

**HOLLIS BROOKLINE COOPERATIVE SCHOOL BOARD**

**MAY 16, 2018**

**MEETING MINUTES**

A regular meeting of the Hollis Brookline Cooperative School Board was conducted on Wednesday, May 16, 2018 at 6:01 p.m. at the Hollis/Brookline Middle School Library.

Tom Solon, Chairman, presided:

Members of the Board present:      Cindy VanCoughnett, Vice Chairman  
Elizabeth Brown (arrived at 7:48 p.m.)  
Holly Deurloo Babcock  
Melanie Levesque (arrived at 6:07 p.m.)  
Krista Whalen

Members of the Board Absent:      John Cross, Secretary

Also in Attendance:                  Andrew Corey, Superintendent  
Gina Bergskaug, Assistant Superintendent  
Linda Sherwood, Assistant Business Administrator  
Rick Barnes, Principal, Hollis Brookline High School  
Bob Thompson, Principal, Hollis Brookline Middle School  
Mary Martin, Student Council Representative  
Rhon Rupp, Athletic Director, Hollis Brookline High School

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APPOINTMENT OF PROCESS OBSERVER

Krista Whalen volunteered and was appointed to serve as Process Observer.

AGENDA ADJUSTMENTS

Chairman Solon noted a request to move the student presentation to immediately follow nominations /resignations / correspondence.

*There being no objections, the agenda was adjusted as requested.*

APPROVAL OF MINUTES

Hollis Brookline Cooperative School Board - **Organizational Meeting** . . . . . April 11, 2018

*The following amendments were offered:*

- Page 5, Lines 11 & 14; replace “Intent to Retire” with “Resignation”
- Page 8, Line 18; correct the spelling of “Stephanie Menard”
- Page 11, Line 49; clarify the title of the 0.8 position as school counselor
- Page 11, Line 22; replace “ads” with “adds”
- Page 12, Line 10; insert “Corey” following “Superintendent”
- Page 17, Line 27; the vote should be stated as “6-1-0” not “6-0-1”

**MOTION BY MEMBER VANCOUGHNETT TO ACCEPT AS AMENDED**  
**MOTION SECONDED BY MEMBER WHALEN**  
**MOTION CARRIED**  
**5-0-0**

Hollis Brookline Cooperative School Board - **Non-Public** ..... April 11, 2018

**MOTION BY MEMBER VANCOUGHNETT TO ACCEPT AS PRESENTED**  
**MOTION SECONDED BY MEMBER WHALEN**  
**MOTION CARRIED**  
**5-0-0**

**Special** Hollis Brookline Cooperative School Board. .... May 3, 2018

**MOTION BY MEMBER VANCOUGHNETT TO ACCEPT AS PRESENTED**  
**MOTION SECONDED BY MEMBER WHALEN**  
**MOTION CARRIED**  
**5-0-0**

NOMINATIONS/RESIGNATIONS/CORRESPONDENCE

Superintendent Corey informed the Board of his recommendation of David Gilbert for the position of High School Math Teacher. He is presently a Math Teacher at Windham High School. He received his Bachelors in Math from UMass Amherst in 2006 and his Masters in Education in 2007. He is a resident of Brookline and is excited to teach in the community where his children will be attending. With a Masters +15 credits, he would be on Step 13 at a salary of \$66,381. He is a trained AP Teacher already and has a wealth of experience.

**MOTION BY MEMBER VANCOUGHNETT TO ACCEPT THE SUPERINTENDENT’S**  
**NOMINATION OF DAVID GILBERT FOR THE POSITION OF HIGH SCHOOL MATH TEACHER**  
**AT A MASTERS +15, STEP 13 AND A SALARY OF SIXTY-SIX THOUSAND THREE HUNDRED**  
**EIGHTY-ONE DOLLARS (\$66,381)**  
**MOTION SECONDED BY MEMBER LEVESQUE**

ON THE QUESTION

When asked if Mr. Gilbert would be teaching AP Math, Principal Barnes responded “Not initially, but he brought forth a lot of ideas and specifically AP Statistics. He has the rare ability to teach all ends of the spectrum.”

**MOTION CARRIED**  
**5-0-0**

Superintendent Corey stated his nomination for the split position; grades 7-12 Math Teacher for the 2018-2019 school year as Cole Etten. He earned his Bachelors in Math Education in 2013 from Southern New Hampshire University, his Masters in Special Education in 2016. He is presently the Boys Basketball Coach and works for the Hollis School District. He brings a skillset that will be ideal for this split position. He would be a Masters +15, step 4 at a salary of \$50,875.

**MOTION BY MEMBER VANCOUGHNETT TO ACCEPT THE SUPERINTENDENT’S**  
**NOMINATION OF COLE ETTEN FOR THE POSITION OF GRADES 7-12 MATH TEACHER AT A**  
**MASTERS +15, STEP 4 AND A SALARY OF FIFTY THOUSAND EIGHT HUNDRED SEVENTY-**  
**FIVE DOLLARS (\$50,875)**  
**MOTION SECONDED BY MEMBER WHALEN**  
**MOTION CARRIED**  
**5-0-0**

Superintendent Corey informed the Board of his nomination of Theresa Risdal for the position of Guidance Counselor/Department Chair at the high school. Ms. Risdal earned her Bachelors in Political Science from

Emanuel College in 1997, and her Masters in Counseling Psychology from the University of New Hampshire in 2003. For the past ten years she has been the Department Chair at Trinity High School in Manchester. Prior to that she was a Guidance Counselor at Trinity. She brings a wealth of knowledge. He commented both he and Principal Barnes have met with her and believe her to be an outstanding candidate to lead the Guidance Department forward.

**MOTION BY MEMBER LEVESQUE TO ACCEPT THE SUPERINTENDENT’S NOMINATION OF THERESSA RISDAL FOR THE POSITION OF GUIDANCE COUNSELOR AT THE HIGH SCHOOL AT A MASTERS +15, STEP 14 AND A SALARY OF SIXTY-EIGHT THOUSAND THREE HUNDRED SEVENTY-TWO DOLLARS (\$68,372)**

**MOTION SECONDED BY MEMBER WHALEN**

ON THE QUESTION

Chairman Solon noted, Department Chair is not part of the nomination specifically.

**MOTION CARRIED**

**5-0-0**

Superintendent Corey spoke of being contacted by the Hollis Recreation Department and the Chairman of the Board of Selectmen. They are looking to conduct a Town-wide field evaluation and have requested the Superintendent enter into discussions with them. The desire is to determine what exists for fields, establish a field maintenance schedule, etc. At this early stage, all that is planned is to walk the properties and engage in a discussion to determine if the Town and School can move forward jointly.

