



## NOMINATIONS/RESIGNATIONS/CORRESPONDENCE

Superintendent Corey noted a question raised at the last meeting regarding expenses incurred from the Annual Meetings. The costs were stated as: March 15<sup>th</sup>; \$8,184, March 22<sup>nd</sup>; \$6,204, April 2<sup>nd</sup>; \$1,863, and the all-day voting that occurred on April 3<sup>rd</sup>; \$3,393.

Also requested was an update on expenses related to the lawsuit. Legal Counsel expenses through 6-30-18 totaled \$15,415.

Vice Chairman VanCoughnett noted the total cited (through 6-30-18) would not include the most recent events, e.g., response to the Motion to Reconsider. Superintendent Corey stated that to be correct.

## PUBLIC INPUT

Janet Merrithew, 19 Forest View Drive, Hollis

Spoke of her desire to form a support group for parents of special needs children. She phoned Amy Rowe, Director, Student Services, earlier in the day, and left a message to schedule a meeting regarding the formation of the group. She received a return call from Director Rowe's Administrative Assistant. A meeting has been scheduled for the following day.

She began this process at the Board's May 16<sup>th</sup> meeting. Superintendent Corey indicated Director Rowe would respond to her request. At the June 20<sup>th</sup> meeting, she informed the Board she had not been contacted. Superintendent Corey spoke of the volume of work required at the end of the school year. Before the July COOP meeting she and Director Rowe had exchanged emails during which she requested a meeting date and was informed Director Rowe was on vacation. She also indicated most parent support groups for parents of special needs children are initiated by parents. Ms. Merrithew indicated she was aware of that and had mentioned it to Principal Thompson at the last Board meeting.

Ms. Merrithew commented she would have liked the process to move faster but is thankful she will be meeting with Director Rowe.

## PRINCIPAL REPORTS

Bob Thompson, Principal, Hollis Brookline Middle School, informed the Board of work underway to replace the wooden sign located on the front lawn of the Farley Building. He has obtained approval from the Historic Commission and the Hollis Board of Selectmen (located on Town property). Classic Signs will have the new sign installed before the start of the new school year.

- Athletic Update
  - Coaches Handbook, Athletic Philosophy, Field Use Update

Brian Bumpus, District Athletic Coordinator, spoke of the report provided with the [agenda](#) commenting there is 1 item to add; seeking a Volleyball Coach for the Hollis Brookline Middle School (HBMS). He spoke of the reorganizing and cleaning of some of the language and the addition of the Coaches' philosophy. With collaboration from the Principals as well as the Athletic Directors at both the HBMS and the Hollis Brookline High School (HBHS), it is believed they have arrived at an all encompassing philosophy.

Ms. Deurloo Babcock remarked she is pleased with the handbook; particularly the incorporation of the philosophy and the five Is. There are questions as to where JV Coaches fit into this. She would like to see that clarified. She reiterated it is a great document to use to start conversations with the coaches regarding the implementation, and stated appreciation for the work that has been done.

Vice Chairman VanCoughnett asked for clarification the Athletic Agreement is part of the registration and was informed every student athlete and parent signs off on the Athletic Agreement through the FamilyID registration process. There are currently two separate agreements; one for the HBHS and another for the HBMS. The goal is to combine those into a single agreement.

Mr. Bumpus addressed HBMS Lacrosse noting the PowerPoint presentation that was included with the agenda packet is broken down into two parts. The first provides an idea of what is being seen currently in terms of field space and how that field space is utilized given the current makeup of sports offered at the HBHS and HBMS. The second provides an idea of what it is expected to look like should HBMS Boys and Girls Lacrosse be added.

Currently there are 6 rectangular fields utilized throughout the year; some more in the fall than others and some more in the spring. The HBHS Side Field is where Boys V/JV practice (2.5 hrs./day) and hold games (3.5 hrs./8+ games) and Girls Lacrosse V practice (2 hrs./day) and V/JV hold games (3 hrs./8+ games) as well as Field Hockey in the fall.

