

**HOLLIS BROOKLINE COOPERATIVE SCHOOL BOARD  
MAY 18, 2022  
MEETING MINUTES**

A meeting of the Hollis Brookline Cooperative School Board was conducted on Wednesday, May 18, 2022, at 6:16 p.m. at the Hollis Brookline Middle School.

Holly Deurloo Babcock, Chairman, presided:

Members of the Board Present:        Tom Solon, Vice Chairman  
    Beth Janine Williams  
    Cindy VanCoughnett

Members of the Board Absent:        Kate Stoll, Secretary  
    Elizabeth Brown  
    Krista Whalen

Also in Attendance:                    Andrew Corey, Superintendent  
    Gina Bergskaug, Assistant Superintendent of Curriculum and Instruction  
    Linda Sherwood, Senior Assistant Business Administrator  
    Tim Girzone, Principal, Hollis Brookline High School  
    Patrick West, Principal, Hollis Brookline Middle School

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**NON-PUBLIC SESSION**

**MOTION BY MEMBER SOLON THAT THE BOARD, BY ROLL CALL, GO INTO NON-PUBLIC SESSION PURSUANT TO RSA 91-A:3 II (a) THE DISMISSAL, PROMOTION OR COMPENSATION OF ANY PUBLIC EMPLOYEE**

**MOTION SECONDED BY MEMBER WILLIAMS**

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

Yea:    Beth Janine Williams, Tom Solon, Holly Deurloo Babcock, Cindy VanCoughnett

4

Nay:

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**MOTION CARRIED**

*The Board went into non-public session at 6:17 p.m.*

*The Board came out of non-public session at 6:46 p.m.*

**APPOINTMENT OF PROCESS OBSERVER**

Member VanCoughnett volunteered to serve as Process Observer.

**AGENDA ADJUSTMENTS**

Noted was the need to amend the agenda, under Deliberations, to include Board action on a matter discussed in non-public session as well as a vote on the appointments by the Chair.

*There being no objection, the agenda was amended as requested.*

**NOMINATIONS / RESIGNATIONS / CORRESPONDENCE**

Superintendent Corey informed the Board of a Letter of Resignation received from Audra Saunders from her position as Art Teacher at the Hollis Brookline High School (HBHS) effective on the last day of the 2021-2022 school year. In her letter, Ms. Saunders stated her intent to pursue a new career outside of education and thanked the Board and Administration for the opportunity to serve the communities of Hollis and Brookline.

**MOTION BY MEMBER SOLON TO ACCEPT THE RESIGNATION OF AUDRA SAUNDERS AS AN ART TEACHER AT THE HOLLIS BROOKLINE HIGH SCHOOL EFFECTIVE ON THE LAST DAY OF THE 2021-2022 SCHOOL YEAR**

**MOTION SECONDED BY MEMBER WILLIAMS**

**MOTION CARRIED**

**4-0-0**

A Letter of Resignation was received from Lindy Prewitt from the position of English as a Second Language Teacher for the Hollis Brookline School District. Her last day will be June 30, 2022. In her letter, she states she greatly appreciates the support and opportunities the district has provided her. She has made the difficult decision to move out of state.

**MOTION BY MEMBER SOLON TO ACCEPT THE RESIGNATION OF LINDY PREWITT AS AN ENGLISH AS A SECOND LANGUAGE TEACHER FOR THE HOLLIS BROOKLINE SCHOOL DISTRICT WITH AN EFFECTIVE DATE OF JUNE 30, 2022**

**MOTION SECONDED BY MEMBER WILLIAMS**

**MOTION CARRIED**

**4-0-0**

A Letter of Resignation was received from Abigail Portu, History Teacher, HBHS, effective at the end of the 2021-2022 school year.

**MOTION BY MEMBER SOLON TO ACCEPT THE RESIGNATION OF ABIGAIL PORTU FROM THE POSITION OF HISTORY TEACHER AT THE HOLLIS BROOKLINE HIGH SCHOOL EFFECTIVE ON THE LAST DAY OF THE 2021-2022 SCHOOL YEAR**

**MOTION SECONDED BY MEMBER WILLIAMS**

**MOTION CARRIED**

**4-0-0**

A Letter of Resignation was received from Claire Pare from the position of English Teacher at the Hollis Brookline High School. In her letter she states, for the past 7 years the Hollis Brookline COOP has offered me invaluable opportunities for personal growth and professional development. I would like to extend my most sincere thanks to you, the administration, staff, students, and community. Ms. Pare notes the opportunity she has been given to continue her work in education in the private sector.

**MOTION BY MEMBER SOLON TO ACCEPT THE RESIGNATION OF CLAIRE PARE FROM THE POSITION OF ENGLISH TEACHER AT THE HOLLIS BROOKLINE HIGH SCHOOL WITH AN EFFECTIVE DATE OF MAY 6, 2022**

**MOTION SECONDED BY MEMBER WILLIAMS**

ON THE QUESTION

Asked what was done to backfill the unanticipated resignation, Tim Girzone, Principal, HBHS, stated the district is currently providing lessons and assessment through the department, which is being administered through a substitute teacher for the remainder of the year. Asked if it is an individual having credentials in the subject matter, he indicated it is not.

**MOTION CARRIED**

**4-0-0**

Superintendent Corey notified the Board of the contract offered to Jillian Burkley for the position of Social Worker for the 2022-2023 school year. Ms. Burkley comes to the district with her bachelor's in psychology from Westminster College and her master's in social work from the University of Denver. The salary is \$67,000.

The Board was informed of the Superintendent's nomination of Jane Habert for the position of Case Manager at the Hollis Brookline High School. Ms. Habert comes to the district with her bachelor's in human nutrition from Virginia Polytech and her master's in special education from Old Dominion University. She would be at a Masters, Step 6 and a salary of \$57,235.

**MOTION BY MEMBER SOLON TO ACCEPT THE SUPERINTENDENT'S NOMINATION OF JANE HABERT FOR THE POSITION OF CASE MANAGER AT THE HOLLIS BROOKLINE HIGH SCHOOL AT A MASTERS, STEP 6 AND A SALARY OF FIFTY SEVEN THOUSAND TWO HUNDRED THIRTY FIVE DOLLARS (\$57,235)**

**MOTION SECONDED BY MEMBER WILLIAMS**

**MOTION CARRIED**

**4-0-0**

Superintendent Corey nominated Alison Wittig for the position of Case Manager at the Hollis Brookline High School. Ms. Wittig has her bachelors in kinesiology and visual arts from Rice University and educational specialist certification in special education and master's in education from the California State University. She would be at a masters, step 10, and a salary of \$63,176.

**MOTION BY MEMBER SOLON TO ACCEPT THE SUPERINTENDENT'S NOMINATION OF ALISON WITTIG FOR THE POSITION OF CASE MANAGER AT THE HOLLIS BROOKLINE HIGH SCHOOL AT A MASTERS, STEP 10 AND A SALARY OF SIXTY THREE THOUSAND ONE HUNDRED SEVENTY SIX DOLLARS (\$63,176)**

**MOTION SECONDED BY MEMBER WILLIAMS**

**MOTION CARRIED**

**4-0-0**

The Board was informed of the Superintendent's nomination of Cory Kaufold for the position of social studies teacher at the Hollis Brookline High School. Mr. Kaufold has his bachelor's in education history and German from Keene State University and his master's in history from the University of New Hampshire. He joins the district at a masters, step 3 and a salary of \$53,147.

**MOTION BY MEMBER SOLON TO ACCEPT THE SUPERINTENDENT’S NOMINATION OF CORY KAUFOLD FOR THE POSITION OF SOCIAL STUDIES TEACHER AT THE HOLLIS BROOKLINE HIGH SCHOOL AT A MASTERS, STEP 3 AND A SALARY OF FIFTY THREE THOUSAND ONE HUNDRED FORTY SEVEN DOLLARS (\$53,147)**

**MOTION SECONDED BY MEMBER WILLIAMS**

**MOTION CARRIED**

**4-0-0**

Nominated for the position of social studies teacher at the Hollis Brookline High School was Mannat Sidhu. Ms. Sidhu has her double bachelor’s in economics and legal studies in education from UMass Amherst and a master’s in social studies from the Rivier University. She will join the district at a masters, step 3 and a salary of \$53,147.