**- Student presentation - senior project request**

Patrick Bloniasz stated his senior class project was learning how to properly conduct research through different lenses. The subject he decided to study this year was Homogeneity of Social Isolation through not only a sociological lens but also through psychometrics; quantifying those different subjective measures.

One thing that came out of the class and his internship was the study that was provided the Board with the agenda packet. What it is looking to do is check for homogeneity across different tiered groups of advanced placement enrollment. What that basically means is you have STEM students, humanity students, and students who are about equal splits between those. The goal is to create preliminary research in that area to see if there is a difference among students.

The literature provided suggests there are reasons to believe STEM students would have slightly higher scores in terms of loneliness, which is being quantified by a test that came out of UCLA in 1988. The survey itself, asks two different things; the test itself, which is the UCLA scale and the other area being questioned is the schedule itself for the student.

In order to protect the student’s identify, it is self-reported. You have to rely on the student putting forward true responses.

Mr. Bloniasz noted there would likely be a few changes that would result from his meeting with the University of Southern Maine later this month.

One of the reasons he was before the Board and going around the State to talk to other schools is because of a law that came into place in 2017; opt in rather than opt out for non-academic surveys that are distributed to students. He noted he would have to collect a signature from the parent and assent from the student. He cannot see that, for ethical reasons; they would have to be stored within the school. That data has to be on-hand and accountable not only to the IRB, which is where the study is going through (University of Southern Maine and

Bowdoin College) but also has to be accessible to the parents themselves to be able to opt out because consent is a voluntary process in research.

Mr. Bloniasz stated his belief the research is very important, and while it has been difficult getting to this point, he believes the AP program itself needs to be validated through different lenses as it has not been put under scrutiny until 2000, and it was operated under a certain set of assumptions. He stated his belief in order to provide the best education possible, we need to start looking at it from all different angles.

While this doesn't directly have anything to do with the quality of an AP program or its validity, it will be the first body of research to approach it from this angle.

The Board congratulated Mr. Bloniasz on what he has already accomplished. Principal Barnes commented he and Mr. Bloniasz have had these conversations probably since his freshman year trying to gather what he would consider valid data. He has said no to many things, but Patrick has continued to work on this since that time. Principal Barnes stated, from his standpoint, Mr. Bloniasz is presenting an argument that needs to be brought forward to be vetted. He would like to see this as something for the future for the program. Other schools are starting to do this.

When asked what he has said no to, Principal Barnes responded it has been mostly around surveying types of things. Patrick's focus has primarily been mental health related items, which is a sensitive issue in terms of how to ask the information, who receives it, etc. His rationale in this proposal is sound and follows the guidelines of what he sees as graduate level research.

Chairman Solon questioned if the previous requests have not met the same standards or if his standards have changed. Mr. Bloniasz commented the concerns that were raised by both Principal Barnes and Superintendent Corey, over time, stemmed from him not having all of the different tools in his proposal in terms of putting forward research, were more on the validity side, e.g., have the research backing. He commented he would create the survey and was ignoring internal question consistency, which means that while the questions themselves are valid the test as a whole is invalid because no one has proved it to be so. To correct that, he became an affiliate of the American Psychological Association and went through and took multiple courses through the University of Michigan and UMass Amherst. Coming forward here he believes the basis that it is standing on is stronger than anything he has put forward before. While the intentions were pure, there were a lot of concerns especially from an institution like the public school, which is accountable to everyone. He believes in the past, not everyone's needs were going to be met by the study.

Chairman Solon stated his understanding of what was relayed was that in the past Mr. Bloniasz has sought to ask questions about what he had curiosity, but it didn't reach the level of then being able to take the answers and use them productively whereas now he has a framework in which there is reason to collect the data. Principal Barnes stated that to be a fair assessment.

Chairman Solon commented in the way it was written, it appears there is a collection mechanism that would preserve all of the anonymity but what was said this evening it sounds as though there is a caveat that requires some level of disclosure. He questioned how that would occur noting if the survey is done through the mechanism described, that data is not extractable.

Mr. Bloniasz responded the biggest issue isn't the research itself, it is actually just our State. We are the only one in the country that has a law that would require him to collect the names of people in the way described. The data itself is not extractable about a single participant. Once the data is collected, he has no idea where it is coming from, who it is coming from, when it is coming. Even if he wanted to and someone came forward saying he/she was a participant in the study and I want to erase my response, it would be impossible because no one would be able to track that. The caveat is when the study was originally designed it would be impossible for anyone to ever figure out who was in the study whereas now because you have to opt in for the study

someone somewhere needs to know who was in it. While their data is safe, their identity as a participant in the study is not. Chairman Solon remarked their identity as a potential participant is not because there is still the possibility the individual(s) agrees to do it but extract themselves midstream or for whatever reason don't answer it.

Mr. Bloniasz stated the way it is actually working here is the voluntary participation only exists throughout them filling out the survey. If they stop in the middle they can be extracted because he can see there is a response that is in process. As soon as they finish it and submit it technically the study is done. That data is collected and then it is going into the process of analyzing it and producing the results.

When asked if he has the option of getting permission from a larger audience but not giving the survey to all of them, Mr. Bloniasz responded yes and no in the sense that the population itself that is being identified that can participate in the study is easy to find. In our school it would be 9 out of approx. 100 students that would be taking the study, and it would be a similar proportion across every school (10% of the total population of AP students at schools that are 10% or less for free and reduced lunch).

When asked what would occur if not achieving the desired participation, Mr. Bloniasz spoke of the methodology sections; would be sent to the schools with the directions on how to run the simulations to pick the students. The process would essentially be you would simulate the different numbers so everyone is on a long list, and every school has a way of doing that depending on how students are categorized in the school, e.g., ID #s or some may just have AP students class for class and each one would be assigned a number and you would randomly simulate a list of say 1, 7, 25, etc. Those students would be selected and then contacted. They can agree to participate in the study and that is where the signature would come from. The only thing he would need to understand is if the desired level of participation is reached. If those selected in the first simulation did not accept there would be another round conducted until the level of participation is achieved.

**MOTION BY MEMBER LEVESQUE TO APPROVE THE REQUEST OF PATRICK BLONIASZ TO CONDUCT A NON-ACADEMIC SURVEY OF STUDENTS IN ACCORDANCE WITH NH RSA MOTION SECONDED BY MEMBER VANCOUGHNETT**

ON THE QUESTION

Ms. Levesque commented when a school group that included the President for the Endowment for Health visited a series of communities wanting to learn what was happening in the schools, they heard how our children are stressed. She believes the proposed survey will help information be gleaned.