The HBHS Upper Field (located above side field) has limited use; practice overflow and JV game warm-ups. The HBHS Football Field is used for the high school and middle school track practices (2 hrs./day), the High School Boys and Girls Lacrosse practice space (when needed) and youth Lacrosse weekend games. The High School Soccer Field has limited COOP use; practice overflow. The field was reduced due to High School baseball field. The HBMS Back Field has no COOP usage. Used for flag football (3 hrs./2x/wk. and weekend games). The field is reduced due to the Middle School baseball field. The Middle School Love Lane Field is used by Girls JV Lacrosse for practice (1.5 hrs./day), youth Lacrosse (2 hrs./day). The field is reduced due to the middle school softball field. A chart was displayed depicting current usage of the fields for spring sports.

Mr. Bumpus spoke of the possibility of adding Boys and Girls Lacrosse at the HBMS and the proposal for restructuring the use of fields for that possibility. The HBMS Love Lane Field would be used primarily for middle school Girls Lacrosse practice (1.5 hrs./day) and games (2 hrs./5+ games) and middle school softball. The addition of a middle school girls lacrosse team would eliminate a current youth team hosted in Town. The usage would be a trade of one for the other. Fencing will be installed to provide separation between softball and lacrosse activities.

The HBMS Back Field would be used primarily for the Middle School Boys Lacrosse practice (1.5 hrs./day) and games (2 hrs./5+ games) and Middle School Baseball. Again, removable fencing would be installed to accommodate games.

At the High School Upper Practice Field, primary usage would be the High School Boys (1.5 hrs./day) & Girls (1.5 hrs./day) JV Lacrosse practices, and the HBHS Side, Football, and Soccer Field usage would remain the same. A chart was displayed depicting the proposed field usage.

Mr. Bumpus remarked what he sees happening is the over-usage of the Middle School fields being put on the High School Upper Practice Field.

What needs to be considered in terms of what happens if the teams are added:

- JV Girls Lacrosse will move practice locations

Not believed to be a problem. If anything, it would help because they would be practicing on the High School campus and not have to walk down to Love Lane every day for practice. They would share the field with the Boys JV Lacrosse team.

- Middle School Baseball/Softball will share field with Middle School Boys and Girls Lacrosse.

Fencing will help separate the teams during practices. There will be times where one of those teams will be displaced in order to accommodate a game for the other.

- Recreational usage of fields will be limited.

Currently we host quite a bit of recreational usage, particularly during the spring. Options would have to be weighed regarding the impact to the fields by allowing their continued usage in the same way they do now. However, Hardy South just reopened in Hollis, which should be able to accommodate a lot of what would be lost on the High School and Middle School properties.

- Scheduling Issues

Anytime there is a Middle School Boys and Girls Lacrosse game you will displace Middle School Baseball, etc. Every effort would be put in to ensure those games are scheduled opposite of each other.

This past year the NFHS approved a unified set of lines. This will be helpful in terms of scheduling as it means that boys and girls can now play on the same field without having to put two different sets of lines down.

#### Impact of Turf Field

Turf provides a designated game field. With lights, both high school and middle school games could be played back to back, which would help build that cooperative feel and program feel between the two schools. Games could be played in the rain reducing the need for rescheduling, would provide an opportunity to rest a field, and would open up additional field space when conflicts arise.

Mr. Bumpus stated his belief the fields will still see heavy use. There is a need to decrease recreational usage during the spring months. There will be a shift in wear and tear as some fields may see less usage, while others see more. There will be a boost in feeder system (building of 7-12 lacrosse programs), and movement of the High School Girls Lacrosse to the side field creates opening (for "home" games on Love Lane for Middle School Lacrosse).

When asked about the conditions on the Upper Field, Mr. Bumpus replied it is rough, it is usable.