**MOTION BY MEMBER SOLON TO ACCEPT THE SUPERINTENDENT’S NOMINATION OF MANNAT SIDHU FOR THE POSITION OF SOCIAL STUDIES TEACHER AT THE HOLLIS BROOKLINE HIGH SCHOOL AT A MASTERS, STEP 3 AND A SALARY OF FIFTY THREE THOUSAND ONE HUNDRED FORTY SEVEN DOLLARS (\$53,147)**

**MOTION SECONDED BY MEMBER WILLIAMS**

**MOTION CARRIED**

**4-0-0**

Nominated for the position of English Teacher at the Hollis Brookline High School was Lin Illingworth. Ms. Illingworth is returning to the district with her bachelors in English and Theatre and her masters in English education from the University of New Hampshire. She will join the district at a masters plus 30, step 20 and a salary of \$87,059.

**MOTION BY MEMBER SOLON TO ACCEPT THE SUPERINTENDENT’S NOMINATION OF LIN ILLINGWORTH FOR THE POSITION OF ENGLISH TEACHER AT THE HOLLIS BROOKLINE HIGH SCHOOL AT A MASTERS PLUS 30, STEP 20, AND A SALARY OF EIGHTY SEVEN THOUSAND FIFTY NINE DOLLARS (\$87,059)**

**MOTION SECONDED BY MEMBER WILLIAMS**

**MOTION CARRIED**

**4-0-0**

Superintendent Corey nominated Adam Kneiseisen for the position of Chemistry Teacher at the Hollis Brookline High School. Mr. Kneiseisen has his bachelor’s in chemistry from the University of New Hampshire, and will join the district at a bachelors, step 4, and a salary of \$49,554.

**MOTION BY MEMBER SOLON TO ACCEPT THE SUPERINTENDENT’S NOMINATION OF ADAM KNEISEISEN FOR THE POSITION OF CHEMISTRY TEACHER AT THE HOLLIS BROOKLINE HIGH SCHOOL AT A BACHELORS STEP 4 AND A SALARY OF FORTY NINE THOUSAND FIVE HUNDRED FIFTY FOUR DOLLARS (\$49,554)**

**MOTION SECONDED BY MEMBER WILLIAMS**

**MOTION CARRIED**

**4-0-0**

Vice Chairman Solon questioned if Mr. Kneiseisen’s level of certification fits the current schedule needs or if there would be a gap. Assistant Superintendent Bergskaug stated he holds the chemistry endorsement and is

very interested. He will be sent to the AP chemistry teacher's institute this summer. Asked if that would qualify him to teach in the coming year, she stated it would.

Superintendent Corey informed the Board of his nomination of Patrick Groleau for the position of English teacher at the Hollis Brookline High School. Mr. Groleau has his bachelor's in political communication and writing from Emerson College and his masters is pending from the University of New Hampshire (expected to be received this month). He would join the district at a bachelors step 1 at a salary of \$46,016.

**MOTION BY MEMBER SOLON TO ACCEPT THE SUPERINTENDENT'S NOMINATION OF PATRICK GROLEAU FOR THE POSITION OF ENGLISH TEACHER AT THE HOLLIS BROOKLINE HIGH SCHOOL AT A BACHELORS STEP 1 AND A SALARY OF FORTY SIX THOUSAND SIXTEEN DOLLARS (\$46,016)**

**MOTION SECONDED BY MEMBER WILLIAMS**

ON THE QUESTION

Vice Chairman Solon questioned the salary being based on qualifications at the time of hire rather than the start of the school year. Superintendent Corey stated Mr. Groleau could resubmit for reconsideration once he has his degree. The district always hires the individual where they are at the time of hire. Asked what the salary would be if he qualifies at masters, Superintendent Corey stated a masters step 1 would be at a salary of \$50,587.

**MOTION CARRIED**

**4-0-0**

Superintendent Corey nominated Kathryn Ransom for the position of Special Education Administrator at the Hollis Brookline Middle School (HBMS). Ms. Ransom has her bachelor's in psychology from Emory University, her masters in developmental psych from Boston University, and her CAGS from the Southern New Hampshire University. The salary would be \$87,500. It was noted that the position at the HBMS is the 220-day position. Vice Chairman Solon questioned if the position is considered a teacher's contract and was told it is not.

**MOTION BY MEMBER SOLON TO ACCEPT THE SUPERINTENDENT'S NOMINATION OF KATHRYN RANSOM FOR THE POSITION OF SPECIAL EDUCATION ADMINISTRATOR AT THE HOLLIS BROOKLINE MIDDLE SCHOOL AT A SALARY OF EIGHTY SEVEN THOUSAND FIVE HUNDRED DOLLARS (\$87,500)**

**MOTION SECONDED BY MEMBER WILLIAMS**

**MOTION CARRIED**

**4-0-0**

Asked, Superintendent Corey stated the Certification of Advanced Graduate Studies (CAGS), with required internships, take you all the way through the position of Superintendent.

Superintendent Corey informed the viewing audience that the Brookline School District will be conducting a special district meeting on June 9<sup>th</sup> beginning at 6:30 p.m. at the Captain Samuel Douglass Academy. As the district went through the sale of the bond, bond counsel noticed what is called a procedural defect. The advertisement that went out for the January public hearing stated that we were holding the public hearing for the lease and should have stated "lease/bond". The contingency was a bond. To correct that defect, the district will conduct a special meeting, which will be in a traditional town meeting format, to decide whether to accept the procedural defect and move forward or not accept it, which would mean the bond would fail.

**APPROVAL OF MINUTES**

Hollis Brookline Cooperative School Board – **Organizational Meeting** . . . . . [April 13, 2022](#)

*The following amendment was offered:*

Page 12, Line 34; replace “5-0-0” with “4-0-0”

**MOTION BY MEMBER SOLON TO ACCEPT, AS AMENDED**  
**MOTION SECONDED BY MEMBER WILLIAMS**  
**MOTION CARRIED**  
**4-0-0**

Hollis Brookline Cooperative School Board – **2<sup>nd</sup> Non-Public** . . . . . [April 13, 2022](#)

**MOTION BY MEMBER SOLON TO ACCEPT, AS PRESENTED**  
**MOTION SECONDED BY MEMBER WILLIAMS**  
**MOTION CARRIED**  
**4-0-0**

**PUBLIC INPUT**

Chairman Deurloo Babcock noted Policy [BEDH](#), which states in part:

“ The Board will set aside 15 minutes on the agenda for citizens to address the Board.” “Individual speakers will be allotted 3 minutes per person.” “All speakers are to conduct themselves in a civil manner.”

*Chairman Deurloo Babcock opened the floor for public input at 7:06 p.m.*

No public input was offered.

*The public input period was declared closed at 7:06 p.m.*

**PRINCIPAL AND ATHLETIC REPORTS**

Tim Girzone, Principal, HBHS, highlighted items from the District Athletic Coordinator’s report, which was included as part of the [agenda](#) packet.

At the HBHS, the baseball team is tops in NHIAA Division II standings (only lost 1 game). Girls lacrosse, softball, and boys volleyball are all holding strong in the top 4 and poised for championship runs.

The unified track team hosted their first meet in almost 3 years earlier in the day.

The Booster Club recently purchased two 10’ x 20’ sideline tents that arrived and were assembled on the turf field for both the away and home benches.

The Booster Club Golf Tournament is scheduled to take place on Friday, May 27<sup>th</sup> at the Overlook Country club.

At the HBMS, 148 athletes are participating on 5 different teams. The baseball, softball, and lacrosse teams are competing against some very talented programs and are looking to make a playoff push in these last few weeks. The track program hosted one meet and participated in a number of away meets taking first as a team in all of them.

The HB Boys Lacrosse program recently sponsored events, including a car wash and dedicated game, to raise over \$3,000 to be donated to the MA/NH Chapter of the Alzheimer's Association.

