

**HOLLIS SCHOOL BOARD
ORGANIZATIONAL MEETING
APRIL 7, 2021
MEETING MINUTES**

The Organizational Meeting of the Hollis School Board was conducted on Wednesday, April 7, 2021 at 6:00 p.m. at the Hollis Upper Elementary School.

Andrew Corey, Superintendent, presided:

Members of the Board Present: Brooke Arthur
 Tammy Fareed
 Amy Kellner
 Robert Mann
 Carryl Roy

Members of the Board Absent:

Also Participating: Gina Bergskaug, Asst. Superintendent of Curriculum and Instruction
 Bob Thompson, Assistant Superintendent of Student Services

ORGANIZATION OF SCHOOL BOARD

ELECTION OF OFFICERS

Superintendent Corey called for nominations for Chairman of the Hollis School Board for the 2021-2022 term.

**MEMBER MANN NOMINATED MEMBER FAREED
SECONDED BY MEMBER KELLNER**

Member Kellner spoke of how well Member Fareed has served the district and community-at-large during her tenure on the Board. She has been on the Board for several years, has served as the Chair of the SAU41 Governing Board, and has been a leader on various committees.

Members Mann and Arthur echoed the remarks. Member Arthur spoke of Member Fareed's deep experience, and her belief she will serve the Board well as its Chairman.

**VOTE ON ELECTION OF TAMMY FAREED TO THE POSITION OF CHAIRMAN OF THE
HOLLIS SCHOOL BOARD FOR THE 2021-2022 TERM
MOTION CARRIED**

4-0-1

Member Fareed Abstained

Superintendent Corey declared Tammy Fareed Chairman of the Hollis School Board for the 2021-2022 term.

Superintendent Corey stepped down and Chairman Fareed presided.

Chairman Fareed called for nominations for Vice-Chairman of the Hollis School Board for the 2021-2022 term.

**MEMBER MANN NOMINATED MEMBER KELLNER
SECONDED BY MEMBER ROY**

Chairman Fareed spoke of the remarkable work Member Kellner has done during her time on the Board. She has a fiscal background that no other member has and has done exceptional work on the Policy Committee.

Member Mann commented Member Kellner has done outstanding work on the Policy Committee and will make a great Vice Chairman.

**VOTE ON ELECTION OF AMY KELLNER TO THE POSITION OF VICE-CHAIRMAN OF THE
HOLLIS SCHOOL BOARD FOR THE 2021-2022 TERM
MOTION CARRIED
5-0-0**

Chairman Fareed declared Amy Kellner Vice-Chairman of the Hollis School Board for the 2021-2022 term.

Chairman Fareed called for nominations for Secretary of the Hollis School Board for the 2021-2022 term.

**MEMBER ROY NOMINATED MEMBER ARTHUR
SECONDED BY MEMBER KELLNER**

Member Mann spoke of the outstanding job Member Arthur has done in her role as the Board Secretary.

**VOTE ON ELECTION OF BROOKE ARTHUR TO THE POSITION OF SECRETARY OF THE
HOLLIS SCHOOL BOARD FOR THE 2021-2022 TERM
MOTION CARRIED
5-0-0**

Chairman Fareed declared Brooke Arthur Secretary of the Hollis School Board for the 2021-2022 term.

A brief discussion ensued regarding Board Liaison positions. Chairman Fareed requested members wishing to participate on a particular committee, make their wishes known prior to the next regularly scheduled meeting.

NON-PUBLIC

**MOTION BY MEMBER KELLNER THAT THE BOARD, BY ROLL CALL, GO INTO NON-PUBLIC
SESSION PURSUANT TO RSA 91-A:3 II (c) TO DISCUSS A MATTER, WHICH IF DISCUSSED IN
PUBLIC, WOULD LIKELY AFFECT ADVERSELY THE REPUTATION OF A PERSON, OTHER
THAN A MEMBER OF THE BODY OR AGENCY ITSELF
MOTION SECONDED BY MEMBER MANN**

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

Yea: Carryl Roy, Brooke Arthur, Amy Kellner, Tammy Fareed, Robert Mann

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Nay:

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MOTION CARRIED

The Board went into non-public session at 6:05 p.m.

The Board came out of non-public session at 6:14 p.m.

There being no objection, the Board went out of the regular order of business to take up deliberation on the Administration's recommendations regarding teacher nominations.

