

**HOLLIS SCHOOL BOARD
FEBRUARY 6, 2018
MEETING MINUTES**

A regular meeting of the Hollis School Board was conducted on Tuesday, February 6, 2018 at 6:08 p.m. at the Hollis Town Hall.

Chairman Robert Mann presided:

Members of the Board Present: Tammy Fareed, Vice Chairman
 Michelle St. John, Secretary
 Laurie Miller

Members of the Board Absent: Tom Enright

Also in Attendance: Gina Bergskaug, Assistant Superintendent
 Kelly Seeley, Business Administrator
 Kristen Maher, Assistant Business Administrator

AGENDA ADJUSTMENTS

A request was made to amend the agenda to include deliberation of the Resolutions for participation in the Primex Property & Liability Contribution Assurance Program (CAP) and Workers' Compensation Contribution Assurance Program (CAP).

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

APPROVAL OF MEETING MINUTES

Hollis School Board January 3, 2018

The following amendments were offered:

Page 2, Lines 23 & 24; replace "HSD" with "HDC"

MOTION BY MEMBER MILLER TO ACCEPT, AS AMENDED
MOTION SECONDED BY MEMBER ST. JOHN
MOTION CARRIED
4-0-0

Hollis School Board - **Special** January 9, 2018

MOTION BY MEMBER MILLER TO ACCEPT AS PRESENTED
MOTION SECONDED BY MEMBER ST. JOHN
MOTION CARRIED
4-0-0

NOMINATIONS / RESIGNATIONS / CORRESPONDENCE - None

DISCUSSION

- Update on the Hollis Schools Thermal Electric Project (HSTEP)

Vice Chairman Fareed stated the interface for the students, teachers, and public with the solar system is in place and being used. She spoke of having seen students in the parking lot at the Hollis Upper Elementary School (HUES) doing math. They are already actively engaged in the education piece. She advised the Board the phase we are in for the coming summer; architectural and related wrapping of the building, has always been one with trepidations on the technology that is going to be required. Construction costs will be very high. Everyone involved is working very hard to figure out a way to come in at or below budget. She spoke of having attended a meeting of the Historic District Commission (HDC) during which they discussed color scheme, etc. and sought feedback. The Commission was appreciative of that opportunity.

Chairman Mann stated his expectation, at some future point, the HSTEP will come before the Board with recommendations for materials, etc.

- Principals' Report

Assistant Superintendent Bergskaug commented HUES has experienced instances of frozen pipes but has managed those situations well.

With the flu season upon us, extra attention is being paid to cleaning surfaces.

This week is STEM week at the Hollis Primary School (HPS).

Brenda Nickerson is New Hampshire's grades 6-8 VFW Teacher of the Year.

Enrollment continues to increase with 3 new students at HPS and 1 at HUES. When asked, Assistant Superintendent Bergskaug stated according to NESDEC projections we are on the rise, according to home sales, we are on the rise. Historically, increases in enrollments are seen over the summer.

Ms. St. John asked for additional clarification on the last paragraph in the Principals' report around the professional development being a part of HUES' goals of becoming a model school with NWEA where they partner with them to build best practices. Assistant Superintendent Bergskaug responded a team from NWEA visited HUES to provide learning opportunities for members of all four of the SAU41 elementary schools. Because HUES utilizes the data from NWEA so carefully and looks at grouping students to best meet their needs in the moment, they wanted to kick off their professional development at HUES. They looked at how we build on existing assessment practices and do more formative assessments in the classroom tailored into the lesson, e.g., in the moment, how can the teacher adjust what he/she is doing to meet the needs, perhaps change groups within existing classrooms to gain quick feedback on if a lesson is working, etc.

Ms. St. John questioned why that professional development was free, and asked for additional information on a model school.

