

**Hollis Brookline Cooperative School District
Annual District Meeting
March 15, 2022**



School Board Members

- Holly Deurloo Babcock, Chair
- Tom Solon, Vice Chair
- Beth Williams, Secretary
- Elizabeth Brown
- Kate Stoll
- Krista Whalen
- Cindy VanCoughnett

Budget Committee Members

- Darlene Mann, Chair
- Raul Blanche, Vice Chair
- Dave Blinn
- Matt Maguire
- Tony Stanizzi
- Tom Whalen
- Cindy VanCoughnett, SB representative

Administration

SAU Office

- Andrew Corey
- Gina Bergskaug
- Lauren DiGennaro
- Kelly Seeley
- Linda Sherwood
- Amy Rowe
- Rich Raymond

Superintendent

Assistant Superintendent

Director of Student Services

Business Administrator

Asst. Business Administrator

Asst. Director of Student Services

Network Administrator

HBHS

- Tim Girzone
- Kimberly Meyer
- Bob Ouellette
- Amanda Zeller

Principal

Assistant Principal

Assistant Principal

Assistant Principal

HBMS

- Patrick West
- Jennifer Campbell
- Yolanda Flamino

Principal

Assistant Principal

Assistant Principal

Meeting Officials

- James O'Shaugnessy District Counsel
- Diane Leavitt District Clerk
- Supervisors of the Checklist
- Ballot Clerks
- Assistants and Counters

Election Results

- COOP School Board, Brookline

Beth Williams 729

- COOP School Board, Hollis

Krista Whalen 1118

Holly Deurloo Babcock 1100

Fred Hubert 881

Ariela Torgersen 887

Election Results

- COOP Budget Committee, 3 yr., Brookline
Matthew Maguire 707
- COOP Budget Committee, 3 yr., Hollis
Darlene Mann 1128
Tom Whalen 1414
- COOP Budget Committee 2 yr., Hollis
Anthony Stanizzi 1574
- COOP School Moderator
Drew Mason 1405
Peter Webb (write-in) 52

Meeting Video

- Stream from:

<https://www.sau41.org>

- Click on Live Stream

Resources on sau41.org

- FY23 HSD Warrant
- HSD FY23 MS–27 (proposed budget)
- This presentation

Meeting Rules

- Moderator proposes operating rules
- Must be adopted every meeting
- Change rules by 2/3 vote
- Robert's Rules only a guide
- Rules found in Town Report yellow section
 - Hollis page 222
 - Brookline page 201

Speaking at the Meeting

- Come to podium
- Wait to be recognized
- Speak into microphone
- Show card, state name and address
- Speak to Moderator not voters
- Speak only once until others have spoken

Speaking at the Meeting

- 2 minutes
- 5 minutes for sponsors of amendments
- Time cannot be yielded or transferred

Speaking at the Meeting, RSA 40:7

No person shall speak in any meeting without leave of the moderator, nor when any person speaking is in order; and all persons shall be silent at the desire of the moderator

Point of Order

- Bring to Moderator's attention that rules not being followed
- Appeal Moderator's ruling
- Not for questions or motions
- Indicate which rules are not being followed

Ending Debate

- May be made after waiting in line
- May be made from floor if no other speaker has the floor
- Not debatable
- Not after a speech
- Not if insufficient debate
- 2/3 vote required to pass
- All already in line may speak

Motion to Reconsider

- Purpose is to address new information
- Allows meeting to discuss and vote again
- Motion is debatable
- Requires simple majority
- Must be made by voter on prevailing side

Restrict Reconsideration

- Does not prevent reconsideration
- Requires any later reconsideration of the motion to be at least 7 days later
- In order at any time speaker has the floor
- Only after a vote has been declared

Appeal Moderator's Ruling

- Any interpretation of rules may be appealed unless required by state law
- Immediately after ruling made
- “Point of Order” or “I wish to challenge the ruling”
- Majority vote to overrule
- Challenge to direct application of rules requires changing the rules, not appeal

Adopt Rules

Shall the School District vote to
adopt
the rules for this meeting
as proposed by the Moderator?