Ms. Deurloo Babcock noted she has the same concerns as last year. This is a good plan during times of good weather. Moving recreational programs off the high school field is not what is desired for the long-term, but what might have to be done for this year. She stated concern with the condition of the upper field; however, commented this has been put in the budget, and voters voted for it as part of the budget.

Ms. Levesque stated her appreciation for the very creative scheduling.

Ms. Deurloo Babcock questioned if there has been any discussion around making the Middle School Lacrosse practice schedule not a full week schedule, e.g., 2 day/week one week for girls and 3 days/week for boys and the reverse on the following week, etc. They typically play two games a week. Reducing the number of practices may give the field a chance to rest. Mr. Bumpus stated he has not personally looked at that. The last time this was presented the youth lacrosse folks were onboard with having less practices per week if that meant that they were able to host a team. He stated his belief should we move forward with it, once there is a schedule there will be a much better idea of what could be done in terms of limiting practice time.

Vice Chairman VanCoughnett echoed the concerns about the Upper Field and questioned if work would be done on that field before spring. Mr. Bumpus responded spring is a very tough season to get anything done. As soon as the snow is off the field everybody wants on. Typically a lot of work in terms of over-seeding, etc. happens as soon as a team is done in the spring. That is when they are trying to get the most they can do. There are two challenges on the Upper Field; no irrigation and the desire to use it as soon as the snow is gone.

Vice Chairman VanCoughnett asked for clarification of the unified lines, e.g., intended to mean the Middle School and High School Boys and Girls all would have the same lines, and was informed that is the case. He commented it made the transition for moving the girls off of Love Lane completely this year so much easier, and it worked out great. There were multiple times where the boys and girls' teams were played back to back on the Side Field this year. Ms. Deurloo Babcock commented doing that is great, except that it will kill that field if that has to be done for a long period of time. Mr. Bumpus stated that to be the case. He noted that field is irrigated, which plays a huge factor.

When asked for an update, Mr. Bumpus stated Nashua Swim & Tennis is under new ownership, and it appears we will not be able to play tennis there this spring. Options have been discussed such as Hampshire Hills; however, it would present the same issues that Nashua Swim & Tennis did where we can play and practice indoors during the regular season, but we would not be able to host a tournament game there as their outdoor courts are clay. Another option is looking to some of the different condo. associations in the area to see what they have for tennis courts and if that would be a possibility.

## DISCUSSION

- Turf Field Update

Superintendent Corey informed the Board he is in regular contact with legal counsel. Nothing has changed since the time of the last meeting. They have not heard back from the Superior Court regarding the Plaintiff's request for reconsideration. As soon as that information is known, the Board will be made aware, and the information will be posted to the SAU and COOP websites.

- STEM Lab Update

Superintendent Corey stated the Administration's intent to bring together the committee that worked last year to evaluate the previous proposal, look at potential options, and return to the Board in the September/October timeframe for feedback. If the plan were to remain the same, the cost would be limited. If the committee looked at other options, there may be a need to re-engage with the architect to review the plan and ensure an accurate cost estimate. If proceeding forward the intent would be to conduct open houses and similar events to inform the community.

The State is changing its certifications for Teachers around many of the engineering courses, etc. to promote STEM. They are also looking at the digital portfolio morphing into something with a greater focus on STEM. The Administrative Team spent the last two days on a Retreat. One of the areas that was discussed, among all of the SAU Administrators, was a need to almost look at the STEM lab as more of an innovation center. There is much more coming out in the way we look at potential uses for the space for Language Arts, English, History, the Arts, etc.

- Pre-PSAT for Hollis Brookline Middle School (HBMS)

Assistant Superintendent Bergskaug spoke of the option of implementing PSAT 8/9 in grade 8. The desire is to identify a means of measuring student performance on HBMS curriculum. They don't currently have a standardized tool to do so that is normed nationwide. If implementing an assessment, the desire is for it to be thoughtful, relevant for the students and families, produce data that can be utilized to personalize learning,

address any concerns, and create opportunities that may not have presented themselves previously. Although a single data point, it is one the District does not currently have.