- To see what action the Board will take regarding the Administrations recommendations regarding teacher nominations

MOTION BY MEMBER KELLNER TO ACCEPT THE ADMINISTRATION'S RECOMMENDATIONS FOR TEACHER NOMINATIONS, AS PRESENTED

MOTION SECONDED BY MEMBER ROY

MOTION CARRIED

5-0-0

The Board returned to the regular order of business.

AGENDA ADJUSTMENTS

Public input was inadvertently omitted from the agenda. A request was made to amend the agenda to include public input following agenda adjustments.

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

PUBLIC INPUT - None

CORRESPONDENCE/RESIGNATIONS/NOMINATIONS

Superintendent Corey spoke of the second vaccination clinic scheduled for April 13th and 14th. Questions have been posed around opening schools the day following the vaccine given concern for the potential of reactions and the possibility staff members could be out. After discussion with a number of districts that have gone through the process, it is believed the district can proceed forward. Should a significant number of staff be impacted, there is the ability to post the day as a snow day. Families will be informed of the possibility. Should the need arise, notification would go out via alerts, posting on social media, etc. It is hoped that will not be necessary.

Superintendent Corey spoke of an upswing being seen in the number of cases resulting from gatherings over the Easter holiday. He stressed, although notices may indicate several cases, there are times when that is the result of multiple students in a single family. If a family member tests positive, there is the need for the remaining family members to quarantine. The expectation is that the numbers will trend down again. However, it would not be a surprise should the numbers increase following April vacation.

The Administration is in discussions regarding the last day of school. Being considered is Friday, June 18th. A definitive date will be provided for the May meeting.

Superintendent Corey spoke of the DEI flyer received. He wished for the community to know that flyer did not come from either of the school boards or the SAU. A citizen group has put the information out in connection with the petition warrant article. The article itself is advisory in nature, and there is no legally binding aspect of it.

Superintendent Corey stated the desire to utilize time during an upcoming meeting to walk the Board through the work of the Diversity, Equity, and Inclusion (DEI) Advisory Committee including the statements the Committee has drafted to explain what it means to the student. We are not looking to change curriculum. He expressed the desire for the community to understand neither the Superintendent, Assistant Superintendents, nor Principals can change curriculum. Any recommendations of the Administration would come before the School Board. The School Board would have to be supportive of any change to the curriculum.

Member Roy commented on the level of gratitude that was expressed by the individuals who were able to receive the vaccine at the recent clinic. She thanked the volunteers who worked to make it happen.

...the audio was inaudible through a portion of this discussion...

Member Mann commented on the work of the DEI Advisory Committee. This issue has been a topic of discussion for several months and has created a great deal of discussion in the region around where the work is heading. A special meeting would allow the Board the opportunity to receive input from the public outside of the time constraints of a regular meeting.

The Board discussed the particulars around conducting a special meeting, e.g., best location to ensure accessibility, social distancing, etc.

Member Mann remarked conducting a special meeting is important to be able to lay to rest this idea of curriculum changes. Whatever the national discussion, we know of one specific item that has been a focus. He suggested the Board clearly identify the purpose and structure of the special meeting to keep it focused and look to avoid the discussion moving in the direction of some other national initiative. We can present the history behind the effort, speak of some of the work done by the Committee, and let people understand, from a Board perspective, we are at square one with this effort.

Chairman Fareed stated the desire to stay within the structural norms of how the Board's meetings are conducted. Over the years she has been made aware that there are many in the community who do not have a clear understanding of what falls within the purview of the Board and Administration with respect to State law, etc. If able to spend a little time discussing what the operational limits are, it might help shape the direction of the discussion.

Superintendent Corey requested Board members forward to him questions that have been posed to them individually so that a question/answer document could be included in the agenda packet for a special meeting. There is no funding in the FY22 budget for DEI. If taking any action, a request would have to be put before the Board for funding. There is no intention of changing curriculum. Some of the large worries that are out in the community are not associated with Hollis, NH and DEI.

Noting this will be the end of his 7th year in the SAU, Superintendent Corey remarked, we have a very strong curriculum and very good school systems. He is not looking to diverge from that. He is looking to make potential enhancements based on comments that families have provided. The meeting should have a set start and definitive end time. The Chairman can set the parameters of how the meeting will be run, e.g., amount of time provided each speaker. He would like to answer as many questions as possible and get that information out to the community. The Board and Administration have worked hard to gain the trust of the community and he has no intent of jeopardizing that trust.

When asked if the other boards would conduct similar meetings, Superintendent Corey stated his belief the Brookline School Board would likely utilize time during a regular meeting. At this time, the COOP School Board is looking forward to Saturday’s Annual Meeting and understanding the results of the Petition Warrant Article.

