

SPECIAL HOLLIS BROOKLINE COOPERATIVE SCHOOL BOARD

MAY 29, 2019

MEETING MINUTES

A special meeting of the Hollis Brookline Cooperative School Board was conducted on Wednesday, May 29, 2019 at 6:40 p.m. at the Hollis/Brookline Middle School Library.

Holly Deurloo-Babcock, Chairman, presided:

Members of the Board present: Tom Solon, Vice Chairman
Melanie Levesque
Cindy VanCoughnett
Beth Janine Williams, Secretary

Members of the Board Absent: Elizabeth Brown
Krista Whalen

Also in Attendance: Andrew Corey, Superintendent
Gina Bergskaug, Assistant Superintendent

APPOINTMENT OF PROCESS OBSERVER

Chairman Deurloo Babcock appointed Cindy VanCoughnett as Process Observer.

AGENDA ADJUSTMENTS - None

NOMINATIONS/RESIGNATIONS/RETIREMENTS/CORRESPONDENCE

Superintendent Corey informed the Board of his nomination of Daniel Bumbarger for the position of Guidance Counselor at the Hollis Brookline High School (HBHS) for the 2019-2020 school year. Mr. Bumbarger comes to the District with his Masters in School Counseling from Assumption College (2014). He would be at a Masters Step 6 and a salary of \$53,553.

Superintendent Corey noted the nomination was brought forward at this time as Mr. Bumbarger has to provide notice to his current district by June 1st.

**MOTION BY MEMBER VANCOUGHNETT TO ACCEPT THE SUPERINTENDENT'S
NOMINATION OF DANIEL BUMBARGER FOR THE POSITION OF GUIDANCE COUNSELOR AT
THE HOLLIS BROOKLINE HIGH SCHOOL AT A MASTERS STEP 6 AND A SALARY OF FIFTY-
THREE THOUSAND FIVE HUNDRED FIFTY-THREE DOLLARS (\$53,553)
MOTION SECONDED BY MEMBER LEVESQUE**

ON THE QUESTION

Vice Chairman Solon questioned the anticipated total staffing for the High School Guidance Department, and was informed it will be the same as the current year at 5.8 positions; a 0.8 position, 4 full-time Counselors and the Department Chair. Asked for clarification the makeup of the department does not put student assignments on any Administrator, Superintendent Corey stated that to be correct.

Vice Chairman Solon questioned the number of returning employees to the department, and was informed there are 2 openings. One of the open full-time positions was filled by the individual who held the 0.8 position. With the Board's approval of this nomination, there would remain a 0.8 position to be filled.

Chairman Deurloo Babcock noted, prior to this year, the 504 Coordinator was a 0.8 position. The Guidance Counselors are now all doing 504 plans. Assistant Superintendent Bergskaug stated previously there were 5 School Counselors and a 0.8 504 Coordinator, and now there are 5.8 School Counselors.

MOTION CARRIED

5-0-0

At the last meeting, Superintendent Corey brought forward a nomination for the Tech Ed position. That individual did not accept the position. Understanding how competitive the market is, Principals are required to submit two candidates. Superintendent Corey and Assistant Superintendent Bergskaug interviewed Michael Scaramellino via Google Hangout. Mr. Scaramellino currently resides in Ames, IA. He and his Wife are relocating to New Hampshire. He comes to the District with his Masters in Ed in Curriculum and Tech from Southern New Hampshire University (2016).

MOTION BY MEMBER VANCOUGHNETT TO ACCEPT THE SUPERINTENDENT'S NOMINATION OF MICHAEL SCARAMELLINO FOR THE POSITION OF TECH ED TEACHER AT THE HOLLIS BROOKLINE MIDDLE SCHOOL FOR THE 2019-2020 SCHOOL YEAR AT A MASTERS, STEP 8 AND A SALARY OF FIFTY-SIX THOUSAND FIVE HUNDRED NINETY-FOUR DOLLARS (\$56,594)

MOTION SECONDED BY MEMBER WILLIAMS

ON THE QUESTION

Vice Chairman Solon spoke of the discussions around the skill set of the individual placed in the position and how that would impact curriculum. His understanding is the two candidates have different views of the tech ed curriculum. He questioned what bringing this individual on board will mean for how the tech ed is structured in the Middle School, and if there are any automatic implications with regard to moving forward with what was proposed for robotics during the time of the walk.