Students engage in standardized tests in grades 2-6 and not again until taking the PSAT at the High School. There is a gap in the ability to do an assessment to see how we are doing and check progress. The PSAT 8/9 is the suggested tool because there is progression. PSAT 8/9 is designed for 8 and 9<sup>th</sup> grade students. Our students then take the PSAT and then the SAT. That allows for monitoring of growth over time and to make better use of the data.

It is a two hour 25 minute test. Results are returned quickly. If the assessment is offered at the start of October, results can be obtained, analyzed, and some personalized learning could be put in place while the students are still in the 8<sup>th</sup> grade. The score report allows the District, students and parents to see every question that was answered correctly/incorrectly. Although a wide testing window, the District would be looking to conduct the test in the second week of October. It measures Reading, Writing, and Math and is really looking for skills that are essential for success in high school. If approved, it could be implemented this year.

Assistant Superintendent Bergskaug indicated other schools are implementing this and are finding it is benefitting students as they move on to high school. You see improvement in performance on PSAT and SAT. Schools use the data in different ways. Some, as we would, as more of a Response to Instruction (RtI); work with students where they are at and fill in any gaps that might be identified. Others use it more to open up possibilities for career choices or opportunities that might be available to students. We're just looking for a piece of data that can provide more information about how our students are doing on our curriculum, how we can help them while they are with us.

It was noted the test is for 8<sup>th</sup> and 9<sup>th</sup> grade students. The question was asked of whether our students would be at a disadvantage by taking it in the 8<sup>th</sup> grade. Assistant Superintendent Bergskaug remarked they would not be at a disadvantage. PSAT has been around for years and is an 11<sup>th</sup> grade test. Most students who take it are not 11<sup>th</sup> grade students. What is assessed is in line with a lot of our curriculum but not all of it. Some assessments are adaptive; this one is not. Some of the questions will be a little more difficult and that is okay because the desire is to understand where a student is at.

## DELIBERATIONS

- To see what action the Board will take regarding the Administration's request to expand our life skills transition program for identified students

Amy Rowe, Director, Student Services, commented this project is one that has been a goal of hers for some time. The possibility of having a potential space to go to and move the project forward is something she is excited about.

The proposal is to enter into a lease agreement with Regional Services and Education Center (RSEC). The SAU is a member district of RSEC, which is a non-profit special education consortium. They have some space available located underneath where their business office is and next to Sunrise Children's Center. They are trying to rent their space and find alignment with who is in that space.

Part of that bottom level would be leased and used to create an apartment instruction space for the life skills students at the high school (predominantly) and middle school to be able to access for the apposition of daily living skills. There are two life skills programs at the high school that have grown in part by some of our students returning from out-of-district and in part through growth in number of students.

Part of the District's instruction responsibility is to provide opportunities for students to practice their daily living, community involvement, and vocational opportunities before they exit at age 21. As is done with all



students, the District is working to have that be authentic learning. The District is able to do so much of that in terms of vocational needs by having students who work at the transfer station, Country Kitchen, etc. The District has been increasing its community involvement in terms of vocational needs.

The expansion of the daily living is where they would like students to be able to generalize those skills. The District is able to do it in terms of providing direct instruction but being able to provide an authentic environment in which to practice that is an area in which there needs to be growth.

Director Rowe indicated the desire to create an apartment space that is designed to have three instructional areas; living room, classroom area, and bedroom area. The idea is for students to be able to practice doing all of the different life skills associated with that, e.g., making a bed, cleaning a bed, cleaning the different surfaces, having multiple flooring surfaces to navigate, etc. The piece she is most excited about is having a laundry area, which would include multiple closets and different doors they have to manipulate. They are looking to partner with an assisted living facility so that there is authentic laundry. In that way we will also be giving back to the community. Certain students, because of their social skills goals, would have to interact with those people, in retrieving/delivering laundry, etc. Different students would have ironing and folding, practicing putting into drawers and cabinets, and all of the skills associated with that. There is not a kitchen in that facility nor does she want one. The District does have a kitchen in which they do a lot of those skills.