Superintendent Corey stressed the importance of relaying to the community that some of the things being raised are not the intent of this Administration and certainly not the intent of the school boards. Member Arthur asked for clarification remarks made earlier were that the Administration supports the right of citizens to come forward with a petition warrant article, and not that the Administration is specifically in support of the article. Superintendent Corey stated the Administration supports the New Hampshire tradition of a citizen petition for any article that 25 citizens want to bring forward.

Chairman Fareed suggested she and Superintendent Corey discuss opportunities for a date to conduct a special meeting and relay that information to the Board.

APPROVAL OF MINUTES

Hollis School Board [January 6, 2021](#)

The following amendments were offered:

- Page 3, Lines 45-46; replace “fold the scheduled in on” with “work the schedule around”
- Page 4, Line 45; replace “don” with “do”
- Page 4, Line 48; replace “of” with “with”
- Page 7, Line 28; insert “The question was” before “asked”
- Page 8, Line 3; insert “which” following “during”
- Page 11, Line 40; insert “year” following “last”
- Page 17, Line 41; replace “scheduled” with “schedule”

**MOTION BY MEMBER ARTHUR TO ACCEPT, AS AMENDED
MOTION SECONDED BY MEMBER ROY
MOTION CARRIED
5-0-0**

Hollis School Board [February 9, 2021](#)

**MOTION BY MEMBER ARTHUR TO ACCEPT, AS PRESENTED
MOTION SECONDED BY MEMBER ROY
MOTION CARRIED
5-0-0**

Special Hollis School Board [February 23, 2021](#)

The following amendments were offered:

- Page 2, Line 28; delete “be” before “able”
- Page 4, Line 17; replace “then” with “the”
- Page 6, Line 11; insert “of” before “unmasked”
- Page 6, Line 19; capitalize “March”

**MOTION BY MEMBER ARTHUR TO ACCEPT, AS AMENDED
MOTION SECONDED BY MEMBER ROY
MOTION CARRIED
5-0-0**

PRINCIPALS’ REPORT

Chairman Fareed spoke of being excited about the Hollis Primary School (HPS) “Team Spider”. On January 13th third grade students proposed the Daring Jumping Spider (*Phidippus audax*) to be named the New Hampshire State spider to the State District Representatives.

Asked for additional information on the Hollis Upper Elementary School (HUES) “You be the Chemist” competition, Superintendent Corey spoke of it being like the math competitions where students compete in teams. He commented on the effort and creative thinking required and of the appreciation for the staff’s commitment to continue to offer such activities during this time.

On Friday, May 21st, the district will offer the 5th grade math placement test for the accelerated grade 6 offering. It will be offered in the morning for in-person students and the afternoon for remote students.

Member Arthur spoke of having seen the tents up at both schools and of how much more times students are able to spend outdoors.

Member Roy noted students are doing the Heart Kids Challenge and have until Friday to collect donations.

DISCUSSION

- FY21 Revenue & Expense Report

The agenda packet included the Revenue & Expense Report. Due to carryover from FY20 (\$73,259) the total expense balance (as of 3/24/21) is \$738,275. With a revenue balance of \$44,569, the total Unreserved Fund Balance (UFB) is \$693,706. With allocations to the Maintenance Trust (\$120,000), Building Expendable Trust (\$23,970), Special Education Trust (\$25,000), and Retained Fund Balance (\$284,000; number used is the same as last year), the projected fund balance is \$240,736. A few items will impact that balance such as open positions.

Member Mann questioned the large reduction in the Federal grant dollars for food service. Superintendent Corey stated the Federal Government is picking up food service costs. Eventually there will be a correction for that. The district has never been in the situation where the Federal Government says everybody eats for free. The Business Administrator is tracking the information. More will be known about how that will be addressed in the coming weeks.

Assistant Superintendent Bergskaug stated the district is giving the standard lunch at no cost. There are à la carte items that can be purchased, but because we are offering the free lunch (being delivered), there are not as many à la carte items being purchased.

Member Mann noted the UFB is the amount that would be returned to the general fund to offset the amount that has to be raised through taxes for the next year.