Assistant Superintendent Bergskaug reiterated teachers have done a good deal of work utilizing the NWEA as a component of the flexible grouping. That poses challenges because the students switch groups for math, which requires the teacher to let go of some of their students and switch and take on new students. That is a little bit beyond the comfort zone, but our teachers have bought into it and are invested in it. When NWEA visited in the spring they were very impressed with the model and its full working order. They wanted to come back as they felt that HUES was a model school. Ms. St. John questioned how this impacts students that test poorly or whose families opt out of testing. Assistant Superintendent Bergskaug stated it is a piece of the data utilized, and teachers try and triangulate the data with classroom assessments, etc. The ability to make decisions with data you are gaining in the moment is what makes HUES a model school. She stated the conversation could be continued.

Chairman Mann commented on the frozen pipes at HUES. He requested Vice Chairman Fareed query the consultants to see if this might be related to an insulation issue that could be addressed. Vice Chairman Fareed commented the work at HUES is mostly complete, and if there is a problem, that needs to be understood. Ms. Miller stated there to be leaking from the ventilation system.

RECESS

MOTION BY MEMBER MILLER THAT THE BOARD RECESS UNTIL THE CONCLUSION OF THE PUBLIC HEARING ON THE PROPOSED FY19 BUDGET

MOTION SECONDED BY MEMBER ST. JOHN

MOTION CARRIED

4-0-0

The Board recessed at 6:24 p.m.

The Board reconvened at 8:08 p.m.

DELIBERATIONS

- To see what action the Board will take regarding the proposed Warrant Articles

Article 1

To see if the school district will vote to approve the cost items for the one-year collective bargaining agreement reached between the Hollis School Board and the Hollis Education Support Staff Association for the 2018-19 school year, which calls for the following increases in support staff salaries and benefits at the current staffing levels:

Fiscal Year Estimated Increase	2018-19	\$50,486
---------------------------------------	----------------	-----------------

and further to raise and appropriate the sum of **\$50,486** for the fiscal year, such sum representing the negotiated increase over the 2017-18 salaries and fringe benefits.

MOTION BY MEMBER MILLER TO RECOMMEND ARTICLE 1 AS PRESENTED

MOTION SECONDED BY MEMBER ST. JOHN

MOTION CARRIED

4-0-0

Article 2

Shall the District vote to raise and appropriate the sum of **\$481,112** as the Hollis School District's portion of the SAU budget of \$1,577,723 for the forthcoming fiscal year? This year's adjusted budget of \$1,543,057 with \$472,511 assigned to the school budget of this school district will be adopted if the article does not receive a majority vote of all the school district voters voting in this school administrative unit.

MOTION BY MEMBER MILLER TO RECOMMEND ARTICLE 2 AS PRESENTED

MOTION SECONDED BY MEMBER ST. JOHN

MOTION CARRIED

4-0-0

Article 3

To see if the school district will vote to raise and appropriate up to the sum of **\$18,970** to be added to the previously established MAINTENANCE FUND FOR ADMINISTRATIVE AND ASSOCIATED STRUCTURES at 4 Lund Lane in Hollis, Map 56, Lot 2, from rental proceeds and unexpended maintenance funds to be received from SAU 41 available for transfer on July 1, 2018.

MOTION BY MEMBER MILLER TO RECOMMEND ARTICLE 3 AS PRESENTED

MOTION SECONDED BY MEMBER ST. JOHN

MOTION CARRIED

4-0-0

Article 4

To see if the school district will vote to raise and appropriate up to the sum of **\$90,000** to be added to the previously established School Buildings Maintenance Fund from the Hollis School District's June 30, 2018 unanticipated revenues (unassigned fund balance) available for transfer on July 1, 2018 and further to name the Hollis School Board as agents to expend from the previously named fund.

MOTION BY MEMBER MILLER TO RECOMMEND ARTICLE 4 AS PRESENTED

MOTION SECONDED BY MEMBER ST. JOHN

MOTION CARRIED

4-0-0

Article 5

To see if the school district will vote to establish a Water System Expendable Trust Fund per RSA 198:20-c, for the purpose of maintaining, improving and studying the future direction of the water supply system operated by the Hollis School District and to raise and appropriate up to the sum of **\$50,000** to be put in said fund, with this amount to come from the Hollis School District's June 30, 2018 unanticipated revenues (unassigned fund balance) available for transfer on July 1, 2018; further, to name the Hollis School Board as agents to expend from this fund. (Majority vote required).