Some of the students do have these needs and the District currently contracts out for those services. The cost to provide those services is approx. \$250/day. With the District being able to do this, it can provide for all students a much better and more authentic way at a significant cost savings over the cost of providing this for only a couple of students.

Director Rowe stated the District's insurance carrier, Primex, came in and met with the Administration. They were very excited about it, expressed this is exactly what we are supposed to be doing, and stated agreement with moving forward. They had some specific questions in terms of ensuring any lease agreement requires the lessor to take care of snow removal and that prior to any student entering, the District's OT and PT visit the site and approve of the space.

Director Rowe indicated she and Superintendent Corey have been working with the Judy Koch, Executive Director, RSEC, to rent that space at submarket value. The District would remodel it in terms of creating the spaces themselves. RSEC would have the actual work done, but the District would cover the cost.

Discussions have occurred with other districts as to whether or not they would want to join in, and they would engage in that after it is understood what our time needs are.

Superintendent Corey indicated his full support of the project. He provided the example of a severely handicapped child who, without these skills, would not be able to qualify to get into a group home. From the perspective of a parent, your son or daughter would now have the ability to qualify for group living. When looking at this long-term that child now has a stable home to be part of when eventually their parents are not able to provide for them. He spoke of the level of excitement around the program and noted, from a financial perspective, it is also a cost savings long-term because of what the District pays for these services, but most importantly it is our students learning with our staff, which he believes to be the best thing for them.

When asked about the number of students in the program, Director Rowe responded currently there are 15 although 2 new enrollments occurred this week. Whether those students will be part of this is not yet known. Whether all 15 would go and have access points during the course of the week is uncertain. She does know that at least 8 would be ready to go. Their Case Managers are anxious to get this in place. The District is currently artificially creating some of those opportunities for them now with exception of the ones that are contracted out. It is also one of those pieces that once we have it we will be able to bring more students over, she just did not want to commit to that without having the opportunity in place. Transportation would be the District's van.

Ms. Whalen commented on her belief this would be a win/win for the District and RSEC. She is aware that space has been a giant concern in that building, and it is nice that they can have students in there. Director Rowe commented she believes they are pleased with the idea as they would know who would be coming into that space right across from Sunrise, and it is 100% in alignment with their mission.

Ms. Levesque stated her support of the proposal. She commented on having recently spoken with a neighbor whose sister is special needs and, as an adult, will have to go through all of this. To get this started at a young age is great. She asked that the cost factor be discussed for the sake of the viewing public. Director Rowe stated at this time the District has budgeted for 2.5 students (based on hours) to receive services at a cost of \$23,000 for this year. As more students are aging up there may be the need to budget for a greater cost as more students would be accessing those services. There are 8 students for whom those will start to be their goals. Where there are 15 students in those programs they will all need it at some point. If we have it available she will be able to pull in more students for a fraction of what the cost is now.

Ms. Deurloo Babcock questioned how often students would be transported to the school. Director Rowe indicated some of those students have already done some of their vocational and would instead go over to that site. It would not interfere with what is currently being done, it is just that the sites change. A student may be doing vocational on Monday and Wednesday and on Tuesday and Thursday they are over at the apartment. She stated the goal is not to be a sole instructional space for any student. Students would still be in the life skills classroom, will still do the vocational piece. This is a just a community based access point for that portion of their goals.

Mr. Cross stated his support and questioned why this has not been implemented previously. Director Rowe responded the issue was figuring out the space. There have been many discussions of space. There has been discussion over the possibility of taking over another classroom and whether that would really be authentic because they are still in the building. For some of these students the building is their safe place and we need to get them out of their safe place where they are exposed to the zig zags, the things that come up in life. The issue has been in identifying a space that is decent enough in size that will not be too costly and would meet our needs. It has been a process to locate such a space. When RSEC decided they were not going to sell she approached them with the possibility.