- Elementary and Secondary School Emergency Relief Fund (ESSER) – COVID-19

Superintendent Corey spoke of the Elementary and Secondary School Emergency Relief (ESSER II) Fund, which covers expenses incurred during the second half of the year (approx. \$34,000). With the recent passage of what is referred to as ESSER III, the belief is the district will receive 2.1 to 2.3 times the amount received through ESSER II. Those funds can be used up until December of 2023. The district is targeting use of those funds for learning loss. Once information is received from the Statewide Assessment System (SAS) testing and gaps identified (working with teachers as part of end-of-year work), the district will be prepared to work towards addressing any loss at the start of the new school year. At the May meeting, the Board will be provided information on opportunities that will be available over the summer months for families wishing to participate. The desire of the Administration, given the ability to utilize the funds until 2023, is to have the data and return to the Board in the fall to have informed discussions around learning loss and the strategy for addressing it.

Asked if the district is aware of educational gaps due to COVID or if suspecting there might be, Assistant Superintendent Bergskaug responded our internal assessments suggest that there are some particular smaller areas of need. One that sort of stands out is K-1 in reading. Typically, we are with those students, in person every day. Last spring we did not get that chance with all our students. This year we are doing a phenomenal job but are just noticing there are some skills we need to review and spend more time with. Work is being done to identify a multi-pronged approach to address all needs and then target certain specific needs. We could do everything we would like and be in school five days a week but must respond to the fact that students are experiencing trauma and are not able to access the content like they were 14 months ago.

- HSMART Building Project Update

The committee has met weekly. The process is a slow one. Many of the current discussions have been around the essentials being the fire sprinkler and fire alarm systems at HPS. If nothing else is accomplished this summer, those items are what is hoped for. Plans for work that could be done include upgrading the classroom ventilation units at HUES. Further review of the systems indicated the need for upgrades. All the lights have been addressed. If able to, the oil tanks will be removed from HPS. They have a shelf life, which will expire in about 3 years and are an environmental concern. During all this work, an escalation in cost is being seen, which has resulted in the need to pull back on some items. The total available funds will not go as far as had been hoped. An example provided was of the fire sprinkler. Although the exact amount is not yet known, it is believed the final cost will be \$1.3 – \$1.4 million. It had been anticipated to be at a cost of \$750,000 - \$800,000.

The building has never had a sprinkler system. It is an item that has continued to be postponed, and one believed to be needed. If putting in a new sprinkler system, the alarm panel should be done at the same time. The sprinkler system will be done. It might require repairs down the road, but the cost will have been taken on and the system will serve the facility for as long as it is open. The alarm system is coming up on 30 years old.

An example provided of some of the discussions around cost savings/avoidance was air handler 3, which is on the HUES roof. An additional inspection was conducted, and an assurance provided that stop gap measures can be utilized to provide additional useful life. There is the potential, through State infrastructure grants, that the air handler would be a reimbursable item. If we go out and do it in advance of seeking grant funding, there would be no reimbursement provided. There is a great deal of funding that has come into the State, and it is uncertain how it will be allocated.

With the potential, given open positions, etc. that the UFB could be a significant number, the question for the Board and Budget Committee would be whether to use any of those funds to finish off part of this project, e.g., remaining heat pumps at HPS, which would result in the HPS project being complete. Superintendent Corey and the Business Administrator are working on identifying available funding options to present to the Board and Budget Committee.

Superintendent Corey commented what has been an eye opener for him is the information learned through the Amherst district's recent study, which concluded that a K-5 elementary school for approximately 500 students has a \$66 million price tag. They also have the issue of those students eventually moving to their middle school, which is a \$31 million price tag.

Member Mann commented on the short period of time the summer provides for projects such as these to be completed; projects are done in phases to avoid or minimize disruption and presence during the school year. A discussion ensued regarding increased material costs and delivery times.

Member Mann spoke of air handler 3, which has been a concern for some time. He questioned if grant funding would be for mitigation or replacement of the air handler and was told it would be for replacement. Superintendent Corey commented, if State funding is not allocated to infrastructure, a piecemeal fix would be looked to and the replacement planned for through funding of the Maintenance Trust Fund. A decision could be made to utilize Retained Fund Balance. There is the potential, through utilization of some of the budgeted funds, to finish off the air source heat pumps, the sprinkler system and fire alarm (will be done), some asbestos removal at HPS, and removal of oil tanks. At HUES, once the classroom unit ventilators are done, resulting in the entire system being linked, the custodians will be able to control the system remotely. More will be known prior to the end of the school year. If for any reason the Administration does not believe it can accomplish a particular aspect of the project, they may just delay.