**MOTION CARRIED**

**5-0-0**

PUBLIC INPUT

Janet Merrithew, 19 Forest View Drive

Spoke of her son who has Asperger's, turned 21 last month, and has aged out of the school system. She read the following into the record:

“As a special needs parent, you may not understand the pride and happiness that comes from being a parent of a special needs child. You also may not be able to imagine the stresses and fears that we experience along with the decisions we have to make. The isolation and loneliness can be difficult. We are very grateful for the help of the special education department for creating a team of 8 to help Kevin. I do want you to know that 4 members of the team were not an expense to the school; my husband and I, a social worker, and the representative of our area agency.

I have rarely missed a School Board meeting in Hollis since Kevin started Kindergarten. Since then, a support group of parents for special needs children has been attempted 3 or 4 times. I would like to help start such a support group. Please support this effort.”

### PRINCIPAL REPORTS

- Principal Thompson, Hollis Brookline Middle School (HBMS)

Ms. Deurloo Babcock commented she was taken by the fact that the Middle School has won the Tri-County Sportsmanship Award 2 out of the last 3 years. She is impressed because they are middle schoolers and won a sportsmanship award, which speaks volumes to the staff and athletic department. Principal Thompson commented it reflects all the work Ms. Bottcher and the coaches do on behalf of the students.

Principal Thompson spoke of being contacted by the Department of Safety and Homeland Security informing him the HBMS will be the recipient of the School Emergency Preparedness Award for 2018. The Department of Homeland Security honors various agencies for their work in emergency preparedness, e.g., police, fire, EMTs. The HBMS is the sole recipient for the school award for 2018 for a lot of the safety procedures and protocols that were put in place this past year. They will be honored at the Annual Emergency Preparedness Conference on June 5<sup>th</sup> in an award ceremony. A promotional crew was sent to take video of the school and interview a few including the Police Chief. The Department of Homeland Security has asked that we not make any press releases as they will do that after the June 5<sup>th</sup> award ceremony.

- Principal Barnes, Hollis Brookline High School (HBHS)

Principal Barnes announced that Mr. Dave Umstead was awarded the Outstanding Band Director for 2018 for the State of New Hampshire. That is the 3<sup>rd</sup> Teacher of the Year the HBHS has had this year. It is a huge honor for him, the music program, and the school. Ms. Whalen commented on the recognition being well deserved.

Ms. Deurloo Babcock questioned the notation in the report for a presentation on Cav Block Usage Review & Core Values Update. Principal Barnes responded it was decided the update would be provided at a future meeting.

- Student Board Representative - Mary Martin

Ms. Martin thanked Mr. Illingworth for many years of running Guitar Night and his contributions to the Math Department.

### DISCUSSION

- Revenue and Expense Update

Linda Sherwood, Assistant Business Administrator, spoke of the report provided with the agenda; specifically the School Board/SAU Assessment Expense category; the line that carries the \$100,000 contingency fund. Up until this point, that number has been reflected in the encumbered column. At this point in the year, the balance has been moved over to the open balance column in the report.

When last reported, (dated March 22, 2018) it showed a negative balance (\$15,116). This time the balance is a positive \$72,011. The difference is simply a matter of a reporting difference. As of 5-8-18, the unreserved fund balance, after reductions and expenses, is \$177,945.

It was noted the line titled Transportation showed a balance of \$35,450 when reported on 3-22-18 and \$71,465 in the report dated 5-8-18. The Director of Student Services indicated that could be dropped by \$45,000. That was the most significant single item that changed between reporting periods.

Chairman Solon questioned if the Board should anticipate requests for expenditures. Superintendent Corey responded, if there are any requests, they would be on the following month's agenda. He does not anticipate any requests as he is hopeful available funds would be approved to be utilized for the replacement fire panel at the HBHS and the underground tank and leaking pipe at the HBMS. Funds remaining after those items are addressed, he would anticipate being returned to the taxpayers.

Superintendent Corey commented at this time consulting, and other services are coming to a close in the area of special education. It is anticipated additional funds from that area will be remaining at fiscal year-end.

When asked if the information would be presented to the Budget Committee, Superintendent Corey stated an update would be provided at the June meeting of the Budget Committee, as requested.

- Update - COOP Budget Committee

Superintendent Corey remarked at last month's meeting the Budget Committee asked the Administration to look at using the Maintenance Trust Fund for the fire panel repair. He stated opposition to that and provided his opinion an item such as the fire panel would come under contingency. The contingency is part of the operating budget. In this case, there is more than the contingency remaining. He would like to see the cost paid out of the operating budget.

Superintendent Corey noted when the maintenance trust was started the District intentionally worked towards building it up with the intent of utilizing the funds for the first major phase of the roof, not wanting to bond that work. With the \$40,000 the voters approved at this Annual Meeting, the balance will be \$120,000. He and the Business Administrator are of the opinion we are getting to the point now where that can start being used. If \$80,000 were removed to cover the cost of the fire panel, the account could not be used as intended, and a significant amount would have to be added to the operating budget to cover the cost of the roof.

He spoke of the level of capital improvement planning that has occurred, and his belief if we adhere to the CIP, we will remain on a sound financial path. Given the funds are available in the FY18 operating budget, he believes it to be the best way to approach the cost of the fire panel.

He stated the need to have a discussion around the maintenance and athletic trusts and ensure, as a SAU, we are following the School Board's intentions of how those funds should be utilized.

Chairman Solon asked for clarification, the potential expenses are included in both of the revenue and expense reports discussed. Ms. Sherwood stated that to be correct. He continued, based on the amounts reported in March, the Budget Committee was looking to get out of the red by paying a portion of the potential expenses out of the trusts. What was being stated was had the numbers not changed, the Superintendent would have recommended it come out of the contingency. Superintendent Corey stated that to be correct.

Given the expected balance, the cost could be addressed through that rather than either of the other scenarios discussed.

Superintendent Corey noted at the start of the fiscal year the Business Office encumbers the \$100,000 for the contingency. By encumbering it, there is no concern the balance is being impacted without the notification process, e.g., Public Hearing, vote of the Board, that has been relayed to the public as what could be expected to occur prior to expending. When reaching a point in the year where it is believed the contingency would not be looked to, the funds are released.