Patrick West, Principal, HBMS, noted Step Up Day will be on June 14<sup>th</sup>. During the last week of school, HBMS will be hosting the traditional 8<sup>th</sup> grade Luau Dance, sending the 8<sup>th</sup> grade to Canobie Lake Park, and hosting *The Outsiders* activities for 7<sup>th</sup> grade students. On the last day of school, HBMS will host 7<sup>th</sup> and 8<sup>th</sup> grade award ceremonies.

The Chorus Concert is scheduled for Monday, June 6<sup>th</sup> at 6:30 p.m. and the band concert Wednesday, June 8<sup>th</sup> at 6:30 p.m.

Congratulated were the music students who participated in the state District Music Festival at Manchester Central High School.

Genevieve Scales was congratulated for winning not only the local Daughters of the American Revolution Essay contest, but she has now won first place at the State level competition and will be moving on to the regional level.

Career Fair is scheduled for May 19<sup>th</sup>. Approx. 30 individuals having different backgrounds and careers will participate. Some local career tech education programs will attend to discuss their CTE programs with the 8<sup>th</sup> grade students.

- Class Size Numbers

Principal West spoke of 4 sections of pre-Algebra being offered in 7<sup>th</sup> grade, which is creating some smaller sections in math 7. He spoke of being impressed by the high offerings of math in the HBMS.

The numbers in Chorus are pretty high. Sections will be adjusted. The Chorus teacher has expressed the desire for more numbers in the chorus classes as often times it is tough to find the baritones in the middle school.

He commented on the incredible class sizes noting his previous districts have sometimes had 30 students in classes. All of our classes are under 25 except for those chorus sections.

Vice Chairman Solon questioned how Algebra in 7<sup>th</sup> grade compares to Algebra in 8<sup>th</sup> grade. Assistant Superintendent Bergskaug responded the Algebra class follows the same curriculum. There is a conversation that occurs to ensure when a topic is added it is added across all of the offerings whether offered in 7<sup>th</sup> grade Algebra, 8<sup>th</sup> grade Algebra, or at the high school. Seventh grade Algebra is a little different in that it also incorporates any of the skills in 8<sup>th</sup> grade math that have not been taught. The 7<sup>th</sup> grade Algebra students did a 6<sup>th</sup>/7<sup>th</sup> combined as 6<sup>th</sup> grade students. There are a couple of topics that are just not part of any of the curriculum you are jumping over 8<sup>th</sup>, which is really a pre-Algebra class. Those are woven in, but the desire is to ensure there is consistency. The district is looking to further that consistency by having the 7<sup>th</sup> grade Algebra work alongside one of the high school Algebra teachers with the instruction.

Asked if there is an option, in the future, to have middle school Algebra and 7<sup>th</sup> and 8<sup>th</sup> grade students take it together to provide class size and scheduling flexibility, Assistant Superintendent Bergskaug remarked it is slightly different with 7<sup>th</sup> grade Algebra because you do spiral in those 8<sup>th</sup> grade standards whereas 8<sup>th</sup> grade Algebra does not. It would be in conflict with the team approach. There are reasons that would suggest it best to keep it the way it is. Some reasons in terms of class size and flexibility would suggest that we would want to go that way.

Chairman Deurloo Babcock noted, per district policy, the Board receives a preview of class sizes in May and will see actual sizes in October. The intent is for the Board and public to learn the process of how scheduling works, the efforts to predict, and the actual outcome.

Principal Girzone, HBHS, addressed items included in his report. The Instructional Practices Steering Committee met for the first time since the fall. Presentations were provided by the Advisory and Weighted vs. Unweighted sub-committees. Both sub-committees made recommendations to the Steering Committee.

With the way the Program of Studies is structured and the way the courses are built in PowerSchool, the proposal to present both the weighted and unweighted GPA on student transcripts is not possible at this point in time. It is something that would have to be revisited down the road. It would include rebuilding classes in PowerSchool to include both calculations for GPA (5.0 and 4.33 scales).

The Advisory Committee made a recommendation to the Steering Committee for a Monday Home Base Cav Block to be implemented as a first step on the advisory implementation. The Steering Committee discussed the benefits of advisory as well as the importance of timing for such a proposal to go into effect. The recommendation is that the Advisory Sub-committee bring this back, present to staff to assess and evaluate and gain input for the optimal timing of implementation.

Congratulations were extended to the 7 musicians for their excellent work at the NHMEA All State Festival that took place in April at the Performing Arts Center in Concord. Our musicians rehearsed and performed alongside the highest scoring high school musicians in the State and under the baton of several incredible directors.

The Performing Arts Department is proposing a 5-day performance trip for March 2023. This trip to New York City would be open to Honor Choir and Honors Jazz Band students and would include an opportunity to perform at Carnegie Hall with Rollo Dillworth, Andrea Ramsey, and Dr. Andre Thomas (invite only, choral), Heritage Festival (competition, Jazz Band only), work with Broadway cast members (both groups), and attend 1-2 live jazz performances (1 for both groups, 1 for band only).

The HBHS is looking to bring back Challenge Day for a Fall '22 workshop presentation. Challenge Day is a nonprofit organization committed to building empathy and compassion in our communities. This would be an optional, one day in-school "field trip", with follow up to perpetuate the message learned throughout the day, and also to help any students who may need support following the day.

A request has been received for an exchange program (in addition to the local Rotary's Foreign Exchange Student program). The request is for the HBHS to host a foreign exchange student for the 22-23 school year through The International Student Exchange (ISE) program. ISE is a certified international student exchange program in partnership with the Council on Standards for International Education Travel (CSIET). They sponsor approved students on J-1 visas through their U.S. State Department designation as a sponsor organization.

Congratulations were expressed to Brian Bumpus for being named the NHIAA DII President. He will be taking over for Kevin O'Brien from Merrimack Valley who has served in that role for the last 18 years.

Vice Chairman Solon questioned if the role of NHIAA DII President would impact the Athletic Coordinator's ability to lobby on behalf of the school should a challenge or concern come about. Superintendent Corey responded it would not. He is of the belief it would actually provide a bit more clout. If on one of the committees hearing an issue, he would recuse himself. He would represent our student(s).

Chairman Deurloo Babcock extended congratulations to the musicians and Mr. Bumpus.

Vice Chairman Solon questioned if the exchange program being listed implies status of it. Principal Girzone stated the policy provides the Board the right to approve up to three different programs. Past practice has been the Rotary program. He was putting it on the table for notification of the desire to bring back another program. Superintendent Corey stated it to have been an approved program of the district that we moved away from for a period of time.

Vice Chairman Solon questioned the procedure. Superintendent Corey stated the Board has approved the program in the past. Asked if it would be done or if it is being considered, Principal Girzone stated he would be doing it.

Principal Girzone addressed the class size information provided as part of the agenda packet. He highlighted what he felt were important decisions that were made.

In the Engineering Department, the Principals of Engineering Class is running at 13.5 students (2 sections). There are limitations in engineering with both project kits and laptops (24). Depending on the course there may be more or fewer limitations. Twenty seven is a number much too high and requiring the course to be split.

In English, there is 1 section of Advanced Writing having 13 students. Not being offered this year is journalism II. Advanced writing is one of the senior elective writing courses that will be offered. Poetry and Journalism will run all year as options along with advanced writing for the senior elective writing courses.

In the Family & Consumer Science Section, there is 1 extra section in Foods & Nutrition that is being taught by a teacher from outside of the department. The numbers are really healthy, and an opportunity exists to have someone teach one additional section there.

In the math department, the accelerated geometry has two sections at 13.5 versus one section of 27. It was pared down and is in line with the general geometry numbers that have three sections of 13. The general geometry course is on the Algebra IA and Algebra IB track for students in that line for the math sequencing.

Running Start Algebra II will have 3 sections of just over 13 and Running Start Algebra 3 with similar numbers; three sections at 14.3.

In the P.E. Department, the elective numbers are healthy. The FTEs were increased in that department. There will be two full-time teachers in P.E. Even with those, there remain the numbers to support an additional section of the Outdoor Adventures. That class will be taught by someone outside of the department.