Chairman Fareed commented when the project was first presented to the Board and the public it was believed, by the technical people who have been working with us, that air handler 3 needed to be replaced in its entirety. As part of the process (once funding was approved), additional professionals in this field were pursued to conduct a more thorough inspection (physical access inside the system). The air handler is a giant air replacement unit located on the roof. It is a relatively simple machine and can be renovated with new parts and repairs and made to last significantly longer. It is very inefficient and expensive to run compared to new units having energy efficiency built into them, much more power, subtle controls, etc. The system handles about 25% of the air exchange in the building.

Member Mann remarked HSTEP was presented as measures to provide operating savings and higher performance. He is concerned if repair is the direction over replacement, the district may not be able to deliver on the expectation of performance. The Board could decide to allocate a portion or all the UFB to addressing air handler 3. He requested the Board consider that. It is understood additional information will be available at the May meeting.

Member Roy stated the need to treat this aspect of the project with the priority that we gave it when presenting to the citizenry when making the funding request.

Member Mann noted the way in which the warrant articles were put forward; if funding for the entirety of the project was not approved, a separate article sought funding to address air handler 3 as a priority aspect of the project.

Superintendent Corey responded there is nothing that says we must dig up the oil tank this year. If the desire is for the replacement of air handler 3 to be the priority, that information will be brought back to the HSTEP Committee next week knowing that is an item that will take time. It is months out due to the current environment (timing of delivery, etc.). He spoke of rebate dollars anticipated for the lights and monies remaining in the budget, which could be looked to.

Member Roy questioned the timeline of when potential Federal funding could be available for infrastructure projects and was told it is usually known at the close of the budget. The State budget timeline is for passage by June 30th. Superintendent Corey spoke of written communication with the Commissioner of Education who informed him the district's ESSER funds are included. The Board could decide to allocate the nearly \$70,000 of ESSER funds and include funds in the budget to address learning loss. That \$70,000 is eligible for use in addressing ventilation.

Member Mann commented as much as he appreciates the ability to return UFB to the tax base, it is a better way to allocate funds towards necessary projects rather than having a situation arise where the Board would have to put another warrant article before the voters. He believes the Board could more than justify retaining some of the balance and have an extended conversation with the Budget Committee to ensure consensus and public knowledge of the plans for moving forward.

Superintendent Corey spoke of the option of the Maintenance Trust Fund. A review can be done to determine if some of the items identified within the Capital Improvement Plan could be delayed. It may be that a variety of funding sources are utilized to ensure the replacement of the air handler is completed. He is of the opinion the community would like to have this project complete if possible. Even if the equipment is not received until the next fiscal year, if the funding is encumbered, the project could be completed.

Chairman Mann spoke of the priority associated with the sprinkler system and fire panel at HPS and the need for that work to be completed. Superintendent Corey stated that will happen. That is the highest priority. He commented one of the things that make a fire system unique in this State is you do not have water. A 30,000-gallon tank is needed to run the fire system (dedicated). There will be a new path behind the HPS playground to gain access to the new pump house for the sprinkler system.

Chairman Fareed suggested the discussion continue at a future meeting when the Board can have before it recommendations that are based on cost efficiencies and not only the public perception.

DELIBERATIONS

- To see what action the Board will take regarding the proposed 2021-2022 school calendar

**MOTION BY MEMBER KELLNER TO APPROVE THE 2021-2022 SCHOOL CALENDAR, AS PRESENTED
MOTION SECONDED BY MEMBER MANN**

ON THE QUESTION

Gina Bergskaug, Assistant Superintendent, remarked in preparing the calendar they looked to remain consistent with what is normally done; teachers return the Monday prior to Labor Day. Students return the Thursday and Friday prior to Labor Day. Moving into November, we have Veterans Day on November 11th, which is a Thursday. The thought is to put the professional development day on that Friday (November 12th) allowing families to have a four-day weekend.

Looking into December, the 24th is a Friday. Proposed is to put the 2nd professional development day on December 23rd, and just extend that December vacation a little for families. The reason she looked to December for that 2nd professional development day is if looking at February, Presidents Day is late this year, and would put our vacation for New Hampshire on the 4th Monday of February. That means the bulk of our vacation would fall in March. At times, the Administration looks at voting day (March 8th) as a professional development day; however, that would result in students having a week off, come back for one day and then have a day off. Rather than doing that, the 2nd professional development day was put in December. Being discussed is the potential for a Brookline only remote day so that students are not present when voters are.

April is typical as is May. June 10th would be the last day of preschool and June 21st for students (includes 5 snow days). June 23rd would be the last day for teachers.

Member Arthur questioned if the calendar works on the assumption that things are looking different in terms of COVID; if anything changes would the calendar be revisited?