Ms. Deurloo Babcock commented on having watched the Budget Committee meeting and understanding the philosophy that some of the members are putting forth that the money should go back to the taxpayers and we should drain the maintenance trust, which is how she interpreted the discussion. She stated concern expressed to her by constituents is the need for capital planning. Building the maintenance trust allows for that kind of planning. It is a difference in philosophy. She agrees a Board discussion of the intended uses for trust funds would be helpful.

Chairman Solon questioned and was informed the contingency is voted upon each year by the taxpayers. If not approved for the following year, it would become part of the fund balance, and would be returned to the taxpayers at year end.

- Clubs/Organizations - Stipends

Chairman Solon commented the Board has strived to address this in prior years by making it a topic of discussion. In coming years, it will be a policy driven requirement whereby stipends are reviewed and approved annually. The Board has agreed it would be a positive action to start the process this year.

Information was included with the agenda packet although the copies were difficult to piece together. The first set that included the name of the person receiving the stipend was only a partial chart. Further into the information provided, under the heading of Appendix C, is a more detailed explanation of where each stipend is dollar-wise in its category (page 55 of the agenda packet).

Appendix C shows where each is in dollar range for both the middle and high school and the follow-on chart puts all of them in alphabetical order, if looking for a specific one and whether it is District or SAU employees receiving it. New on the list is the ski team chaperone and a starting stipend for the new year for guitar night.

Superintendent Corey remarked he believes this to be a great opportunity to develop this process. By meeting now we see things that are not on the list that are needed. That is up to the Principals to find within their budget because it wasn't budgeted through the Business Office spreadsheet. Also it provides a clear ability to sit down during budget discussions to determine whether they would be added.

Chairman Solon highlighted the reason it will be dictated to occur in the May meeting is so that any actions that need to be taken can occur before contracts are solidified in the final year. Under the current and recent past format, the only way to change compensation for a position without opening up the contract would have been to move them to a different defined tier. Since it is out of the contract, if there is a need or desire to change the compensation for a position something other than a discreet tier or other adjustment, the Board has the authority to do so; however, it is important that it not be done in a vacuum.

Since this year it is not required to be done during this meeting, Board members should let it be known, before the end of the school year, if there are any changes. He opened the floor for Board members to engage in discussion or present any concerns so that members could be prepared to make any necessary changes at the next meeting.

Ms. Deurloo Babcock noted the section titled HBHS-CBA Athletic Stipends FY19 - proposed new positions and questioned if the positions themselves are new. Rhon Rupp, Athletic Director, HBHS, explained the listed positions are those which are believed to be needed going forward. Currently a lot of those positions are filled with volunteers.

Ms. Deurloo Babcock commented she would like to see more of that. We rely on volunteers a lot and tap people out. She is supportive of changes such as these where people are brought forward who are truly making a contribution and could benefit from a small stipend to clarify their position.

Chairman Solon stated one of the questions he brought up was triggered by the proposal for a bus chaperone for the ski team. That is although there isn't necessarily a written requirement that there be someone other than the bus driver on the bus, for some of the athletic teams, the bus driver wouldn't necessarily know who is supposed to be on the bus. The problem that we run into is for some of the athletic teams the people who are coaching, if not staff members, aren't necessarily available when the students get on the bus to leave the school. That raises the question are we supportive of paying people to be bus monitors or do we want to say that function, if it is important, needs to be accommodated within the qualifications of someone being part of the coaching staff? Currently there are two assistant coaches, but neither are able to ride the bus. Principal Barnes commented that particular one is unique in that the mountain that they train on is about an hour away.

Chairman Solon remarked any team that travels could potentially be in this same situation, e.g., if the swim team coach wasn't willing to come in from Manchester to get on the bus in the morning. Any team that travels on the bus is potentially at risk of having coaching staff that isn't affiliated with the school otherwise, that might not be in a position to get on the bus. He remarked if we are willing to do it for this team, we have to be willing to do it for other teams as well.

Ms. Deurloo Babcock commented on how that has been addressed through volunteers and was the only way you were able to have a ski team. Coaching skiing is a pretty specific skillset and the person who does that is unable to get there. Principal Barnes commented he does not remember, in his time, having had issues with someone riding the bus for any other sport aside from skiing.

Director Rupp stated the reason it is a little different is the practice facility is in Frankestown. The coach travels extensively and cannot make the 4:00 p.m. bus. The District has relied on volunteers, and over the past 3-4 years it has become increasingly difficult to get that commitment. Ms. Deurloo Babcock noted parents do that for meets, but it is the practices that pose a struggle.

Chairman Solon stated there are 3 coaches for the ski team; coach and two assistant coaches. Director Rupp stated there are two assistants who split a stipend. At some point it becomes a monetary piece as well. Chairman Solon commented perhaps the stipend should be increased. It seems odd to have that level of coaching staff and then have a 4<sup>th</sup> person just to ride the bus and be there for 6 hours.

Ms. Deurloo Babcock reiterated she believes the ski team falls into a unique category. She has watched it for many years and thinks there is a reason for it.

Ms. Levesque questioned how the other coaches get to the events. Director Rupp remarked the biggest problem is for buses that leave before 5:00 p.m. The bus for the ski team leaves at 4:00 p.m. Every once in a while we get a coach that can adjust his/her schedule and come to the school. In those instances there will be a chaperone and a coach on the bus. Typically it is just a chaperone. The Assistant Coaches, because they split a stipend, take turns going to the mountain. They do not ride the bus, they go on their own. He reiterated this is the only team that travels an hour away. The other offsite teams are local. Chairman Solon questioned if the District does not require to have an adult on the bus for the other teams or if buses are not used and was told the bus is not used. The ski team is the only team that is bused to practices except for, on occasion, the ice hockey team. Because we coop with Derryfield, there are a few practices that require the bus. When asked, he stated they try to get one of the coaches to come, but Derryfield has also come and brought someone.

Director Rupp reiterated the ski team is the only sport that the students are bused for practices. He stated his understanding that at one point ('90s), students drove themselves. There was an accident coming back from Frankestown, and from that point on, it has been bused.

Chairman Solon questioned if he believes it to be reasonable to have someone from the school make sure the students get on the bus and have the coaches get them off the bus. Director Rupp stated that would be great if they could, but there is a commitment; no other coach has to ride a bus to practices. Ms. Deurloo Babcock

commented none of the coaches from the ski team are in the building. Superintendent Corey stated he would not be comfortable having just anyone check them onto the bus and go. It is an hour-long trip and the first focus of the driver is to drive that bus. We are responsible for what occurs on that bus, and he would worry about the potential for someone to make a poor choice.