In the Science Department, Anatomy and Physiology had 25 requests and the decision was made (State limit being 24) to have 2 sections.

Asked if the schedule will permit a section being dropped if actual enrollment drops below the State limit of 24, Principal Girzone stated the timing of things does not permit that level of flexibility.

Vice Chairman Solon asked, when bringing a staff member in to teach a class from another department, is it usually an extra class for that teacher or would they have a fewer number of classes within their own department. Principal Girzone responded he would not say one is usual, but for the two scenarios he has described, it is within their 1.0 FTE. There is another situation that will come forward that is not the same case.

With AP Environmental Science the district will run 2 sections instead of 3 at 27. There are 54 requests. Assistant Superintendent Bergskaug stated there is a requirement for 24 students in lab-based course. The likelihood that all 54 students actually would be able to obtain this on their schedule would not occur. It will naturally reduce, and based on which periods it is offered, they will self-select out. That 24 limit will be seen in place.

Principal Girzone noted there is a Special Education Case Manager who is taking on a section of Physical Science next year. With the Honors Chemistry courses a decision was made to collapse from 4 to 3 sections. That puts the numbers at about 20.

Vice Chairman Solon asked if the leave of absence for physics has been backfilled and was told it has not. The AP Environmental Science decision was a ripple effect of creating a schedule without that particular person in play as is the decision to have the Special Education Case Manager teach a section of physical science and collapsing a section of honors chemistry. Even though a different discipline within science, it is still a ripple effect from that decision within the overall department. Asked if the district continues to seek to fill that position, Assistant Superintendent Bergskaug stated the posting remains in place and she is very doubtful that it will be filled.

In the area of social studies, there was a low number (11) for one of the elective courses that will run, contemporary issues. The number of requests for Legal Studies was at 56; two sections (semester course).

In the area of visual arts, AP studio art is layered over drawing I and II. The numbers include two courses overlapped. The number of 16 students in the class includes students for both Drawing I, Drawing II and AP studio art.

Painting I and 2 is a combined course (16 students in Painting 1 and 1 student in Painting 2).

3-D Design & Sculpture is being run at 8. It is believed important to maintain programming for those who continue on their learning path in art.

In World Language, AP French will run with another lower enrollment number.

In Performing Arts, Guitar 2 has a lower enrollment number. The course has a Guitar 1 prerequisite. The numbers are anticipated to increase.

Vice Chairman Solon questioned if French IV is a pre-requisite for AP French and was told it is. Asked about the difference between French IV and Honors French IV, Assistant Superintendent Bergskaug stated there to be more depth in reading. Principal Girzone stated French IG is for students who have been on the 1, 2, 3, 4 track and are often upper classmen who are taking it, and not necessarily in preparation for the AP exam, e.g., more

cultural exposure. Honors IV that leads to 5, the track is more geared towards preparing for the senior year and AP.

Vice Chairman Solon commented language is one of the subject matters that seems to have very strong support with online learning. He questioned if there is interest in considering having a language lab type option for students who want international languages that would allow them to explore a language outside of Spanish and French. Assistant Superintendent Bergskaug stated it to be available through VLACS. Asked if there are the resources to do it inhouse, she stated there are not.

Chairman Deurloo Babcock noted AP French enrollment is a small number and, in the past, we have struggled with that. She questioned if it is an extra prep for a teacher. Principal Girzone remarked a few years back the Board approved an additional 0.4 FTE in the COOP. It was 0.2 at the HBMS and 0.2 at the HBHS with the intent of having 6 sections of French for a year at the middle school so it did not rotate between 2 and then 3. Every other year there was a cohort of students where there were only 2 sections in 7<sup>th</sup> grade. That was part of the rationale that was considered to be causing some of the lower numbers in the AP French. For the last two years, at the HBHS, they have used that additional 0.2 in Spanish. The plan will be to utilize that again next year in Spanish.

Assistant Superintendent Bergskaug noted it is the 2<sup>nd</sup> year the HBMS has run 6 sections of French. You will not see that impact a senior in AP French for another 4 years.

Member VanCoughnett commented on the large numbers for Latin. Vice Chairman Solon spoke of the possibility that offering Latin I in the lower grades (currently only 11<sup>th</sup> and 12<sup>th</sup>) could reduce the load on some of the other languages.

Member VanCoughnett remarked if you have a language student the schedule for the languages limits what they can take for everything else.

Assistant Superintendent Bergskaug noted Principal Girzone could go back to the World Language Department and ask the questions around whether requests or needs are being seen from students that we just do not currently have and if there is a desire for a Latin II or some other language course. Whether or not there is a budgeted FTE, there would be resources we would need to purchase. It would be a budgeted item that would need to be presented as curriculum that we need to then go to the Program of Studies. There is a ripple effect. That is something that can be discussed with the department in June for a potential July budget discussion. Chairman Deurloo Babcock suggested the Counseling Department be asked as well to determine if students are noting the desire for an additional language.

## **DISCUSSION**

### **- Curriculum Update**

Assistant Superintendent Bergskaug noted this time last year the discussion started by requesting teachers look at potential learning loss/gaps. They went section by section/student by student to determine what needs existed. Those were presented to the receiving teachers in the fall. They looked at the curriculum they were teaching to figure out how to spiral in and fill any potential gaps. The Board approved four early release days, which allowed them to check in on where the students were and then review the curriculum and how we need to adjust, make any formal updates and present the information in a way that is more readily accessible.

Displayed was the evidence of that work (presentation can be viewed [here](#) beginning at tape counter 2:00); the [SAU website](#) breaks down the curriculum for each building/grade level/class. Identified are each of the units, the expected learning, content objectives, and standards the work is tied to. As curriculum is a living document and might change from year to year, the standards remain the same, and the desire is to ensure the focus is towards meeting and achieving the standards.

The website identifies the learning activities that support 21<sup>st</sup> Century Learning occurring in the classroom to help students meet the standards, enrichment and expanded opportunities and remediation and intervention activities. Also listed are the resources that will be utilized.

Vice Chairman Solon questioned if it is fair to assume that a resource not identified on the list would not be used. The specific example discussed was English 10 Accel, and the response from Assistant Superintendent Bergskaug was that her instruction to teachers was to put anything in the list that could possibly be read in this course.

Asked if a staff member is permitted to instruct students; if you like this, here are some other books, the response was the here are some other books versus here is the course curriculum are very different things.

Vice Chairman Solon remarked if a student states their teacher said they should read this, it may not be that this is required for the course it may be, based on what I was asking, the teacher said here is something you might be interested in. Assistant Superintendent Bergskaug stated that to be a good distinction. Vice Chairman Solon suggested it would be useful to include in the document that students may receive suggestions or recommendations not on this list; they are not required.

Another example provided was U.S. History Grade 9. Within resources, it will state whether the resource is an article, speech, and also refers to the research component. What they have come across while vetting sites that teachers want to utilize is that many times it will indicate the need to be 18 or over to view a new site. What was really important was to ensure we are exposing students to a balanced curriculum and that multiple viewpoints are provided and shared. As a result, rather than asking for permission to utilize certain resources, the desire was to ensure that parents understood that these are all of the resources that we would like to utilize with our students in these research-based classes so that they can see the different takes on a common topic rather than just requesting some of the sites because that might seem skewed. That was for both the English Department and Social Studies.

Under the Administration tab, users can find the SAU41 District Software [List](#), which is linked in the annual registration and parents are asked to approve. The list identifies the district that utilizes a particular software, a description of the software, and provides links to the publishers website, privacy policy, and terms of use.

In addition to the licensed software list, users can view information on free tools, curricular resources, chrome extensions, and paid library databases.

Every Thursday the Data Governance Team meets and reviews any requests for technology approval, websites, licensed software, free tools, curricular resources, etc.