Assistant Superintendent Bergskaug stated there may be the need to, but at this point the intent is to be fully open next year. Will things look like they did two years ago, probably not. We will probably still see masks and desks in certain arrangements, but she would imagine it would not be to the same extent that we opened this year, e.g., would not need to go through as much training for teachers to get used to the new rules and regulations.

Member Arthur commented it was the consideration of the shortened Fridays that she was questioning. Assistant Superintendent Bergskaug stated those were not on any of the calendars because it is still a school day when lunch is offered. The intent is to have full days five days a week.

Chairman Fareed commented Fridays at the High School used to be late start. She questioned if the district would return to that structure and was told that is the intent at the high school and middle school.

MOTION CARRIED

5-0-0

MOTION BY MEMBER KELLNER TO TAKE FROM THE TABLE THE POLICIES SUBMITTED BY THE POLICY COMMITTEE FOR THE JANUARY 6, 2021 MEETING

MOTION SECONDED BY MEMBER MANN

MOTION CARRIED

5-0-0

Policy EFD -Wellness

- 1st Reading: 11-4-20
- 2nd Reading: 12-2-20

Given its third Reading;

MOTION BY MEMBER KELLNER TO AMEND IN THE TITLE BY REPLACING “EFD” WITH “JLCF”, ACCEPT THE THIRD READING AND ADOPT POLICY JLCF -WELLNESS, AS AMENDED

MOTION SECONDED BY MEMBER MANN

ON THE QUESTION

Member Kellner stated the only change to the policy since the last reading is in the title. The current wellness policy is titled JLCF.

MOTION CARRIED

5-0-0

Policy DAF - Administration of Federal Grant Funds

- 1st Reading: 11-4-20
- 2nd Reading: 12-2-20

Given its third Reading;

MOTION BY MEMBER KELLNER TO ACCEPT THE THIRD READING AND ADOPT POLICY DAF - ADMINISTRATION OF FEDERAL GRANT FUNDS

MOTION SECONDED BY MEMBER ROY

ON THE QUESTION

Member Kellner stated there to have been no changes proposed since the time of the last reading.

MOTION CARRIED

5-0-0

Policy JFAA - Admission of Resident Students

- 1st Reading; 11-6-19
- 2nd Reading; 12-4-19 (as amended)
- 3rd Reading: 11-4-20 (as amended)
- Adopted: 11-4-20 (as amended)

Given its first Reading;

MOTION BY MEMBER KELLNER TO AMEND POLICY JFAA - ADMISSION OF RESIDENT STUDENTS, BY DELETING “NEW/RETURNING”, ACCEPT THE FIRST READING, WAIVE SUBSEQUENT READINGS, AND ADOPT, AS AMENDED

MOTION SECONDED BY MEMBER MANN

ON THE QUESTION

Member Kellner stated the policy was adopted on November 4, 2020. When the SAU41 website was redesigned, the section where the registration documents can be found had a title change. The section now is under quick links, student registration whereas previously it said new/returning students.

MOTION CARRIED

5-0-0

Policy EEA – Student Transportation Services

1st Reading: 11-6-19

2nd Reading: 12-4-19

3rd Reading: 11-4-20

Adopted: 11-4-20

Given its first Reading;

**MOTION BY MEMBER KELLNER TO AMEND POLICY EEA – STUDENT TRANSPORTATION SERVICES, IN SECTION “A” BY REPLACING “SUPERINTENDENT” WITH “TRANSPORTATION COMPANY UNDER THE DIRECTION OF THE SUPERINTENDENT”, IN SECTION “C” BY REPLACING “ESTABLISHED UNDER THE DIRECTION OF” WITH “REVIEWED BY”, UNDER THE HEADING OF “RESOLUTION OF CONFLICTS” BY REPLACING “BUILDING PRINCIPAL” WITH “SUPERINTENDENT” AND DELETING “AN APPEAL MAY BE MADE WITHIN FIVE DAYS TO THE SUPERINTENDENT. AS A LAST APPEAL,” AND ACCEPT THE FIRST READING, WAIVE SUBSEQUENT READINGS, AND ADOPT, AS AMENDED
MOTION SECONDED BY MEMBER MANN**

ON THE QUESTION

Member Kellner stated the policy was adopted November 4, 2020. Another look at the process was conducted based on what occurred with the new transportation company and the stated amendments recommended based on that.

Chairman Fareed stated her belief what is proposed would match the current practice.