**MOTION BY MEMBER WHALEN TO ENTER INTO A LEASE AGREEMENT WITH REGIONAL SERVICES AND EDUCATION CENTER (RSEC), AMHERST, NH, FOR OFFICE SPACE IN THEIR EXISTING BUILDING TO CREATE A LIFE SKILLS APARTMENT FOR TRANSITION SERVICES FOR STUDENTS. TOTAL FIRST YEAR COST OF ELEVEN THOUSAND DOLLARS (\$11,000) INCLUDES THE INITIAL SET-UP COST OF FIVE THOUSAND DOLLARS (\$5,000) AND THE YEARLY LEASE COST OF SIX THOUSAND DOLLARS (\$6,000). FUNDING SOURCE IS THE OPERATING BUDGET**

**MOTION SECONDED BY MEMBER DEURLOO BABCOCK**

**MOTION CARRIED**

**5-0-0**

- To see what action the Board will take regarding the Administration's recommendation for implementation of the Pre-PSAT to be administered at HBMS

**MOTION BY MEMBER LEVESQUE TO APPROVE THE RECOMMENDATION OF THE ADMINISTRATION FOR IMPLEMENTATION OF THE PRE-PSAT TO BE ADMINISTERED AT THE HOLLIS BROOKLINE MIDDLE SCHOOL**



## **MOTION SECONDED BY MEMBER DEURLOO BABCOCK**

### ON THE QUESTION

Mr. Cross questioned if there is any negative aspect of moving forward with the proposal. Assistant Superintendent Bergskaug remarked a few concerns have been raised. The time of the testing was one of the concerns. The 2 hour and 25 minute timeframe is a relatively short period of time when looking at different testing options. She would argue if the District is able to get data that better meets the needs of our students it is more effective than sitting there without the data. Another concern was are we putting pressure on our students too soon and beginning the college process early. She commented the pressure is there, it is there as early as elementary school. What we have to do is continue to address the needs of our students (social, emotional) from Kindergarten all the way up, but don't treat this as this is a pre-college test, it is not. That is not our intention and not how we are going to use the information. This isn't going to be an indicator of what school a student will get into, etc. It is none of that. That is not the conversation.

Principal Thompson added that is not how we operate at the middle school. They have conversations with teachers and discuss being cautious about how much they say "You will need this in high school". They want to live in the moment, let the students be middle schoolers. In the message that will be delivered to the students, the word college will not be part of that PSAT conversation.

Ms. Deurloo Babcock stated that is her concern, but she trusts the Administration in the building and Teachers and staff that they will present it that way and that many of our students and families will take it that way. That is all we can do as a Board. You can't control how families interpret this or what conversations take place at home. She sees the benefits of the data and likes the idea that it is a continuation, PSAT, PSAT, SAT. It is just a matter of, as a parent, making sure that her child who has heard SAT in his house a lot, knows that this doesn't determine anything for him. This is just a beginning step. That is her job as a parent not her job as a Board member. She stated her support.

Ms. Levesque questioned how this would be presented to parents. Principal Thompson stated, if supported by the Board, he and Assistant Superintendent Bergskaug would meet and come up with a plan. He stated his belief parents will welcome it. He commented one of the goals they have is personalization of learning; to be able to have personalized learning plans from these tests and be able to say to parents this is what your child can do, and this is how we are going to push him/her this year. He stated his belief it will be a pretty big hit with parents when they see that that is, on our end, the goal. The reality is the Statewide Assessment System (SAS) testing that is done in May is not useful data for us to be able to drive instruction. This is going to be useful data that can be used to help improve performance by our students.

Ms. Levesque questioned how the message would get out to parents that it is for RtI. Principal Thompson responded there has to be thought that goes into how this is rolled out because he also does not want to put too much of an emphasis on it. With very limited time during the Orientation evening that may not be the center of his message, but he will ensure that whatever communication goes out to parents is thoughtful, and that they take the time to answer any questions or concerns that may come about.