If there is a request that comes to the team and the belief is a similar resource exists, they may look to consolidate. This was huge during the COVID years when so many resources became available. Although very exciting, at the same time, as a parent of a student with 15 new tools, how to help the child utilize the resources became overwhelming. Taken into consideration is whether the resource is relevant to the curriculum, if the

financial resources are available to support it, is it too much for the tech team to support, and if it meets our standards for privacy in terms of use.

Vice Chairman Solon spoke of the Contemporary Issues class and questioned if it is one that would rely heavily on web-based content. Assistant Superintendent Bergskaug read the disclaimer “Contemporary Issues is a class guided by issues that are presented in the forefront of media. Content within the class will vary depending on the stories and issues that are prominent at the time of the course.” That is the point of the course.

Vice Chairman Solon remarked as it is not likely to be heavily choreographed, he wonders whether the content will be heavily web-based and was told it would be. Resources are the library databases and the district approved web sources. The standards are the same. The topic is different. Asked what the teachers are being told about how to deal with that in context of current RSA, she stated training was provided to staff and administrators on the updated RSA. Vice Chairman Solon commented it is mainly an issue of presentation more than content. Assistant Superintendent Bergskaug remarked that is why it was so important that we share the list of all of our resources that we would like to use to ensure it is balanced.

The Board spoke of being pleased with the end result and appreciation for the tremendous amount of work that went into it. Assistant Superintendent Bergskaug noted it would not have been possible without the early release time dedicated to the work. Our staff jumped at the opportunity to spend the time and really dig into this work.

Vice Chairman Solon questioned if the Compliance and Communication position is in place and was informed it is not. The position would start July 1<sup>st</sup>. He suggested one of the very early tasks for the individual be to publicize this and create YouTube tutorials on navigating through this.

***There being no objection, the Board took a five minute recess at 8:38 p.m.  
The Board reconvened at 8:43 p.m.***

- Strategic Plan Update/Portrait of an SAU 41 Graduate

Superintendent Corey stated the district has taken a strategic view of how we function; in some of the areas highlighted in the curriculum work, what has been done with the technology department, the streamlining of the business office to provide in-depth CIP plans, revenue and expense reports, and facilities updates on a regular basis, extensive work on policies and procedures, and are really at a point now where we are looking at our facilities from an instructional point of view moving forward.

Extensive time has been spent on what is termed a Portrait of a Cavalier where defined was emotionally intelligent, critical thinkers, innovators, communicators, and wanting our students to be resilient and culturally aware. That provided the jumping off point to start the next evolution of the Strategic Plan.

The agenda packet included the rough draft of an update to the Strategic Plan (Plan). It is made up of some of the same essential goals the district has had, which are critical to our mission.

What is being added are implementation goals. The Strategic Plan is being taken from an SAU document to how it impacts Hollis, Brookline, and the Hollis Brookline COOP.

SAU Goal 1- SAU 41 will strive to continuously improve each student's level of achievement and growth.

Implementation Goal 1 - The Cooperative District will ensure that curriculum/instruction and assessment are designed and delivered to enable diverse learners to achieve or exceed Hollis Brookline grade level standards.

Now that all of the coursework of curriculum has been completed, we are coming back up to a natural review cycle. Next year is math; the district will review math K-12. We hope to get into that cycle where we are taking an in-depth dive every few years on particular topics of importance.

Those were put in terms of objectives and priority areas. Goal 1 has 5 priority areas. Some have changed slightly, e.g., the present SAU Goal 4 - To ensure curriculum is delivered in accordance with diverse needs of the learning community and to meet the standards for the 21st Century learner, becomes priority area #2.

Rather than have separate goals that do not relate to each other, while under the topic of a goal, we want all of our items to focus on the same thing; either to the goal itself, to the priority area, or to the objective.

SAU Goal #2 - SAU41 will recruit, recognize, and develop the most effective personnel.

SAU Goal #3 - We will utilize appropriate technology to enhance student achievement and improve operational efficiency.

Superintendent Corey provided the example of where the district has gone during his tenure; 8 years ago, the district had computer labs and next year every student, K-12, will have their own device, the infrastructure to support that, the IT pieces around that, and how do we take that and now move to where technology is not something that exists in isolation but is a curriculum point for all areas of curriculum.

New Goal #4 - Community Relations Goal for SAU - SAU 41 will continue to foster a strong relationship with the community to foster support for school district programs, budgets and initiatives. The implementation goal is to create and maintain two-way communication among all stakeholders within the Hollis Brookline District.

SAU Goal #5 - SAU 41 will manage and keep in good repair its physical assets in order to optimize student learning.

The district is prioritizing items that have to go into the budget because they are a critical need and items that go into the CIP plan (future needs).

New SAU Goal #6 - To provide students with the opportunity to participate in a rich variety of co-curricular activities; to be mentored by knowledgeable individuals to learn the value of hard work, competition, team play/group work, individual effort, leadership, and to ensure each individual an enjoyable and rewarding educational experience.

Why it is believed that needs to become part of the overall Strategic Plan is because that really is part of our mission to promote the talents of our students.

What happens next is we go from this 40,000' view draft to talking to each of the school boards. The COOP typically meets in July to conduct a budgeting meeting. The desire is to utilize the opportunity to also focus in on the Strategic Plan and iron out areas of concern or areas where we may want to redefine. The hope would be to approve something at the SAU level in October knowing the way this is structured a district board would not need to be identical to the SAU. As an example, if test scores came back identifying a concern in reading in

Hollis or math in Brookline, we can now have a curriculum goal based on our data, but at the same time still under that overarching umbrella of the strategic plan for the SAU.

Chairman Deurloo Babcock commented under goal #6 for co-curricular opportunities, it references how we maintain and get professionals. She suggested the Board may wish to look at how to stipend those and entice folks to be involved in after-school activities; preferably our educators who are trained in how to work with students.

Vice Chairman Solon noted the extra and co-curricular stipends have been moved out of the contract.

Vice Chairman Solon questioned goal 1; how are grade level standards set and how is performance relative to the standards going to be measured and reported? A lot of references are made to wanting to benchmark and self-assess, but he is uncertain that we have a consistent method for communicating it so that we can see the progress and gaps. Superintendent Corey responded the 30,000' view will need to look at what pieces of state and local data emphasis will be placed on.

The new priority 2, which was SAU goal 4; we reference 21<sup>st</sup> Century learners. It is a term used and it has changed after the last two years. He stated the desire to understand how we are using that vision now versus how we were using it pre-pandemic.

Another question posed was with regard to SAU Goal 2 and discussion of compensation. He has concerns with anything that overlaps into Collective Bargaining Agreements being in the Plan. The Administration and staff have absolutely no control over that. Superintendent Corey remarked this is the SAU Strategic Plan, so it is also the Board's plan. Vice Chairman Solon suggested it be clearly articulated that "the Board will.....".

SAU Goal #2 includes the objective to continue teacher evaluation plan and process listed under Priority Area 3. He is of the belief evaluation should be the number 1 priority in that goal. He would find it difficult to do any of the other things until we know what our strengths and weaknesses are within our staffing.

SAU Goal #3, Priority Area 5, Support expanded opportunities for community and international learning both face-to-face and online, he would like to see be a higher priority.

For new Goal #4 it would be good to articulate that the full communities are the stakeholders.

In Goal #6; what is the value of hard work? We often say we should work smarter not harder, etc. It is important to know how to work, but hard work to him is almost like the word rigor that we use, which is inflexibility and a rigidity. He would think to work creatively. Just hard work for hard work sake, perhaps there is a value but to have that be the most important thing scares him a little.

- Parking at Hollis Brookline High School

Superintendent Corey stated he met with the Facilities Director, Principal Girzone and Officer Bergeron. The experts believe that dirt lot will need some extensive work to become a parking lot. They continue to recommend doing what he would call Phase I; square it off, dig down and put in the appropriate gravel. It would be usable as a gravel lot. It would provide for overflow parking for the future, could be opened up for baseball games, etc. The concern that was brought up was safety. We will be adding two crosswalks. The Facilities Director is investigating the new crosswalk where you push the button, and the lights all start flashing. Since COVID we have had a significant change to our parking procedures and dismissal procedures. Now that

we have the two lanes out back it is a much more regulated traffic flow, and once the buses are rolling at dismissal nobody can move out of that back parking lot.