MOTION CARRIED

5-0-0

Policy EEAA - Video and Audio Recording on School Property

- 1st Reading: 12-2-20

Given its second Reading;

**MOTION BY MEMBER KELLNER TO ACCEPT THE SECOND READING OF POLICY EEAA - VIDEO AND AUDIO RECORDING ON SCHOOL PROPERTY
MOTION SECONDED BY MEMBER MANN**

ON THE QUESTION

Member Kellner noted there to be no proposed changes since the time of the last reading. Member Mann questioned if Policy EEAA extends to recordings on buses or strictly on school property.

Chairman Fareed noted the contract with the transportation company requires certain recording devices. Chairman Mann stated his belief there is an obligation to have a policy around the recordings, etc. Assistant

Superintendent Bergskaug noted that is addressed in the transportation policy and is part of the student record, if utilized.

Member Roy commented when last reviewed, she had suggested the Board specifically state “recordings by the district” to rule out student recordings even though the students are prohibited from using their device that way. Member Kellner noted that suggestion was discussed by the Policy Committee. She may have misunderstood the original comment as she believed the request was for it to specifically state the policy was not related to individual recordings. They discussed that at the committee level, and it was felt that because they are school district policies it might not be appropriate to call that out and might open up other policies where we may also want to make that distinction.

Member Arthur commented the title is video and audio recordings. If it were video and audio surveillance, would it change anything? Member Kellner stated the last section is not surveillance, it talks about recordings of musicals, drama, etc.

Chairman Fareed questioned if there had been thought the student policy could be referenced in the policy. Member Roy stated that was discussed. She is not aware of what the school policy states. If the desire is to avoid having it called out as district recording because of implications on other policies, she would support going back to the idea of citing school policy. Chairman Fareed noted there is school policy that prohibits recording by students. She questioned if that could be referenced in here.

Member Kellner questioned if adding “by the school district” to the end of the first sentence under the section titled “Video and Audio Recordings Authorized” would address the concern. Member Roy stated her belief it would. She would also like to include reference to the student policy. Chairman Fareed suggested, if applicable, the student handbook should also be referenced.

Member Kellner stated those recommendations would be discussed at the next Policy Committee meeting.

Member Arthur questioned if Zoom was discussed as part of the policy. Member Roy stated her belief Zoom is covered by the computer use policies and agreements. There was some question around Zoom in the Room. Assistant Superintendent Bergskaug noted there to be multiple laws that address all those individual pieces. They will bring back to the Board a more polished document for the next meeting.

MOTION CARRIED

5-0-0

Policy IHAMA – Teaching About Alcohol, Drugs, and Tobacco

Given its first Reading;

**MOTION BY MEMBER KELLNER TO AMEND POLICY IHAMA – TEACHING ABOUT ALCOHOL, DRUGS, AND TOBACCO, IN ITS ENTIRETY, BY REPLACING IT WITH THE COPY PROVIDED WITH THE AGENDA AND ACCEPT THE FIRST READING, AS AMENDED
MOTION SECONDED BY MEMBER MANN**

ON THE QUESTION

Member Kellner stated the policy language was provided as part of the fall 2019 update from the New Hampshire School Board Association (NHSBA). It was revised in response to legislation that required health education around tobacco, alcohol, and drugs.

Asked if the language is verbatim to the NHSBA template, Member Kellner responded for the most part yes, but it was also reviewed by the Policy Committee to ensure it is applicable.

MOTION CARRIED

5-0-0

Policy ADC – Prohibitions Regarding Use and Possession of Tobacco Products, E-Cigarettes, and E-Liquids in and on School Facilities and Grounds

Given its first Reading;

MOTION BY MEMBER KELLNER TO AMEND POLICY ADC/GBED – IN THE TITLE AND BODY BY REPLACING IT, IN ITS ENTIRETY, WITH THE COPY PROVIDED WITH THE AGENDA, AND ACCEPT THE FIRST READING, AS AMENDED

MOTION SECONDED BY MEMBER MANN

ON THE QUESTION

Member Kellner stated the policy was reviewed in August of 2019 at which time a great deal of changes were proposed. The most recent revision expands the definition of what is a prohibited electronic device.

Member Roy noted Policy IHAMA - Teaching About Alcohol, Drugs and Tobacco, references things differently than in this policy, e.g., “e-cigarettes, liquid nicotine and like suspensions” and “e-cigarettes” and “e-liquids”. She suggested being consistent. In addition, ensure it is all encompassing.