Mr. Cross commented a lot of anxiety and stress comes from the unknown. He likes the idea that the word college is not attached to it and the fact that students get exposed to it early.

### **MOTION CARRIED**

#### **5-0-0**

- To see what action the Board will take regarding the Administration's recommendation regarding establishing a schedule for Annual Meeting in March of 2019

**MOTION BY MEMBER WHALEN TO AUTHORIZE THE MODERATOR TO WORK WITH  
LEGAL COUNSEL, THE CHAIRMAN, AND THE SAU ADMINISTRATION TO ESTABLISH A SET  
START AND CLOSE FOR EACH SESSION OF THE ANNUAL MEETING  
MOTION SECONDED BY MEMBER DEURLOO BABCOCK**

ON THE QUESTION

Superintendent Corey noted the workshop held in early August reflected on the Annual Meeting. A number of things came out of that. Being sought is permission from the Board for the Moderator to work with legal counsel, the Chairman, and SAU Administration to formulate a schedule of a start time and an end time for each portion of the Annual Meeting. A sample was provided in the agenda packet.

He commented during the last Annual Meeting, an hour and 15 minutes passed before discussion began on the first article, which resulted in a very late evening.

Another desire expressed was that no new article be discussed after 10:00 p.m. and that there would be a hard stop at 11:00 p.m. It was felt, by providing a concrete start and stop time, participation may increase as it is understood a lot of families have to leave as they have work in the morning, have children to put to bed, etc. Although it would be nice for it to be a single evening meeting, preference would be to move to multiple sessions having a concrete schedule.

The Board, with this motion, was not being asked to adopt the schedule, but simply to allow those individuals to bring back to the Board a schedule that can be adopted in the October/November timeframe.

**MOTION CARRIED**

**5-0-0**

- To see what action the Board will take regarding the Administration's recommendation regarding the review and potential revision of the secret ballot used at annual meeting

**MOTION BY MEMBER WHALEN TO AUTHORIZE THE MODERATOR TO WORK WITH  
LEGAL COUNSEL, THE CHAIRMAN, AND THE SAU ADMINISTRATION TO REVIEW AND  
POTENTIALLY REVISE THE VOTING BALLOT  
MOTION SECONDED BY MEMBER DEURLOO BABCOCK**

ON THE QUESTION

Superintendent Corey stated this too is the result of the discussion at the workshop. One of the problems that needs to be addressed is the actual ballot. That came directly from the Moderator. The motion authorizes the Moderator to work with legal counsel, the Chairman, and the SAU Administration to review the present ballot, look at what other communities are utilizing, and bring back a ballot for Board consideration.

Ms. Deurloo Babcock questioned if the Supervisors of the Checklist need to be involved in this process. Superintendent Corey stated it would be a public session and would be posted as such. Anyone wishing to attend could. He stated he would request the Moderator make those individuals aware of this discussion and the Board meeting during which discussion would occur around any proposals.

**MOTION CARRIED**

**5-0-0**

- To see what action the Board will take regarding Policy IJ – Instructional Materials  
*Given its second reading;*

**MOTION BY MEMBER WHALEN TO ACCEPT THE SECOND READING OF POLICY IJ –  
INSTRUCTIONAL MATERIALS  
MOTION SECONDED BY MEMBER DEURLOO BABCOCK**

ON THE QUESTION

Ms. Deurloo Babcock stated the Policy Committee met and reviewed the concerns raised. Legal reference was added to clarify the policy follows NH Administrative Rules. A few questions were received regarding some of the language that is in instruction materials. One of the questions was the meaning of aesthetic value. The Policy Committee is of the belief that relates to performing arts types of material and letting people grow in that way. There was a question about the statement that instructional materials must be sequential. It does not mean that everything has to be in sequence, it means that the teaching and testing needs to be sequential. You are going to test on what you've taught, but obviously in an English course or Poetry class you might not have sequential learning whereas in Math or Science you would.