He feels we should move forward with the parking and then a year from this summer we would be able to pave that and have a usable lot for the foreseeable future. The work on the area up near the turf field that was originally in the design will take place this summer (35-50 spaces). Asked if the spaces would be available for students, he stated they would. What is being discussed is efforts to identify students who would likely be staying during the day, e.g., athletes, so that we would not have people trying to get out of the furthest piece of the parking lot at the end of the day.

There was some concern around security. Discussions have taken place, and it is believed relatively inexpensive to add a pole in that new lot area, which will provide the cameras. That would also provide security of student vehicles during the day and a lot more monitoring of activities that occur there.

A discussion is taking place around lighting and quotes are being obtained. There are some simple fixes, e.g., the present units on the building that shine down are all equipped to add a spotlight that could be directed to the sidewalk and would provide lighting from the lower parking lots to the game field. The other piece being reviewed is additional lights on existing poles.

Vice Chairman Solon stated the big question he had is official and formal use of the dirt lot. It was news to him that we were permitting parking there. If we are, then we need to do it formally so that we do it completely. He would not want to do something because it is a good deal and then undermine it by using it prior to the work being complete and the lot properly prepared for the use.

Superintendent Corey stated he was told the only thing that may have to occur before paving over the crushed stone was regrading it, which is standard work. Vice Chairman Solon spoke of concern with drainage in that area. He would hate to put it in place and have it undermined by standing water.

Superintendent Corey stated he would check on that but is quite confident the overflow goes to the swamp and is recycled (used to water old football field and lacrosse field).

## **DELIBERATIONS**

- To see what action the Board will take regarding the request for a Hollis Brookline High School junior student, who will likely become a non-resident prior to the start of the next school year, to complete their senior year at the Hollis Brookline High School

**MOTION BY MEMBER WILLIAMS TO APPROVE THE SUPERINTENDENT'S  
RECOMMENDATION TO ALLOW A HOLLIS BROOKLINE HIGH SCHOOL JUNIOR STUDENT,  
WHO WILL LIKELY BECOME A NON-RESIDENT PRIOR TO THE START OF THE NEXT  
SCHOOL YEAR, TO COMPLETE THEIR SENIOR YEAR AT HOLLIS BROOKLINE HIGH  
SCHOOL DURING THE 2022-2023 SCHOOL YEAR AND WAIVE TUITION  
MOTION SECONDED BY MEMBER SOLON**

ON THE QUESTION

Vice Chairman Solon noted it is contingent upon the situation coming to pass. If for some reason it does not it becomes moot.

**MOTION CARRIED**

**4-0-0**

- To see what action the Board will take regarding the Appointments by the Chairman

Chairman Deurloo-Babcock stated her appointments to be as follows:

Liaison(s)

Policy Committee:	Beth Williams/Holly Deurloo Babcock/Krista Whalen
Budget Committee:	Cindy VanCoughnett
SAU 41 Budget Sub-Cmte.:	Krista Whalen
SAU 41 Policy Committee:	Cindy VanCoughnett
SAU 41 SPEC	Cindy VanCoughnett
SAU 41 Admin. Compensation:	Cindy VanCoughnett
RSEC:	Krista Whalen
Instruct. Practices Steering Cmte.:	Tom Solon/Holly Deurloo Babcock/Krista Whalen
Weighting Sub-Committee:	Elizabeth Brown/Holly Deurloo Babcock
Grading & Assessment Sub-Cmte.:	Krista Whalen/Beth Williams
Advisory Sub-Committee:	Tom Solon/Kate Stoll

**MOTION BY MEMBER WILLIAMS TO APPROVE THE APPOINTMENTS BY THE CHAIR, AS STATED**

**MOTION SECONDED BY MEMBER SOLON**

**MOTION CARRIED**

**4-0-0**

- To see what action the Board will take regarding the approval of the General Assurances for grant submissions to the Department of Education

**MOTION BY MEMBER WILLIAMS TO AUTHORIZE THE BOARD CHAIRMAN TO REPRESENT THE SCHOOL BOARD, AND ACKNOWLEDGE THAT THE SUPERINTENDENT HAS CONSULTED WITH ALL MEMBERS OF THE SCHOOL BOARD, IN FURTHERANCE OF THE SCHOOL BOARD'S OBLIGATIONS, INCLUDING THOSE ENUMERATED IN [RSA 189:1-A](#), AND PURSUANT TO THE SCHOOL BOARD'S OVERSIGHT OF FEDERAL FUNDS THE DISTRICT WILL BE RECEIVING AND OF THE GENERAL ASSURANCES, REQUIREMENTS AND DEFINITIONS FOR PARTICIPATION IN SAID FEDERAL PROGRAMS**

**MOTION SECONDED BY MEMBER SOLON**

**MOTION CARRIED**

**4-0-0**

- To see what action the Board will take regarding the Superintendent's recommendation for administrative compensation

**MOTION BY MEMBER SOLON TO SUPPORT THE SUPERINTENDENT'S RECOMMENDATION FOR ADMINISTRATION AND NON-UNION EMPLOYEES**

**MOTION SECONDED BY MEMBER WILLIAMS**

**MOTION CARRIED**

**4-0-0**

- To see what action the Board will take regarding the approval of the capital lease recommended by lease/bond counsel

**RESOLUTION TO AUTHORIZE \$2,886,491 LEASE PURCHASE FINANCING OF ENERGY EFFICIENT HEATING AND COOLING EQUIPMENT AT HOLLIS BROOKLINE HIGH SCHOOL**

The School Board of the Hollis/Brookline Cooperative School District (the "District") hereby resolves as follows:

1. That, pursuant to RSA 33:7-e and all other applicable law and voter approval of Article 1 of the Hollis/Brookline Cooperative School District Warrant at the Annual Meeting held March 15, 2022, the Superintendent of Schools (the "Superintendent") is authorized to enter into an agreement with Energy Efficient Investments, Inc., or one of its business units for the acquisition and installation of energy efficient heating and cooling equipment at Hollis Brookline High School (the "Equipment") at a cost not to exceed \$2,886,491.00, and any such prior action is ratified and confirmed;
2. That the Superintendent and Business Administrator, acting singly, are authorized to execute and deliver an acceptance of a proposal by Banc of America Public Capital Corp, dated April 18, 2022, for Bank of America National Association or its affiliate or designee ("BANA") to provide tax-exempt lease purchase financing in the estimated principal amount of \$2,886,491.00 (the "Bank Proposal"), which acceptance shall be on such terms, including amendments thereto, and in such form as the Superintendent or Business Administrator may approve, said approval to be conclusively evidenced by the execution and delivery thereof, and any such prior action by the Superintendent or Business Administrator is hereby ratified and confirmed;
3. That pursuant to RSA 33:7-e and all other applicable law and voter approval of Article 1 of the Hollis/Brookline Cooperative School District Warrant at the Annual Meeting held March 15, 2022, the Superintendent in the name and on behalf of the District (the "Lessee") is authorized to execute and deliver a tax-exempt lease purchase agreement with BANA to provide lease purchase financing in a principal amount not to exceed \$2,886,491.00 to fund the Equipment, on such terms and in such form as the Superintendent may approve, such approval to be conclusively evidenced by the execution and delivery thereof, and which terms shall be substantially on the terms set forth in the Bank Proposal (the "Lease");
4. That to the extent not inconsistent with this Resolution and the Bank Proposal, the Superintendent is authorized to select such date(s), maturity(ies), denomination(s), interest rate(s), place(s) of payment, form(s) and other details of the Lease as the Superintendent may approve, said approval to be conclusively evidenced by the execution and delivery thereof;

