may also make it more difficult to get a bond issue to pass. Ms. Deurloo Babcock stated concern it is difficult to come back from that vacation and get people mobilized to vote. The last meeting fell during college breaks and we had a lot of college students who came back and were engaged in the process.

Chairman Solon questioned the dates that could be available. He commented on having been asked why the District would not consider a Saturday meeting given the typical length of the meetings. Ms. Deurloo Babcock indicated she has been asked that as well. Chairman Solon commented the last time the question came up with seriousness there was resounding opposition among the people who were vocal; Board and community members.

Ms. Brown stated her belief the town meeting on a Saturday was designed to discourage young families from showing up. She spoke of how last year's meeting went and how it turned into a marathon event that many could not endure. Weekends are difficult for folks having children with any number of activities. We do it in the evenings. People can plan for it. We have tried to make accommodations to make sure people can come in and vote. Evenings, if we can keep them manageable where the end of the meeting is an appropriate bedtime for normal people who have to go to work the next day, they are more manageable.

Ms. Deurloo Babcock commented one of the issues that concerns her when considering weekends, is that, unlike the towns, the District has a significant number of employees and Administrators that need to be at the meeting. Mr. Mason stated from what he has seen, it tends to discourage families with kids who are in sports

and other activities. Evening meetings you lose the people who need babysitters between 9:00 - 10:00 p.m. and seniors between 9:00 - 10:00 p.m.

Chairman Solon noted the Hollis District Meeting is being conducted on March 13<sup>th</sup> with a snow date of March 14<sup>th</sup>. The Hollis Town Meeting is on Saturday, March 16<sup>th</sup> and 17<sup>th</sup>. That would leave the week of March 18<sup>th</sup> open if the Board wished to have it later.

Ms. Deurloo Babcock spoke of the work done by the Board on the schedule and how she would like to see it followed for a year before deciding to switch to a Saturday.

Principal Barnes spoke of plays, musical, and athletic games scheduled for the week of March 18<sup>th</sup>.

Ms. Whalen spoke of her preference for the earlier date when people are more engaged and positive. She understands the difficulty with following vacation but feels more comfortable with Thursday and Friday dates. She believes it difficult to mobilize, but if information is out before vacation and reminders on Monday and Tuesday before, it may be okay.

Superintendent Corey agreed with the suggestion the dates be labeled as session 1 and session 2 to avoid being misleading. It is intended the schedule will be developed with a hard stop at some point as that is what was heard loud and clear from the community. It was noted a third date would need to be identified as a snow date.

Mr. Cross spoke of the cost associated with the meetings and suggested anything the Board can do to make the meeting process more efficient helps in real dollars.

- Annual Meeting Ballot Review

Ms. Mason provided the Board with an example of what he proposes for a new ballot format. Having talked to a number of people and worked with the Chairman and Superintendent the first two drafts were created. What he provided represented something that deliberately goes away from the one we know and do not like. Directions are printed on the ballot; the yes and no were moved to be above each other. Directions are in between so that any marks that are made are pretty clearly on the yes or no side.

*The consensus of the Board was support of the newly presented version.*

- Annual Meeting Schedule Review

Chairman Solon commented the subject was discussed during the workshop. The Board identified the goal of the first article beginning at 7:00 p.m. The Moderator expressed concern with the Preamble activities beginning at 6:00 p.m.

Mr. Mason remarked when voters arrive there is a good deal of motion/noise, and it seems unfair to both the voters and presenters to try and actually do something substantive. He suggested the possibility of simply not doing the presentations; the rules could be written into the Annual Report and simply highlighted, which is something that is done in a number of districts throughout the State. Presentations on any bond issues would have already been made available at public forums occurring in advance of the meeting. Although he would like to see the Budget Committee presentation take place, he believes it could be shortened.

With regard to starting the meeting at 6:00 p.m., Chairman Solon stated the Moderator has pointed out during that 6:00 - 7:00 timeframe, whether the meeting is going on or not, you are likely to get a lot of arrivals resulting in commotion and distraction.

Ms. Deurloo Babcock suggested were it to be publicized that presentations would occur from 6:00 - 7:00 p.m., those wishing to arrive to vote would understand that will begin at 7:00 p.m. Understanding the concern with the level of commotion between 6:00 - 7:00 p.m., she suggested starting at 6:30 p.m. Mr. Mason stated if the official meeting were to begin at 6:30 p.m. it could be into the substance by 7:00 p.m.

Superintendent Corey remarked that goes along with trying to pick an end time for starting a new article. Now we could look at 10:30 (4 hour point). The Moderator could make the decision of whether to start a new article with the knowledge of a 10:30 p.m. adjournment time. Chairman Solon suggested starting at 6:30 p.m. and not have any introductions or new articles start after 10:00 p.m. with a target hard stop at 10:30 p.m. Ms. Brown suggested a hard stop at 10:00 p.m.

Mr. Cross remarked the issues are starting the meeting early so that we can end early and whether or not to include presentations. Chairman Solon commented on being pleased with the idea of putting as much information as possible into print and that it be distributed as early as possible, e.g., instructions where the Moderator could simply suggest voters refer to particular pages in the report for information on how the meeting will proceed. Ms. Brown commented if reducing presentations, the bond hearing becomes much more important. She commented last year there were two bond hearings that had attendance in the single digits. She suggested getting the word out ahead of time of the importance of providing public feedback during the public forums and hearings, and that if unable to attend people can learn more by viewing the recordings of meetings leading up to and those forums/hearings, which are posted online.