Chairman Solon questioned the will of the Board relative to reviewing the information provided in detail to approve all of the positions. Superintendent Corey stated the desire to address it at the June meeting.

Director Rupp commented they are holding off on issuing co-curricular staff until this is all settled. With the previous practice those contracts went out around the same time that their teaching contracts went out. People are waiting for contracts to come.

- Athletic Department Structure

Superintendent Corey spoke of the efforts of the SAU regarding strategic planning; capital improvement plans, technology plans, etc. Athletics is one of those areas that needs to move in that direction particularly as we move forward with a new turf field and start to look at facilities in terms of how we rehab our present fields, utilize the athletic trusts, stay ahead of the game with uniform cycles, etc.

The proposed model would move the present Assistant Athletic Director at the high school to the position of Athletic Coordinator for the COOP District 7-12. By swapping this position to become a COOP level administrator, we establish one individual who has responsibility for the overarching district priorities. Division of tasks would be based first on whether the resource or need was shared or building specific. The second criteria would be skill/proficiency level to determine responsibility. He stated his proposal for Brian Bumpus to take over this area. Mr. Bumpus has started working with the Business Administrator and has worked with him and Director Rupp on several projects. It is believed this separation of duties will enhance the department. The position would report to the Superintendent as it would be responsible for planning 7-12, e.g. budgets, facility structures, field structures, maintenance, etc.

Rhon Rupp would continue to serve as the high school Athletic Director and would continue to report to the building Principal, which is a model that has worked well. He would continue in his traditional roles as the contact person for parents, athletes and staff. He would distribute, collect and maintain high school uniform inventory, would do the hiring, evaluations, and any meetings with coaches. He would be responsible for coach and student athlete eligibility. He would coordinate the athletic trainer's schedule and responsibility, provide information to both the Assistant Superintendent and the Athletic Coordinator regarding coach training and professional development. He would continue to be the contact person with the NHIAA, would be the high school and middle school game day prep and game coverage, coordinate pre-season athletes, parents and coaches' meetings, and coordinate high school athletic banquets.

Superintendent Corey remarked, at the HBMS he and Principal Thompson have had numerous discussions and are of the opinion the position of Athletic Director should be stipend based. The position would report to the building Principal. The position has been posted and the interview process done. This individual would serve as the contact person for parents, athletes, and staff, would distribute collect and maintain middle school uniform inventory, would do the hiring of coaches, evaluations, and meetings, would be responsible for the middle school coaches training and professional development, coach and athlete eligibility checks, high school and middle school game coverage, would be the contact person for the Tri-County league, and would coordinate middle school athletic banquets.

The proposal overall creates joint ownership within the COOP. The desire is to share resources and maximize opportunities for our students. The proposal creates a natural structure to divest responsibilities, potentially elevating one person upon retirement. It provides two parallel growth paths to develop leadership from within our district. The cultivation of internal leaders is something that will pay dividends in the foreseeable future. It

provides a structure that ensures a succession plan should we have to fill any one of the positions due to overload, illness, or unexpected departure.

Over time, some shifting of the proposed responsibilities might be required or desired. The upcoming school year would be used to implement the model and reflect upon its structural components next spring. As part of the implementation we would schedule the Athletic Coordinator to provide regular updates to the Board either in person or through memos submitted as part of Board agendas. The Athletic Coordinator would become the Liaison to the School Board and the Budget Committee. The position would work closely with the Boosters Club.

Superintendent Corey stated his hope the Board would support the proposal. He commented from the descriptions provided in the proposal it may appear this is going to be a major cost shift, which is not the case. It is the reallocation of some of the resources that have been with the middle school because of the retirement, and the reallocation of some stipends that we have traditionally done that would be provided. Some of these specific tasks were stipend based. The largest financial component would be that the Athletic Coordinator position would have 15 days added as it would become a year-round position.

He stated his belief if the Board approves the model, in 2-3 years the District will have strategic plans for our athletic programs more in depth than we currently do. He stated the expectation to revisit the model next spring to see where we are and determine the best way to move forward.

Ms. Levesque questioned who currently manages the middle school sports program and was informed the individual is retiring. Superintendent Corey commented when a position becomes open it presents an opportunity for a critical look at the structure. He spoke of the individual who had filled the position for 40 years and the efforts that individual put forth that were above and beyond the requirements of the position.

Superintendent Corey spoke of the amount of planning and coordination that went into the proposed model, and his belief all parties are comfortable with and supportive of the proposal understanding this will allow the District to focus in on that strategic element. He commented this was heard somewhat at the Annual Meeting when residents got up and questioned the existing fields, the long-term plan, that funds had been allocated, etc.

Chairman Solon questioned if members had concern(s) or areas of opposition to the proposal that could be shared with and discussed by the Board.

Ms. Whalen stated her support of the Athletic Coordinator position commenting it is the direction the District has been heading in for a long time. She is not necessarily concerned, but senses that people in the community may be concerned with an additional administrative role.

Superintendent Corey stated there would be the same number of individuals employed in both scenarios. From an expense point of view, we are taking one position that is not full-time at 260 days and asking the Board to increase the per diem rate. It is not a major impact. It is more a title and recognition of that individual's strengths and what he can bring to the District, which will allow the high school and middle school Athletic Directors to focus more on the day-to-day. By also having that Liaison to the School Board we will close some of the communication pieces that will be beneficial to community members.

Chairman Solon asked about the logistics of the Superintendent having an additional direct report. He questioned if the Superintendent is suited to be at that detail level and what is anticipated as a time commitment. Superintendent Corey responded he looks at the direct report as offloading some of his pieces, e.g., he would ask the Athletic Coordinator to take on a lot of the responsibilities of the new field. He and the Business Administrator learned during the Hollis School District project when you are running major projects you basically have 1 meeting a week for an hour. That physical attendance at the meeting is what is difficult. He does not believe it would add time, and that over time it would free up some time.

Chairman Solon questioned and was told the building Principals have been involved in these conversations. Principal Thompson remarked the conversations started in September and he was not on board with the original proposal. He spoke of the number of discussions and meetings that have taken place and actually getting people in place. The person in the middle school role for next year is incredibly talented, but doesn't have a lot of experience. He believes having that person work with the Athletic Director and Athletic Coordinator would provide that person with the experience. He commented we're adding a major program next year with Lacrosse, and there are a million moving pieces from human resources, field utilization, uniforms, equipment, all of those items that, if an island onto itself like the middle school has been, it would really struggle with that. Knowing that we have a team that is going to make sure that program is properly implemented, for him, is a huge selling point. He stated his full support of the model being proposed.