MOTION BY MEMBER MILLER TO RECOMMEND ARTICLE 5 AS PRESENTED

MOTION SECONDED BY MEMBER ST. JOHN

MOTION CARRIED

4-0-0

Article 6

To see if the school district will vote to establish a contingency fund for the current year for unanticipated expenses that may arise and further to raise and appropriate a sum of **\$95,000** to go into the fund. This sum to be raised by taxation. Any appropriation left in the fund at the end of the year will lapse to the general fund.

MOTION BY MEMBER MILLER TO RECOMMEND ARTICLE 6 AS PRESENTED

MOTION SECONDED BY MEMBER ST. JOHN

MOTION CARRIED

4-0-0

Article 7

To see if the school district voters will authorize the Hollis School District to access future year state and federal catastrophic funds in the event that special education costs exceed budget limitations.

**MOTION BY MEMBER MILLER TO RECOMMEND ARTICLE 7 AS PRESENTED
MOTION SECONDED BY MEMBER ST. JOHN
MOTION CARRIED
4-0-0**

Article 8

To see if the school district will vote to raise and appropriate a sum of **\$11,604,112** for the support of schools, for the payment of salaries for the school district officials and agents and for the payment of statutory obligations of the district. This appropriation does not include appropriations voted in other warrant articles.

**MOTION BY MEMBER MILLER TO RECOMMEND ARTICLE 8 AS PRESENTED
MOTION SECONDED BY MEMBER ST. JOHN
MOTION CARRIED
4-0-0**

Article 9

To transact any other business which may legally come before said meeting.

**MOTION BY MEMBER MILLER TO RECOMMEND ARTICLE 9 AS PRESENTED
MOTION SECONDED BY MEMBER ST. JOHN
MOTION CARRIED
4-0-0**

- To see what action the Board will take regarding the Superintendent's District Evaluation

**MOTION BY MEMBER MILLER TO RATIFY THE DISTRICT'S SUPERINTENDENT
EVALUATION
MOTION SECONDED BY MEMBER ST. JOHN
MOTION CARRIED
4-0-0**

- To see what action the Board will take regarding the Resolution to Enter Primex Property & Liability Contribution Assurance Program (CAP)

The following Resolution was read into the record:

RESOLVED: To hereby accept the offer of the New Hampshire Public Risk Management Exchange (Primex) to enter into its Property & Liability Contribution Assurance Program (CAP) as of the date of the adoption of this resolution, and to be contractually bound to all of the terms and conditions of Primex risk management pool membership during the term of the Property & Liability Contribution Assurance Program (CAP). The coverage provided by Primex in each year of membership shall be as then set forth in the Coverage Documents of Primex.

**MOTION BY MEMBER MILLER TO ADOPT THE RESOLUTION AS READ
MOTION SECONDED BY MEMBER ST. JOHN
MOTION CARRIED**

9-0

- To see what action the Board will take regarding the Resolution to Enter Primex Workers' Compensation Contribution Assurance Program (CAP)

The following Resolution was read into the record:

RESOLVED: To hereby accept the offer of the New Hampshire Public Risk Management Exchange (Primex) to enter into its Workers' Compensation Contribution Assurance Program (CAP) as of the date of the adoption of this resolution, and to be contractually bound to all of the terms and conditions of Primex risk management pool membership during the term of the Workers' Compensation Contribution Assurance Program (CAP). The coverage provided by Primex in each year of membership shall be as then set forth in the Coverage Documents of Primex.

**MOTION BY MEMBER MILLER TO ADOPT THE RESOLUTION AS READ
MOTION SECONDED BY MEMBER ST. JOHN
MOTION CARRIED**

9-0

ADJOURNMENT

**MOTION BY MEMBER MILLER TO ADJOURN
MOTION SECONDED BY MEMBER ST. JOHN
MOTION CARRIED**

The February 6, 2018 meeting of the Hollis School Board was adjourned at 8:36 p.m.

Date _____ Signed _____