She suggested the motion be amended to waive the third reading and adopt. There are Federal funds that are being held awaiting approval of the policy.

Assistant Superintendent Bergskaug stated there was concern with having the CFR present. It was run by legal counsel who indicated it is fine the way it was, but they went ahead and added the NH Code just to be specific to NH and the Federal regulations.

**AMENDED MOTION BY MEMBER WHALEN TO ACCEPT THE SECOND READING, WAIVE  
THE THIRD READING, AND ADOPT POLICY IJ – INSTRUCTIONAL MATERIALS  
MOTION SECONDED BY MEMBER DEURLOO BABCOCK  
MOTION CARRIED  
5-0-0**

*Vote on the Main motion*

**MOTION CARRIED  
5-0-0**

- To see what action the Board will take regarding Policy GDQA – Reduction in Support Staff Work Force  
*Given its first reading;*

**MOTION BY MEMBER DEURLOO BABCOCK TO ACCEPT THE FIRST READING OF POLICY  
GDQA – REDUCTION IN SUPPORT STAFF WORK FORCE  
MOTION SECONDED BY MEMBER WHALEN**

ON THE QUESTION

Ms. Deurloo Babcock stated the proposed change to be the deletion of the language: “In addition, Category 4 Para educators shall have seniority rights over Category 3 Para educators with less seniority.” As a result of the re-negotiation of the HESSA contract, the District no longer has Category 4 Para educators.

Assistant Superintendent Bergskaug noted the draft policy was shown to the President of HESSA.  
**MOTION CARRIED  
5-0-0**

- To see what action the Board will take regarding the Business Administrator's recommendation that the retained fund balance be maintained at its present funding level

Superintendent Corey noted the memorandum provided and the recommendation of the Business Administrator that the retained fund balance be maintained at its present funding level of \$142,000.

Work continues with the Auditors on the exact amount that will be returned to the taxpayers. When reported in the May/June timeframe the expectation was that \$231,000 would be returned. The Business Administrator does not anticipate that amount being reduced.

**MOTION BY MEMBER DEURLOO BABCOCK TO RETAIN UP TO THE SUM OF ONE HUNDRED FORTY TWO THOUSAND DOLLARS (\$142,000) OF SCHOOL FUND BALANCE FROM THE FY18 SCHOOL YEAR**

**MOTION SECONDED BY MEMBER WHALEN**

**MOTION CARRIED**

**5-0-0**

REPORT OUT BY PROCESS OBSERVER

Ms. Deurloo Babcock stated all agenda items were discussed. There were some great presentations.

ADJOURNMENT

**MOTION BY MEMBER LEVESQUE TO ADJOURN**

**MOTION SECONDED BY MEMBER WHALEN**

**MOTION CARRIED**

**5-0-0**

The August 15, 2018 meeting of the Hollis Brookline Cooperative School Board adjourned at 7:17 p.m.

Date \_\_\_\_\_

Signed \_\_\_\_\_



## Business Office Memo

**To:** Superintendent Andy Corey  
**From:** Kelly Seeley  
**Date:** 8/14/2018  
**Re:** Retained Fund Balance – Hollis Brookline Cooperative (RSA 198:4-b.II)

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It is my recommendation that the retained fund balance be maintained at its present funding level of \$142,000 for the following reasons:

- a) Ensures the retained fund balance is tax neutral as compared to last year's tax rate
- b) The school district's budget already contains a contingency fund of \$100,000
- c) The district has a maintenance trust fund if urgent repairs are required which can be used to supplement the retained fund balance with proper approvals

Please request the following motion be made at the August board meeting to define this year's retention amount:

MOTION BY MEMBER \_\_\_\_\_ TO RETAIN UP TO THE SUM OF ONE HUNDRED FORTY TWO THOUSAND DOLLARS (\$142,000) OF SCHOOL FUND BALANCE FROM THE FY18 SCHOOL YEAR.