5. That the Superintendent is authorized to covenant on behalf of the Lessee that (i) no part of the proceeds of the Lease shall be used, directly or indirectly, to acquire any securities and obligations, the acquisition of which would cause the Lease to be an “arbitrage bond” within the meaning of Section 148 of the Internal Revenue Code of 1986, as amended, (the “Code”), and (ii) the proceeds of the Lease and the Equipment financed by the Lease shall not be used in a manner that would cause the Lease to be a “private activity bond” within the meaning of Section 141 of the Code;
6. That the Superintendent is authorized to covenant on behalf of the Lessee to file any information report and pay any rebate due to the United States in connection with the issuance of the Lease;
7. That the Superintendent is authorized to execute and deliver such tax certificates, arbitrage and use of proceeds certificates, and other documents and certificates as may, in the Superintendent’s opinion, be necessary or convenient to effect the transactions herein authorized, to be in such form not inconsistent with this Resolution as the Superintendent may approve, said approval to be conclusively evidenced by the execution and delivery thereof;
8. That the Superintendent is authorized to designate the Lease as a qualified tax-exempt obligation within the meaning of Section 265(b)(3) of the Code;
9. That the Superintendent is authorized to execute and deliver escrow agreements with BANA or its nominee (the “Lessor”), and Webster Bank or other mutually acceptable escrow agent (the “Escrow Agent”) to hold funds in an escrow account (the “Escrow Account”) with the Escrow Agent pending disbursement for the Equipment (the “Escrow Agreement”), said Escrow Agreement to be on such terms not inconsistent with the Bank Proposal as the Superintendent may approve, including without limitation a provision granting the Lessor a security interest in the Escrow Account, said approval to be conclusively evidenced by the execution and delivery thereof;
10. That the Superintendent is authorized to covenant, certify and agree, on behalf of the Lessee, for the benefit of the Lessor, that the Lessee will file any required reports, make any annual financial or material event disclosure, and take any other action that may be necessary to ensure the disclosure requirements imposed by Rule 15c2-12 of the Securities and Exchange Commission, to the extent applicable, are met;
11. That the Superintendent and other appropriate officials of the Lessee, acting singly, are authorized to execute and deliver on behalf of the Lessee such security agreements, UCC-1 financing statements, fixture filings, and other documents and certificates as may be required in connection with the Lease and the Escrow Agreement;
12. That the Superintendent and other proper officials of the Lessee, acting singly, are authorized and empowered in its name and on its behalf to do or cause to do all such other acts and things as may be necessary or desirable in order to effect the sale and delivery of the Lease and the Escrow Agreement in accordance herewith;
13. That if the Superintendent or any other officer or official of the Lessee is for any reason unavailable to, as applicable, approve, execute or attest the Lease and the Escrow Agreement, or any related financing documents, the person or persons acting in any such capacity, whether as an assistant, a deputy or otherwise, is authorized to act for such official with the same force and effect as if such official had herself/himself performed such act; and

14. That an attested copy of this Resolution be included with the minutes of this meeting.

**MOTION BY MEMBER DEURLOO BABCOCK THAT THE RESOLUTION ENTITLED, “RESOLUTION TO AUTHORIZE \$2,886,491 LEASE PURCHASE FINANCING OF ENERGY EFFICIENT HEATING AND COOLING EQUIPMENT AT HOLLIS BROOKLINE HIGH SCHOOL,” BE APPROVED IN FORM PRESENTED TO THIS MEETING AND THAT AN ATTESTED COPY OF SAID RESOLUTION BE INCLUDED WITH THE MINUTES OF THIS MEETING  
MOTION SECONDED BY MEMBER WILLIAMS**

ON THE QUESTION

Vice Chairman Solon questioned if the interest rate has been impacted (lost). Superintendent Corey stated it has not. With the signatures of the Board members present, the attested version of the Resolution will go into the minutes. The District Clerk will sign the Resolution as well.

**MOTION CARRIED**

**4-0-0**

**MOTION BY MEMBER WILLIAMS TO TAKE FROM THE TABLE POLICIES BCA, DFA, ACE, IHAM, KEC, AND AC**

**MOTION SECONDED BY MEMBER SOLON**

**MOTION CARRIED**

**4-0-0**

- To see what action the Board will take regarding policy **BCA** – Board Member Code of Ethics  
- *Tabled 4-16-22*

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

**MOTION SECONDED BY MEMBER VANCOUGHNETT**

ON THE QUESTION

Vice Chairman Solon noted the last line of the policy states “Board members will not have any discussions, including email, which affect policy or decision making outside of a Board meeting.” He suggested the policy be amended to include “and texts” following “email”.

Superintendent Corey suggested the policy be approved in its current form, and that the Policy Committee review it to consider changing the language to “electronic communications”.

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

Yea: Beth Janine Williams, Tom Solon, Holly Deurloo Babcock, Cindy VanCoughnett

4

Nay:

0

**MOTION CARRIED**

- To see what action the Board will take regarding policy **DFA** – Investments
  - *Tabled 4-16-22*

*The Board was informed of the State requirement to review the policy on a yearly basis. The intent is to provide an opportunity, at least yearly, to consider investments. In large districts that receive tax dollars in a single transfer, there may be a decision to invest as a means of generating revenue. As identified within the current policy, the School District Treasurer working in conjunction with the Superintendent and his/her designee and pursuant to RSA [197:23-a](#), is authorized to invest the funds of the District subject to specified objectives and standards of care.*

**MOTION BY MEMBER SOLON TO ADOPT POLICY DFA - INVESTMENTS**

**MOTION SECONDED BY MEMBER WILLIAMS**

**MOTION CARRIED**

**4-0-0**

- To see what action the Board will take regarding policy **ACE** – Procedural Safeguards Non- Discrimination on the Basis of Handicap/Disability
  - *1<sup>st</sup> Reading 2-16-22*
  - *Tabled 4-16-22*
  - Given its second reading;*

**MOTION BY MEMBER WILLIAMS TO ACCEPT THE SECOND READING, WAIVE THE THIRD, AND ADOPT POLICY ACE – PROCEDURAL SAFEGUARDS NON-DISCRIMINATION ON THE BASIS OF HANDICAP/DISABILITY, AS PRESENTED**

**MOTION SECONDED BY MEMBER SOLON**

ON THE QUESTION

Vice Chairman Solon questioned if AC-E differs from ACE and where that is located. Assistant Superintendent Bergskaug stated it to be a listing of individuals associated with the various contact roles. The list within ACE identifies the roles, and AC-E lists the specific individuals filling those roles.

The question was asked of including information (link, etc.) within the policy that directs individuals to AC-E. Assistant Superintendent Bergskaug noted the information is included in the handbook.

**MOTION CARRIED**

**4-0-0**

- To see what action the Board will take regarding policy **IHAM** - Health Education and Exemption from Instruction
  - *Tabled 4-16-22*
  - Given its first reading;*

**MOTION BY MEMBER WILLIAMS TO ACCEPT THE FIRST READING OF POLICY IHAM - HEALTH EDUCATION AND EXEMPTION FROM INSTRUCTION, AS PRESENTED**

**MOTION SECONDED BY MEMBER SOLON**

ON THE QUESTION

Added was language regarding the two week advance notice. Asked if the word affirmative is used in the RSA, Assistant Superintendent Bergskaug stated her belief it was a recommendation of a committee member.

The suggestion was that the language be referred back to Policy Committee.

**MOTION CARRIED**

**4-0-0**

- To see what action the Board will take regarding policy **KEC** - Policy of Reconsideration of Instructional Materials
  - *Tabled 4-16-22*
  - Given its first reading;*

**MOTION BY MEMBER WILLIAMS TO ACCEPT THE FIRST READING OF POLICY KEC - RECONSIDERATION OF INSTRUCTIONAL MATERIALS, AS PRESENTED  
MOTION SECONDED BY MEMBER SOLON**

ON THE QUESTION

Chairman Deurloo Babcock noted the use of the form is obsolete and reference not necessary. The requests for reconsideration are now considered to be in writing.