Principal Barnes stated his full support of the proposal. He has worked with the individuals being discussed for 8 years now and has seen the growth within the Athletics Program. To him, this is a natural progression. The Superintendent is very involved in the athletics and all things that go on at school. He can easily see this model taking some of the load off particularly as we move in the direction of projects. From his vantagepoint everything has been reactive instead of proactive. He believes this to be a great step to have someone in charge of the vision piece. There are a lot of moving parts as we advance the day-to-day that need to be run regardless.

Ms. Levesque questioned the number of hours for the stipend position of Athletic Director at the middle school and was informed it would vary from season to season. The stipend is not necessarily based upon a set number of hours, but what traditionally is more of an average. Ms. Levesque questioned if the responsibilities of the position would mirror those of the current position. Principal Thompson stated there to be minor modification. There are some responsibilities that would be shifted to the Athletic Coordinator, but when you look at the 7-12 vision, the responsibilities the Athletic Coordinator will take on are appropriate and will lead to greater efficiencies.

Ms. Sherwood commented the Business Office works closely with Mr. Bumpus currently in his role with the high school and being able to work with him on issues relating to both schools would result in a lot of efficiencies. Chairman Solon questioned if the stipend is identified as an extra-curricular stipend or a chair stipend and was informed it is divided into two separate; fall and spring (\$2,700 each). When asked if he believes the current stipend level to be adequate, Principal Thompson stated he does. He had the opportunity to look at the middle school Athletic Director stipends for various other middle schools, and it is fairly competitive.

- Annual District Meeting

Chairman Solon spoke of the document included in the agenda packet, which provided an outline for how the Board may wish to conduct the workshop intended to discuss the District Meeting, e.g., what worked well and what did not. Two questions that need to be answered is the logistics of having it and the attendees. At a minimum it will be Board members and likely at least some portion of the Administration. There has been suggestion by the Budget Committee Chair for a potential sub-committee. Chairman Solon commented he is less inclined to look at a sub-committee as he believes the entirety of the Board should be involved and aware of any discussion that will impact direction. He does not object to including some or all of the Budget Committee in such a discussion to the degree they own the District Meeting almost as much as the Board does, and they own the budget, which is a big part of it.

He questioned the will of the Board relative to the day of the week to conduct the workshop.

Vice Chairman VanCoughnett suggested the need for a weekday meeting. When asked, Superintendent Corey stated his desire to limit participation by Administration. The most he would expect would be himself and the Assistant Superintendent. Chairman Solon stated he would put the meeting together and would invite the Administration who can then determine who and whether they would attend. The desire was expressed to have

members of the Budget Committee involved from the start. It was also recommended the Moderator be involved. The Board discussed how the Workshop might include opportunities for public input. Chairman Solon commented one of the topics of discussion will be SB2. There are people, who, as a result of the last meeting, have brought that up as a potential solution.

NON-PUBLIC SESSION

**MOTION BY MEMBER VANCOUGHNETT 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 AND 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 WHALEN**

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

Yea: Holly Deurloo Babcock, Krista Whalen, Tom Solon, Cindy VanCoughnett, Melanie Levesque

5

Nay:

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**MOTION CARRIED**

*The Board went into non-public session at 7:47 p.m.*

*The Board came out of non-public session at 8:47 p.m.*

DELIBERATIONS

- To see what action the Board will take regarding the Superintendent's recommendations regarding administrative/non-union compensation

**MOTION BY MEMBER VANCOUGHNETT TO APPROVE THE RECOMMENDATIONS OF THE SUPERINTENDENT REGARDING ADMINISTRATIVE/NON-UNION COMPENSATION**  
**MOTION SECONDED BY MEMBER DEURLOO BABCOCK**  
**MOTION CARRIED**

**6-0-0**

- To see what action the Board will take regarding the proposed Board meeting dates for the 2018-2019 school year

Superintendent Corey spoke of the calendar included in the agenda packet. A change was made at the SAU41 Governing Board meeting in that the February 7<sup>th</sup> meeting date was moved to Tuesday, February 5<sup>th</sup>. In months where there are vacation weeks or holidays some of the COOP School Board meetings move up to avoid running two meetings in a week.

**MOTION BY MEMBER WHALEN TO APPROVE THE COOP SCHOOL BOARD MEETING DATES FOR THE 2018-2019 SCHOOL YEAR, AS PROPOSED**  
**MOTION SECONDED BY MEMBER LEVESQUE**  
**MOTION CARRIED**

**6-0-0**

Superintendent Corey remarked the Board meeting in June is the 20<sup>th</sup>, the last day for students if the 15<sup>th</sup>. The question was if the Board is looking to address the issue of stipends before school gets out, the meeting could be moved to the 13<sup>th</sup>. He reiterated the Board is practicing a procedure that really doesn't come into play until next

year's CBA. He does not believe the new proposals have a bearing on the meeting date. He noted one of the major items on the agenda for the June meeting is the end-of-year presentation on goals given by the Principals. If having the meeting on the 13<sup>th</sup>, they are in the midst of final exams, etc.

*The Board agreed with a June 20<sup>th</sup> meeting date.*

- To see what action the Board will take regarding the administration's proposal regarding stipends
- To see what action the Board will take regarding the administrations recommendation for the replacement of the high school fire panel

Superintendent Corey highlighted the information included with the agenda packet. He stated the recommendation of the Administration to award the contract to Dunwell Electric. The District has worked with this bidder on a number of projects. The low bidder is the District's existing contractor; however, the scope of work included in the bid did not include replacement of all equipment (20-year-old system).

Superintendent Corey expressed concern with a continued approach of patching of the system. He spoke of an incident that occurred where a student's cell phone charger caught on fire, and the system did not notify the Fire Department. The current contractor's system is proprietary. If moving to another system, the opportunity exists to bid maintenance work on a yearly basis.

Superintendent Corey restated his recommendation that the contract be awarded to Dunwell Electronic in the amount of \$78,500, and that the source of funding be the FY18 Unassigned Fund Balance. The intent would be for work to begin as soon as school gets out.