Superintendent Corey noted the strength of the first candidate was wood and traditional wood shop. He would have needed to expand his skillset in the area of tech ed. The present nomination has a great skillset in computers and tech ed, and will need to expand his knowledge in the area of wood shop. Assistant Superintendent Bergskaug stated agreement noting the candidate before the Board has a wider skillset. She believes he has the ability to provide a greater variety of experiences for the students. Based on his experience in Massachusetts, which was middle school and varied by grade level compared to his experience in IA, which was high school wood, metal, etc., it is a different skillset and more skills in terms of different materials.

Vice Chairman Solon questioned if it is likely the proposal provided during the walk would be adjusted. Assistant Superintendent Bergskaug stated it would not. She added, long-term, she would envision the new Principal would potentially make some proposals to plan for in the budgeting process, e.g., perhaps laptops in the space. Vice Chairman Solon commented there was a question about whether certain pieces of equipment would remain or not and how the space would be shared, e.g., time allocation. He questioned if that would change, and was informed it would not.

Superintendent Corey commented, in his five years in the District, this was one of the more difficult decisions he had to make in terms of choosing a candidate. Had there been another position this individual was qualified for the Administration would have probably brought both candidates forward.

Asked if he would have to obtain any certification, Assistant Superintendent Bergskaug indicated he has applied for a Statement of Eligibility. He holds the certification in Massachusetts, has a different certification in IA, and has the experience. The only area where there may be a snag is that with the specialty areas the name of the certification is very specific. It might not perfectly match. This field is an area where an alternative certification could be done. The candidate would be more than qualified, and she would work with him to complete that. The District has a few educators in that same position.

Vice Chairman Solon questioned whether savings would be achieved in the salary line of the budget based on a seasoned employee retiring. Superintendent Corey remarked although there is a difference in the proposed salary and that of the salary of the individual who previously filled the position, during the budget process, the position was identified as a Masters Step 5. Therefore, the proposed salary is greater than that which was budgeted. He commented on savings that may be achieved through the guidance area as that opening was not the result of a retirement.

MOTION CARRIED

5-0-0

Superintendent Corey informed the Board the Music Education Department at Plymouth State University has offered Dave Umstead a one-year full-time position with the title of Music Education Director of Bands. Mr. Umstead is requesting the District award him a one-year leave of absence so that he can pursue this exceptional opportunity. In his letter he states “While it would be much less stressful for me to pass on this offer, I also know that certain doors only open once. I would like to take advantage of this rare chance to exponentially grow as a musician, teacher, and individual.

The expected benefits from this professional development opportunity would be improved rehearsal conducting techniques as a result of direct college level performers and advanced music literature, growth as a conductor through teaching of conducting classes, enhanced awareness and reflection of best practices via the critique and advising of future educators, exposure to new perspectives and ideas from another institution, absorption of knowledge from collaboration with veteran college professors, increased professional connections in the region, up-to-date familiarization with modern college culture, and countless more unforeseen insights and lessons that will improve my teaching. The Hollis Brookline High School is a very special place to me. I invested long hours and many years building the music program to its present status. If given this opportunity, I would most certainly do anything in my power to facilitate a smooth and successful transition for the 2019-2020 school year. Thank you for your consideration.”

Superintendent Corey stated Mr. Umstead has done remarkable things for the District and is the face of the music program. The Collective Bargaining Agreement does allow for this request so that he could pursue this option. His discussions with Mr. Umstead have left him with the understanding the intent is for him to go there for a year, enhance his skillset, and then return to the District. There is no guarantee. He is well aware the Board could turn him down and he could be in the District next year. Superintendent Corey stated his support of the request commenting in his short time in the District what he has seen Mr. Umstead do has been remarkable, and he believes he will return to the District with much more. Mr. Umstead has indicated he has someone he believes would be able to come in and fill his role for a year, and do an exceptional job.

Vice Chairman Solon questioned if the opportunity is being viewed as contingent upon a replacement. Superintendent Corey stated he did not view it that way as there is the requirement for the position to be posted and the interview process undertaken. What Mr. Umstead wanted the Board to know is that he is aware of former Hollis Brookline students that are finishing up music education programs to become teachers. He is very familiar with a couple of individuals who he would strongly encourage to apply.

Vice Chairman Solon asked for clarification the terms of a leave of absence are such that the employee does not have to commit to returning to the District, but the District must commit to rehiring. It was stated the District would be required to offer him a position upon his return.