**MOTION CARRIED**

**4-0-0**

- To see what action the Board will take regarding policy **AC** - Non-Discrimination, Equal Opportunity Employment and District Anti-Discrimination Plan
  - 1<sup>st</sup> reading 1-19-22
  - 2<sup>nd</sup> Reading 2-16-22
  - *Tabled 4-16-22**Given its third reading;*

**MOTION BY MEMBER WILLIAMS TO ACCEPT THE THIRD READING AND ADOPT POLICY AC - NON-DISCRIMINATION, EQUAL OPPORTUNITY EMPLOYMENT AND DISTRICT ANTI-DISCRIMINATION PLAN  
MOTION SECONDED BY MEMBER SOLON**

ON THE QUESTION

Vice Chairman Solon questioned if this references AC-E and was told it does. He suggested if an appendix to the policy he would like to have it also in the directory that is on the website. Member Williams noted the need to differentiate that AC-E is not a policy. Assistant Superintendent Bergskaug stated it would go out in multiple places. Asked how it would be titled in other locations, she stated there to be a name such as responsible individuals, etc. Vice Chairman Solon suggested whatever the reference is that it be identified here so that if someone were to do a website search, they would reach it.

**MOTION CARRIED**

**4-0-0**

**REPORT OUT BY PROCESS OBSERVER**

Member VanCoughnett remarked on the amount of information that was presented and thanked Assistant Superintendent Bergskaug and Principal Girzone for their work on the projects presented.

**ADJOURNMENT**

**MOTION BY MEMBER WILLIAMS TO ADJOURN**

**SECONDED BY MEMBER SOLON**

**MOTION CARRIED**

**4-0-0**

*The May 18, 2022 meeting of the Hollis Brookline Cooperative School Board was adjourned at 9:31 p.m.*

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

Revised

May 18, 2022

**MOTION:** I move that the Resolution entitled, "Resolution to Authorize \$2,886,491 Lease Purchase Financing of Energy Efficient Heating and Cooling Equipment at Hollis Brookline High School," be approved in form presented to this meeting and that an attested copy of said Resolution be included with the minutes of this meeting.

**RESOLUTION TO AUTHORIZE \$2,886,491 LEASE PURCHASE FINANCING OF  
ENERGY EFFICIENT HEATING AND COOLING EQUIPMENT AT HOLLIS  
BROOKLINE HIGH SCHOOL**

The School Board of the Hollis/Brookline Cooperative School District (the "District") hereby resolves as follows:

1. That, pursuant to RSA 33:7-e and all other applicable law and voter approval of Article 1 of the Hollis/Brookline Cooperative School District Warrant at the Annual Meeting held March 15, 2022, the Superintendent of Schools (the "Superintendent") is authorized to enter into an agreement with Energy Efficient Investments, Inc., or one of its business units for the acquisition and installation of energy efficient heating and cooling equipment at Hollis Brookline High School (the "Equipment") at a cost not to exceed \$2,886,491.00, and any such prior action is ratified and confirmed;
2. That the Superintendent and Business Administrator, acting singly, are authorized to execute and deliver an acceptance of a proposal by Banc of America Public Capital Corp, dated April 18, 2022, for Bank of America, National Association or its affiliate or designee ("BANA") to provide tax-exempt lease purchase financing in the estimated principal amount of \$2,886,491.00 (the "Bank Proposal"), which acceptance shall be on such terms, including amendments thereto, and in such form as the Superintendent or Business Administrator may approve, said approval to be conclusively evidenced by the execution and delivery thereof, and any such prior action by the Superintendent or Business Administrator is hereby ratified and confirmed;
3. That pursuant to RSA 33:7-e and all other applicable law and voter approval of Article 1 of the Hollis/Brookline Cooperative School District Warrant at the Annual Meeting held March 15, 2022, the Superintendent in the name and on behalf of the District (the "Lessee") is authorized to execute and deliver a tax-exempt lease purchase agreement with BANA to provide lease purchase financing in a principal amount not to exceed \$2,886,491.00 to fund the Equipment, on such terms and in such form as the Superintendent may approve, such approval to be conclusively evidenced by the execution and delivery thereof, and which terms shall be substantially on the terms set forth in the Bank Proposal (the "Lease");
4. That to the extent not inconsistent with this Resolution and the Bank Proposal, the Superintendent is authorized to select such date(s), maturity(ies), denomination(s), interest rate(s), place(s) of payment, form(s) and other details of the Lease as the

- Superintendent may approve, said approval to be conclusively evidenced by the execution and delivery thereof;
5. That the Superintendent is authorized to covenant on behalf of the Lessee that (i) no part of the proceeds of the Lease shall be used, directly or indirectly, to acquire any securities and obligations, the acquisition of which would cause the Lease to be an "arbitrage bond" within the meaning of Section 148 of the Internal Revenue Code of 1986, as amended, (the "Code"), and (ii) the proceeds of the Lease and the Equipment financed by the Lease shall not be used in a manner that would cause the Lease to be a "private activity bond" within the meaning of Section 141 of the Code;
  6. That the Superintendent is authorized to covenant on behalf of the Lessee to file any information report and pay any rebate due to the United States in connection with the issuance of the Lease;
  7. That the Superintendent is authorized to execute and deliver such tax certificates, arbitrage and use of proceeds certificates, and other documents and certificates as may, in the Superintendent's opinion, be necessary or convenient to effect the transactions herein authorized, to be in such form not inconsistent with this Resolution as the Superintendent may approve, said approval to be conclusively evidenced by the execution and delivery thereof;
  8. That the Superintendent is authorized to designate the Lease as a qualified tax-exempt obligation within the meaning of Section 265(b)(3) of the Code;
  9. That the Superintendent is authorized to execute and deliver escrow agreements with BANA or its nominee (the "Lessor"), and Webster Bank, **National Association** or other mutually acceptable escrow agent (the "Escrow Agent") to hold funds in an escrow account (the "Escrow Account") with the Escrow Agent pending disbursement for the Equipment (the "Escrow Agreement"), said Escrow Agreement to be on such terms not inconsistent with the Bank Proposal as the Superintendent may approve, including without limitation a provision granting the Lessor a security interest in the Escrow Account, said approval to be conclusively evidenced by the execution and delivery thereof;
  10. That the Superintendent is authorized to covenant, certify and agree, on behalf of the Lessee, for the benefit of the Lessor, that the Lessee will file any required reports, make any annual financial or material event disclosure, and take any other action that may be necessary to ensure the disclosure requirements imposed by Rule 15c2-12 of the Securities and Exchange Commission, to the extent applicable, are met;
  11. That the Superintendent and other appropriate officials of the Lessee, acting singly, are authorized to execute and deliver on behalf of the Lessee such security agreements, UCC1 financing statements, fixture filings, and other documents and certificates as may be required in connection with the Lease and the Escrow Agreement;

Revised

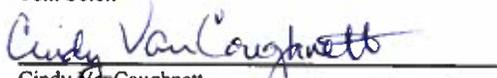
12. That the Superintendent and other proper officials of the Lessee, acting singly, are authorized and empowered in its name and on its behalf to do or cause to do all such other acts and things as may be necessary or desirable in order to effect the sale and delivery of the Lease and the Escrow Agreement in accordance herewith;
13. That if the Superintendent or any other officer or official of the Lessee is for any reason unavailable to, as applicable, approve, execute or attest the Lease and the Escrow Agreement, or any related financing documents, the person or persons acting in any such capacity, whether as an assistant, a deputy or otherwise, is authorized to act for such official with the same force and effect as if such official had herself/himself performed such act; and
14. That an attested copy of this Resolution be included with the minutes of this meeting.

  
\_\_\_\_\_  
Holly Deurloo Babcock

\_\_\_\_\_  
Elizabeth Brown

  
\_\_\_\_\_  
Tom Solon

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Kate Stoll

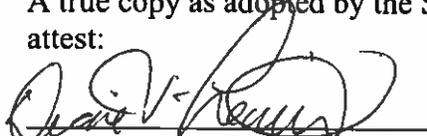
  
\_\_\_\_\_  
Cindy VanCoughnett

\_\_\_\_\_  
Krista Whalen

  
\_\_\_\_\_  
Beth Williams

A majority of the School Board of Hollis/Brookline Cooperative School District

A true copy as adopted by the School Board of Hollis/Brookline Cooperative School District,  
attest:

  
\_\_\_\_\_  
Diane Leavitt, District Clerk