Ms. Whalen stated she agrees with the idea, but that is not what will occur. It is on the Board to get accurate information out. In the absence of that what is relied on is inaccurate information. During the workshop there was discussion of doing a mailing.

Superintendent Corey questioned why an event that requires attendance is televised; it is a service not a requirement and is a large expense. The cost of the three nights last year was \$18,000 (expense related to sound person, rental of chairs, custodial, police). The one-day meeting went closer to \$4,000. What increased the cost was all-day voting, which increased the time of police coverage, etc. This year there will be a bond article, but not as many articles in total.

It was noted where and when the meeting is conducted, whether it is televised, the number of screens, microphones, etc. are issues determined by the Board.

Mr. Cross questioned whether the Preamble or presentations would be included. Chairman Solon stated the discussion to be putting an extra hour on the front end of the meeting and including those items during that time. Mr. Cross suggested those items could be conducted in the auditorium as a means of reducing the noise interference. Mr. Mason stated his thought would be to start the official meeting at 6:30 p.m. and that there would be some Preamble material, e.g., Pledge of Allegiance, ,introduction of boards, two minutes to the Superintendent to provide the State of the School, the Moderator would have a few moments to explain the rules. He plans on having those rules printed in the Annual Report. Chairman Solon stated the goal is to be into the first article at 7:00 p.m. That was the stated goal that came out of the workshop, which has not changed.

## DELIBERATIONS

- To see what action the Board will take regarding Policy IHAM - Health Education and Exemption from Instruction
  - 1<sup>st</sup> Reading: January 17, 2018 (amended)
  - 2<sup>nd</sup> Reading: February 21, 2018
  - 3<sup>rd</sup> Reading: September 12, 2018 (amended)

*Given its fourth reading;*

**MOTION BY MEMBER DEURLOO BABCOCK TO AMEND POLICY IHAM – HEALTH EDUCATION AND EXEMPTION FROM INSTRUCTION, IN ITS ENTIRETY, BY REPLACING IT WITH THE COPY PROVIDED WITH THE AGENDA, ACCEPT THE FOURTH READING AND ADOPT, AS AMENDED  
MOTION SECONDED BY MEMBER WHALEN**

ON THE QUESTION

Ms. Deurloo Babcock noted the policy has been before the Board on several occasions looking to ensure it meets all necessary State Statutes. Last month there was a change in referencing Policy IGE, which is on the same type of topic. There were concerns raised regarding means in which notifications would be provided. That language has been eliminated and the policy indicates the course syllabus will be viewable online at least two weeks prior to the start of the course. Notification of any changes made to the syllabus would be sent out via the school's electronic notification system at least two weeks in advance. Another concern raised was the desire to reference students over the age of 18 could opt themselves out.

**MOTION CARRIED**

**7-0-0**

- To see what action the Board will take regarding the field proposal from Tighe and Bond

**MOTION BY MEMBER VANCOUGHNETT TO APPROVE THE CONTRACT, IN THE AMOUNT OF FORTY FIVE THOUSAND DOLLARS (\$45,000), WITH TIGHE AND BOND FOR PROFESSIONAL SERVICES RELATIVE TO THE COMPLETION OF PERMITTING AND DESIGN FOR THE NEW SYNTHETIC TURF FIELD. FUNDING SOURCE IS THE FY19 OPERATING BUDGET**

**MOTION SECONDED BY MEMBER DEURLOO BABCOCK**

**MOTION CARRIED**

**7-0-0**

- To see what action the Board will take regarding the high school donation

Principal Barnes spoke of the generous donation in the amount of \$5,000 received from the Hollis-Brookline Rotary Club for the Challenge Day program that will run on December 6<sup>th</sup>. It is a school culture, team building/empathy building, resiliency training event. When asked if participation is limited to teachers and students, Principal Barnes stated it is not. The limit is 100 participants. Expected are approx. 25 teachers, a good deal of students, a few members of the Rotary, member(s) of the School Board, and parents. The idea is for it to be a community event.

**MOTION BY MEMBER LEVESQUE TO APPROVE THE ACCEPTANCE AND EXPENDITURE OF A DONATION FROM THE HOLLIS-BROOKLINE ROTARY, IN THE AMOUNT OF FIVE THOUSAND DOLLARS (\$5,000), TO BE USED TO SUPPORT THE CHALLENGE DAY INITIATIVE  
MOTION SECONDED BY MEMBER WHALEN**

**MOTION CARRIED**

**7-0-0**

AGENDA BUILDING

STEM - Update  
FY20 Budget – Update (Guidance Info.)  
Deliberation on Annual Meeting Dates and Deadlines  
Deliberation on Program

**REPORT OUT BY PROCESS OBSERVER**

Ms. Levesque stated the Board was ahead of schedule until reaching the Deliberation area of the agenda. Although the discussion went beyond its anticipated time, it was beneficial and will result in efficiency at the Annual Meeting.

Ms. Levesque stated it to be an honor to serve on the Board. She commented on her appreciation of the discussions that revolve around ensuring every student receives a good education.

**ADJOURNMENT**

**MOTION BY MEMBER WHALEN TO ADJOURN**

**MOTION SECONDED BY MEMBER BROWN**

**MOTION CARRIED**

**7-0-0**

The October 17, 2018 meeting of the Hollis Brookline Cooperative School Board adjourned at 9:08 p.m.

Date \_\_\_\_\_

Signed \_\_\_\_\_