MOTION CARRIED

5-0-0

- To see what action the Board will take regarding **Policy FAC – Rental of Property**

MOTION BY MEMBER KELLNER TO ACCEPT THE FIRST READING OF POLICY FAC – RENTAL OF PROPERTY

MOTION SECONDED BY MEMBER MANN

ON THE QUESTION

Member Kellner stated the policy to be new for the district, and one that came about based on conversations of a policy around reviewing the rental charge for 4 Lund Lane.

Member Arthur spoke of the language that states “ The Hollis School Board will complete a comparative rental analysis every three years ...” and asked if that is every 3 years from policy adoption or immediately following adoption and every 3 years thereafter. Superintendent Corey suggested adding the date the first review should take place.

Noted was that “SAU” should be in parenthesis following “School Administrative Unit”.

Chairman Mann spoke of outstanding work around a lease agreement with the other districts that would align nicely to the start of this policy. Perhaps as part of New Business at the May meeting, the Board can discuss activities relating to establishing a short-term lease agreement with the SAU Governing Board and its agents.

Asked if the lease agreement and the policy should sync up, e.g., 3-year review language, Member Mann suggested it probably should. He commented on a similar situation when there was a policy that related to teacher negotiations; when they came out of sync the question was what should be changed first; negotiate and then change the policy or the reverse. Member Roy remarked the desire would be to ensure the lease is in multiples of 3. Member Mann stated that to be his thought process should this policy remain in its current form. The Board may choose to alter that to every 4 years, 2 years, etc.

Asked if 3-year intervals was chosen for a particular reason, Assistant Superintendent Bergskaug stated legal counsel was asked for an opinion, which was discussed as a Hollis specific situation of owning rental property. The Committee worked with Superintendent Corey and the Business Administrator to identify language as a starting point for discussion. Member Arthur commented on the length of time the review will take to conduct. Member Roy remarked perhaps the language should not state that a review will begin every 3 years but that it needs to be completed by a date. Chairman Fareed commented the language could be similar to “no less than every 3 years” or something similar. Member Mann suggested there is also the opportunity to include language within the lease agreement that permits the district to alter the rent within a certain guided amount, which could take the pressure off the synchronization with the policy.

MOTION CARRIED

5-0-0

- To see what action the Board will take regarding a policy review to be conducted by the NHSBA

MOTION BY MEMBER KELLNER TO REQUEST THE NEW HAMPSHIRE SCHOOL BOARD ASSOCIATION CONDUCT A POLICY MANUAL REVIEW AT A COST OF ONE THOUSAND FIVE HUNDRED DOLLARS (\$1,500). FUNDS ARE AVAILABLE IN THE GENERAL OPERATING BUDGET

MOTION SECONDED BY MEMBER MANN

ON THE QUESTION

Asked what is precipitating this review at this time, Superintendent Corey responded this was done approximately 5 years ago. Numerous policies are handed down from the State, and this review would provide a fresh set of eyes to review the policy manuals (\$1,500 per district). The total cost is \$5,000 to conduct a review of all policies within the SAU. The Hollis School District portion of the cost is \$1,500. One of the things the Board had talked about during his evaluation was the strategic piece of being able to have this in front of us and now have a clear direction of what we need to get done in policy.

It will provide the Policy Committee clear direction, and it is not a direction for a single year, it would be how to tackle this over the next 3-5 years. Several years back, our policy books needed some work, and emphasis was put on that work. Over the last few years Assistant Superintendent Bergskaug has been the consistent set of eyes on policy across the SAU. We believe we are in good shape; however, would like to understand that is the case.

Asked if this review would also encompass the SAU41 Governing Board policies, Superintendent Corey stated it would. Asked when this review would occur, Superintendent Corey stated, once approved by all districts, the Administration will reach out to the NHSBA and identify a date. The hope is that it could be started in the fall.

Member Arthur questioned if the document that is created through this review would become a public document. Superintendent Corey stated it would be provided the SAU and would be brought to the policy committee. It is absolutely a public document. It is an internal operational piece that will be shared with the

members of the Policy Committee. When we bring the policy back to the Board it would be because the NHSBA's review indicated the need to.

MOTION CARRIED

5-0-0

Superintendent Corey questioned, and the consensus of the Board was for existing Signers of the Manifests to continue until new appointments are approved.

ADJOURNMENT

MOTION BY MEMBER MANN TO ADJOURN

MOTION SECONDED BY MEMBER ROY

MOTION CARRIED

5-0-0

The April 7, 2021 Reorganization Meeting of the Hollis School Board was adjourned at 7:50 p.m.

Date _____ Signed _____