**MOTION BY MEMBER VANCOUGHNETT TO AWARD THE CONTRACT FOR REPLACEMENT OF THE FIRE PANEL AT THE HIGH SCHOOL TO DUNWELL ELECTRIC IN THE AMOUNT OF SEVENTY-EIGHT THOUSAND FIVE HUNDRED DOLLARS (\$78,500). SOURCE OF FUNDING IS FY18 UNASSIGNED FUND BALANCE**

**MOTION SECONDED BY MEMBER WHALEN**

**MOTION CARRIED**

**6-0-0**

- To see what action the Board will take regarding the administrations recommendation regarding a staff member's request for permission to conduct a survey as part of their doctoral studies

Assistant Superintendent Bergskaug stated one of the District's teachers is enrolled in a doctoral program, and this is her dissertation; Capstone project. She is looking at the following guiding questions:

- How, if at all, does feedback play a role in students' experiences with the writing process
- How does the feedback play a role in the quality of their written work
- How, if at all, does teacher prep play a role in the feedback that is given to students
- In what ways do different feedback given strategies influence students' experience with writing and the quality of their written work
- How, if at all, does feedback given on formative assessments of writing, influence students' performance on summative

The reason this is coming before the Board is the need for participants in the survey. The requesting teacher has opt-in forms for students and parents who would be willing to participate in this by having students answer some questions regarding the writing process, and then take a look at the writing and the associated comments. There would also be an opt-in for those teachers who would have their comments evaluated as part of the process.

The Administration feels strongly that it is supporting this teacher's degree and coursework so therefore we should support the study that goes along with it. And hopefully learn something in the process and potentially make changes to our feedback mechanism to better support students' writing.

**MOTION BY MEMBER VANCOUGHNETT TO SUPPORT THE RECOMMENDATION OF THE ADMINISTRATION REGARDING THE REQUEST BY A STAFF MEMBER TO CONDUCT A SURVEY AS PART OF HIS/HER DOCTORAL STUDIES**  
**MOTION SECONDED BY MEMBER LEVESQUE**

ON THE QUESTION

Chairman Solon remarked it sounds as though there will have to be an examination by one teacher of other teachers' feedback to students and then somehow try to tie that to the progress they make as writers along the way. You will have one staff member critiquing and passing judgment on the quality of the feedback provided by other teachers. He suggested there would be little to no anonymity in the process because of the way it is going to go. He has concerns this would be in conflict with what has been laid down by the union in the past about having people, under the Collective Bargaining Agreement (CBA) doing evaluation of other members of the professional staff.

Assistant Superintendent Bergskaug responded that had been her first question, and it was given its blessing by the union as long as teachers opted in to participate in this work.

Asked if she has looked at the complete proposal including the survey questions, Assistant Superintendent Bergskaug indicated she has seen the questions. When asked if it is believed to be a valid study that could produce meaningful data, Superintendent Corey responded when you get into a doctoral program and are choosing qualitative over quantitative, you run into concerns. It is always easier to choose something that is a study in concrete data, but this individual has chosen to do something different.

Ms. Deurloo Babcock asked if that is a question for the Board. Chairman Solon stated concern over what would occur when the conclusion is that Teacher A is giving poor feedback and as a result his/her students have not progressed at writing as well as those having Teacher B. How would the Board respond to parents questioning what would be done for the student who was punished by being in the wrong class?

Assistant Superintendent Bergskaug remarked the questions are more directed at the type of feedback and less so at the quality of the feedback. Chairman Solon remarked the idea is tying teacher performance to student outcome. He questioned the obligation of the Board to respond to the potential outcome of this that determines one teacher is clearly doing a much better job than another.

Ms. Levesque questioned if being discussed was teacher performance or types of feedback. Chairman Solon stated the discussion to be of student performance as a result of teacher practice.

When asked where the findings and results would go, Assistant Superintendent Bergskaug stated the teacher would defend her dissertation with UMass Lowell. It would be a published piece. Asked for clarification if it is more about the teacher or the feedback, Assistant Superintendent Bergskaug responded, in writing, it is very much the type of feedback and the timing of the feedback, mid-writing process and the writing process and how students use or don't use that to influence future writing. She commented she can see the concern about unintended consequence of that conversation. When asked how you tie it back to the teacher, she stated that is not the desired outcome of the study; it is to identify best practices in providing feedback and the timing of that feedback for the writing process. That might then identify folks who are already using what maybe is targeted as best practice for feedback.

Chairman Solon remarked were he constructing such a survey he would seek contrast. Ms. Brown commented it seems like we are critiquing her thesis but not whether or not we will allow it to occur in the schools. Chairman Solon stated his belief it is a good thesis, but has the teachers and students stating a willingness to have their work examined and it may turn out that the outcome of my work was not as affective as the outcome of someone doing something else. The question is if that were to occur, is it problematic for the school to then be accountable for what is identified as a discrepant practice.

Assistant Superintendent Bergskaug added the approach is by the writing team. All of the teachers have the same assignments. Once a month they will review the formative assessments, drafts of assignments, and discuss the feedback the students have been given on the assignments. It is not one teacher evaluating the others, but this one teacher will be collectively pulling together the information.

Ms. Deurloo Babcock commented it is difficult to vote on this. Information was not provided with the agenda packet, and it is difficult to follow with the discussion alone. Chairman Solon stated he would be more inclined to trust the judgment of the Administrators in general but would ask for their judgment in the context of the concern raised. He questioned if the Administration sees this as potentially creating a liability for the District or a potential handicap for a staff member or student.

Assistant Superintendent Bergskaug commented when you are looking at it as a team monthly, you have the opportunity to change your strategy for feedback mid-course/monthly. When asked she stated her belief it would be for a period of a year of writing.

When asked if students who opted in for the year for their work to be part of this review process, would have the results shared with them, Assistant Superintendent Bergskaug stated another anticipated result is a writing booklet for all writing students that addresses the writing process and is enhanced based on the findings of the study.

Ms. Deurloo Babcock stated a desire to support the request as it seems a way to get more in depth into the writing process. She understands the concerns expressed and questioned if the Administration is of the belief this would work and not open the District to any potential liability or concerns with students feeling they didn't get what they needed. Superintendent Corey stated his belief it would be very difficult to get to the point where the students would recognize because it will be monthly conversations based on the feedback. Given the way classes are grouped there will be a range of students in every class. There will be feedback strategies that will work with some students and not with others and the next month that may be reversed. If we were doing one class versus another that would be a greater concern. When looking at the entirety of the writing process for an entire class, his only question was around waiting to see how many students opt in. When asked about the number of teachers involved, Assistant Superintendent stated her recollection to be at least 3 including the individual making the request.

When asked when the teachers would meet together as a team, she stated it would be during PLC time. The requestor is trying to formalize the work they are doing. Superintendent Corey stated it to be an appropriate discussion for PLC time.

Ms. Whalen commented although she understands the concern stated, these would be the teachers these students would get regardless. Her assumption is it would only help them in the future. Superintendent Corey stated his belief it is something the District could gain benefits from long-term. A year's discussion around the writing process through a PLC format is not a bad thing at all. Assistant Superintendent Bergskaug commented these conversations are taking place all the time in PLC. The difference is bringing students into the direct conversation.