Asked at what point next year he would have to provide notification, Superintendent Corey stated it to be April 15th.

Vice Chairman Solon stated his support of the request noting the commitment Mr. Umstead has made to the school and the effect he has had on the overall culture; he believes the District owes him this opportunity.

Chairman Deurloo Babcock stated her complete agreement. Although a loss for the students who are working with him because of the great relationship they share, it is an opportunity for him, and the District owes him that.

**MOTION BY MEMBER SOLON TO APPROVE THE ONE-YEAR LEAVE OF ABSENCE FOR
DAVID UMSTEAD
MOTION SECONDED BY MEMBER WILLIAMS**

ON THE QUESTION

Asked about the timeline, Superintendent Corey stated the position would be posted on Monday. He believes Mr. Umstead would assist in the interview process as well as make himself available as a resource.

**MOTION CARRIED
5-0-0**

Robotics Program

Superintendent Corey noted he presented the Budget Committee with the information on the Robotics Program and the expenditure of funds. They made a formal motion in support of the position (5-2). Those who voted in opposition supported the proposal for the space but had concerns with the process because it wasn't something that happened early in the budget season, etc. Overall it was very well received.

Ms. VanCoughnett stated it to have been very positive. She understood the concern, as she believes the Board does, in regard to how it transpired and the concern that something like that could happen again to the budget side.

Asked about next steps, Superintendent Corey stated it would come before the School Board on the 15th. There will be an updated drawing on the space, the curriculum proposal will be brought back before the Board, and a request will be made for formal action by the Board. If successful, a timeline will be established and the steps prioritized to get the room as ready as possible for students first, Robotics second.

Vice Chairman Solon requested information be shared with the Board as early as possible to provide as much time as possible for review.

PUBLIC INPUT - None

DISCUSSION

- Field Update – The Board will be provided information regarding the response to the Turf Field Request for Proposal

Included as part of the agenda were copies of the three bids that came in for the turf field. The bids were posted online to be made readily available to the public, and were provided to the Budget Committee as well as Tighe & Bond (bond counsel).

Requested of bidders was an estimate encompassing every component of the field (within perimeter of the fence), and estimates for four alternatives; 1) gravel parking area, 2) scoreboard foundation, 3) pave access road and upper area, and 4) light pole bases.

The three bidders are Hollis Construction, Inc. and Leighton A, White, Inc. (joint venture), Quirk Construction Corp., and RAD Sports. The bids are as follows:

	<u>Hollis Construction</u>	<u>Quirk Construction</u>	<u>RAD Sports</u>
Field Components	\$1,873,000	\$1,457,000	\$1,789,000
Gravel Parking Area	50,000	30,000	51,000
Scoreboard Foundation	16,000	11,500	16,000
Pave Access Rd. & Upper Area	40,000	39,000	43,500
Light Pole Bases	77,000	65,000	109,000
Total	\$2,056,000	\$1,602,500	\$2,008,500

Superintendent Corey spoke with Tighe & Bond who indicated they have worked with both Quirk Construction and RAD Sports. They were not familiar with Hollis Construction & Leighton, Inc. They expressed no reservations about the two bidders that are well known to them; worked with them at the Nashoba Valley Technical School. Both came with extensive references for the various fields.

Superintendent Corey stated his recommendation of Quirk Construction, and his desire for approval from the Board to work with Quirk Construction to see if a contract can be reached. The contract would be developed by the Superintendent, Kelly Seeley, Business Administrator, and Gregory Im, Esq., Drummond & Woodsum. Superintendent Corey spoke of having worked with Attorney Im on the contract for the Hollis Primary School project.

There are some aspects of the project that need to be discussed with the bidder. It is anticipated a contract can be reached, and would be before the Board for approval, along with a timeline, at the June meeting. The NHDES Environmental Wetlands Permit is expected to be issued shortly.