**MOTION CARRIED**  
**6-0-0**

- To see what action the Board will take regarding the funding proposal for the security grant

Superintendent Corey provided the Board with an overview (copy attached) of how the Public School Infrastructure Grants that were awarded from the State would be utilized and how the SAU would cover its 20% match. He thanked the Principals across the SAU who were able to collectively acquire \$431,225 in grant funding of which the collective SAU match is \$86,245.

At the HBMS, the grant funds will be utilized for cameras, locking/panic buttons, and laminate. At the HBHS the grants will be utilized to cover the cost of laminate. The District's 20% is intended to be funded through the FY operating budget.

**MOTION BY MEMBER VANCOUGHNETT TO ACCEPT AND AUTHORIZE THE EXPENDITURE OF THE PUBLIC SCHOOL INFRASTRUCTURE GRANT FROM THE STATE OF NEW HAMPSHIRE IN AN AMOUNT UP TO FORTY-NINE THOUSAND FIVE HUNDRED FIFTY DOLLARS (\$49,550) TO ADDRESS INFRASTRUCTURE/SECURITY ITEMS DETAILED IN THE DOCUMENTATION PROVIDED WITH THE AGENDA. SOURCE OF FUNDING FOR THE DISTRICT'S REQUIRED 20% MATCH (\$9,910) IS THE FY19 OPERATING BUDGET**  
**MOTION SECONDED BY MEMBER WHALEN**  
**MOTION CARRIED**

**6-0-0**

- To see what action the Board will take regarding policy IHCD - Dual Enrollment for Community College System of New Hampshire; 1<sup>st</sup> Reading

*Given its first reading;*

**MOTION BY MEMBER VANCOUGHNETT TO ACCEPT THE FIRST READING OF POLICY IHCD – DUAL ENROLLMENT FOR COMMUNITY COLLEGE SYSTEM OF NEW HAMPSHIRE**  
**MOTION SECONDED BY MEMBER WHALEN**

ON THE QUESTION

Assistant Superintendent Bergskaug remarked, based on RSA 188-E:25 through 28, the District has an opportunity to allow our students who are enrolled in STEM based dual enrollment classes to, for this school year, be reimbursed for the cost of their enrollment. Moving forward there would be no cost to the families for up to 2 STEM based courses per year in grades 11 and 12. In order to do that we have to have very specific language in place in our policy and a signed Memorandum of Understanding (MOU).

The Policy Committee reviewed Policy IMBC and considered whether the required language should be incorporated into that policy, which discusses alternative credit options or if the desire was to adopt, with some amendments, the recommended policy IHCD; not realizing that we already have an IHCD, which comes up as college courses and doesn't ever mention dual enrollment.

Looking at version 1 (what was in the packet), she believes the recommendation would be to adopt this and replace the existing policy. The language is very much the same, but there is a lot more that is required. For example, it says "Require that courses meet the same standard of quality and rigor as courses offered on campus by CCSNH" (Community College System of New Hampshire). All of that language needs to be part of the policy in order for the District to be eligible for its students to get free tuition.

The Policy Committee suggested striking through the first paragraph because the language is redundant based on Policy IMBC.

Ms. Brown commented it was stated that students in grades 11 and 12 would be eligible moving forward, but that language was struck in the copy provided. Assistant Superintendent Bergskaug stated the policy the Policy Committee is putting forward suggests that they can take these classes, but nowhere does it specifically identify in the policy that they will or will not receive funding from the State. That is in the MOU. We didn't want to have a policy that would indicate our current 10<sup>th</sup> grade students that are enrolled in a dual enrollment course that is STEM based could no longer take the course.

Ms. Deurloo Babcock remarked the 10<sup>th</sup> grade student could take the course but would not be reimbursed. Chairman Solon questioned if there would be a need for a second policy for dual enrollment that is not in the CCSNH and was informed the District has policy IMBC that already addresses dual enrollment. Assistant Superintendent Bergskaug stated she submitted IMBC and asked if it meets the criteria and the requirement was that it specifically identify CCSNH. Chairman Solon stated his belief IMBC refers to IHCD for coverage of dual enrollment and the way it is being proposed to be written is extremely narrow.

Ms. Brown suggested there may be the need for a policy that specifically addresses this one statutory scheme and then pull everything else out separately. Policy IMBC talks about students being responsible for their own tuition, which wouldn't be applicable if it fell under that other program.

The existing policy IHCD - Advanced College Placement reads: "It is the policy of the Hollis Brookline Cooperative School Board that students capable of college-level work while in high school may be permitted to do so and shall be given assistance in enrolling in advanced courses. Any student whose admission to a college-level course is recommended by his counselor may enroll in a course at an approved college for college credit, at no cost to the Hollis Brookline Cooperative School District. If the student wishes to receive high school credit for the course, he may request permission from his Principal, through the counselor, to apply the course toward high school graduation requirements." Assistant Superintendent Bergskaug stated what was in place is like a portion of Policy IMBC- Alternative Credit Options, which identifies all of the different options that are allowed for credit. So many are intertwined already.

Chairman Solon remarked the current proposal for IHCD only talks about the possibility of dual enrollment and getting credit at the NH colleges. He is uncertain the District wants to forego allowing it for other institutions. Assistant Superintendent Bergskaug remarked she does not see why it would. IMBC allows it to happen. Chairman Solon stated it only allows it to happen within the context of IHCD. Ms. Deurloo Babcock noted that was added "under the provisions of IHCD". It may be that language needs to be changed. Perhaps that language should be removed from that spot, and then have the reference at the top.

Assistant Superintendent Bergskaug requested feedback for the Policy Committee noting the policy has to be adopted at the next meeting if we're going to be eligible.

**MOTION CARRIED**

**6-0-0**

- To see what action the Board will take regarding policy IMBC - Alternative Credit Options; 1<sup>st</sup> Reading

Assistant Superintendent Bergskaug suggested the Board forego action given the only proposed change is being suggested to be removed.

**REPORT OUT BY PROCESS OBSERVER**

Ms. Whalen commented the meeting went long, but the discussion was good.

ADJOURNMENT

**MOTION BY MEMBER DEURLOO BABCOCK TO ADJOURN  
MOTION SECONDED BY MEMBER WHALEN  
MOTION CARRIED  
6-0-0**

The May 16, 2018 meeting of the Hollis Brookline Cooperative School Board adjourned at 9:46 p.m.

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