DELIBERATIONS

- To see what action the Board will take regarding the Superintendent’s recommendation regarding the awarding of the turf field project at Hollis Brookline High School

MOTION BY MEMBER SOLON TO AUTHORIZE THE SUPERINTENDENT TO ENTER INTO CONTRACT NEGOTIATION WITH QUIRK CONSTRUCTION CORP. IN AN AMOUNT UP TO ONE MILLION SIX HUNDRED SIXTY THOUSAND DOLLARS (\$1,660,000) FOR THE TURF FIELD PROJECT AT THE HOLLIS BROOKLINE HIGH SCHOOL, CONTINGENT ON SUCCESSFUL VERIFICATION OF QUALIFICATIONS PER ARTICLE 3 OF THE INVITATION TO BID. SOURCE OF FUNDING IS THE TURF FIELD BOND ARTICLE APPROVED BY THE VOTERS AT THE 2018 ANNUAL MEETING

MOTION SECONDED BY MEMBER WILLIAMS

ON THE QUESTION

Vice Chairman Solon questioned what is viewed as being negotiable. Superintendent Corey stated the desire to receive definitive answers around a few items. He provided the example of ledge, which is typical in the State when a project involves digging. He would like to ensure legal counsel is comfortable with language around ledge should that be discovered as that could quickly escalate costs.

Vice Chairman Solon questioned if that was detailed in the bid package and the information provided on the boring holes that were done. Superintendent Corey stated it is very detailed, but what he has learned if there is not language in the contract, if discovered, the project would come to a stop until it could be determined how that would be addressed/paid for.

Superintendent Corey provided another example of wanting to structure the timeline so that the project goes beyond the point of the possibility of ledge, for example, before moving on to any alternatives. Asked if it is his opinion the price quoted is inclusive of the discovery/handling of ledge, Superintendent Corey stated it is; however, he wants that clarified/specified in the contract. He noted he has spoken with the bidder regarding that issue, and was informed, based on the information provided, they do not anticipate that being an issue.

Vice Chairman Solon questioned the strategy with the alternative items. Superintendent Corey responded once the project has progressed beyond the point where it would be understood if ledge would be encountered, it will be necessary to prioritize the alternate items. The gravel parking area is something he believes to be needed given the current experience with parking issues at the high school. Adding 30-40 spaces would help the day program. There has been discussion between Tighe & Bond and the Superintendent's office regarding the best way to do the light structures. That is an alternative that would likely be discussed further before moving forward.

Vice Chairman Solon questioned at what point in the process decisions are made about the alternatives. Superintendent Corey stated his belief it would be known, prior to the start of the school year. Asked if each one of the alternatives would come before the Board, he indicated at the next Board meeting, along with the contract, he would like to bring forward a Charge for the Facilities Committee empowering them with the authority to make decisions based on the information received.

Vice Chairman Solon questioned if the alternatives have to be rolled into the contract. Superintendent Corey stated the desire to work with bond counsel on that issue as he would like to establish timelines.

Chairman Deurloo Babcock questioned if the concern is that the contract would be all inclusive, and if the desire is for the alternatives to be separate from the field itself. Vice Chairman Solon responded he does not have a concern as much as a lack of understanding of what will be negotiated. He would like to understand if the alternatives would be negotiated as a bundle or individually. Superintendent Corey responded the reason the bid was structured the way it was is because the \$1,457,000 represents a turf field that is playable, with the fence. There was concern because of cost escalations for any construction project. The desire was to ensure the project was bid out in such a way that decisions could be made on what to do and what not to do to ensure the project stays under budget. Working with bond counsel, part of the strategy will be to determine which of the alternatives will be done. Those answers will be provided the Board at its next meeting.

The lights are an aspect the Board has discussed as being funded through private donations. The Board will need to discuss if the bases are looked at as part of the lights. If that is the case, the information relayed to the voters was that lights would be privately funded and not included as part of this project. In that instance, there is now a known cost to use when seeking donations, and it would bring the project in at a lower cost than what was approved by the voters. The goal is to answer all of the questions raised, at the June meeting.

Vice Chairman Solon questioned if information is known on the issue of the Right of Way. Superintendent Corey responded the paperwork has been completed and provided to both sides. The expectation is that will be completed by the June meeting.

Ms. Levesque questioned if Quirk Construction has mechanisms in place to help prevent cost overruns. Superintendent Corey remarked typically when the District has entered into a contract such as this, the base price is what the contractor sticks to. Occasionally there are areas of a project that come in under budget while others come in over budget. The Facilities Committee will monitor the entire project and provide the Board with regular updates.

MOTION CARRIED

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ADJOURNMENT

MOTION BY MEMBER SOLON TO ADJOURN

MOTION SECONDED BY MEMBER WILLIAMS

MOTION CARRIED

5-0-0

The May 29, 2019 special meeting of the Hollis Brookline Cooperative School Board adjourned at 7:22 p.m.

Date: _____

Signed: _____