FY23 Warrant Summary

Article	Content	\$ Amount
1	Ventilation/Energy Upgrades	\$235,471
2	HESSA Contract	\$88,523
3	School Operating Budget	\$25,278,502
4	SAU Budget	\$1,070,947
5	Facilities Maintenance Trust	\$200,000
6	Special Education	\$25,000
	Total \$ if all pass as written	\$26,898,443

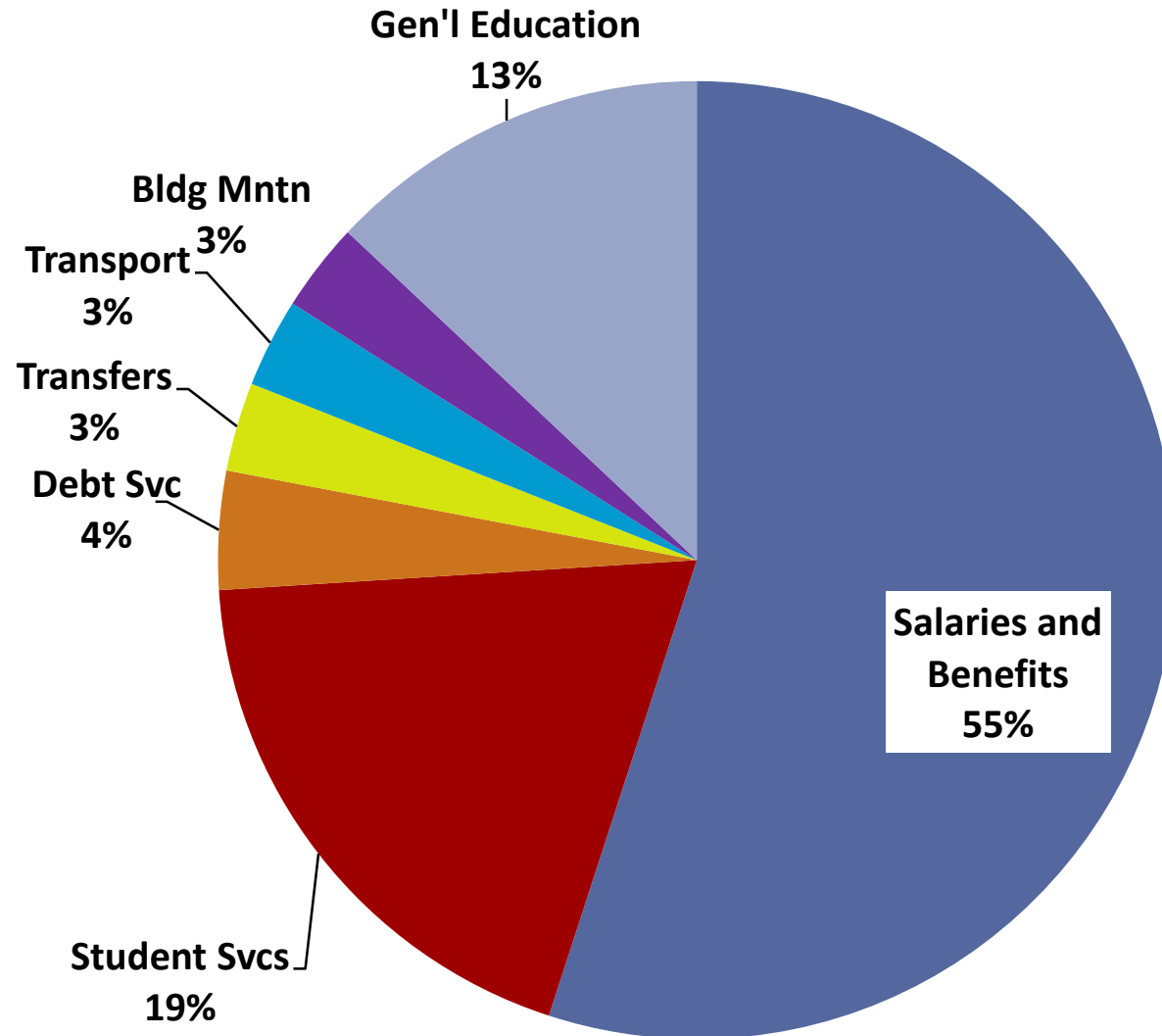
FY23 Warrant Summary

Article	By Petition
7	Adopt RSA 40:13 (SB2)
8	Rescind RSA 198:4 b-II
9	Advisory PWA
10	Adopt RSA 32:5 V-b

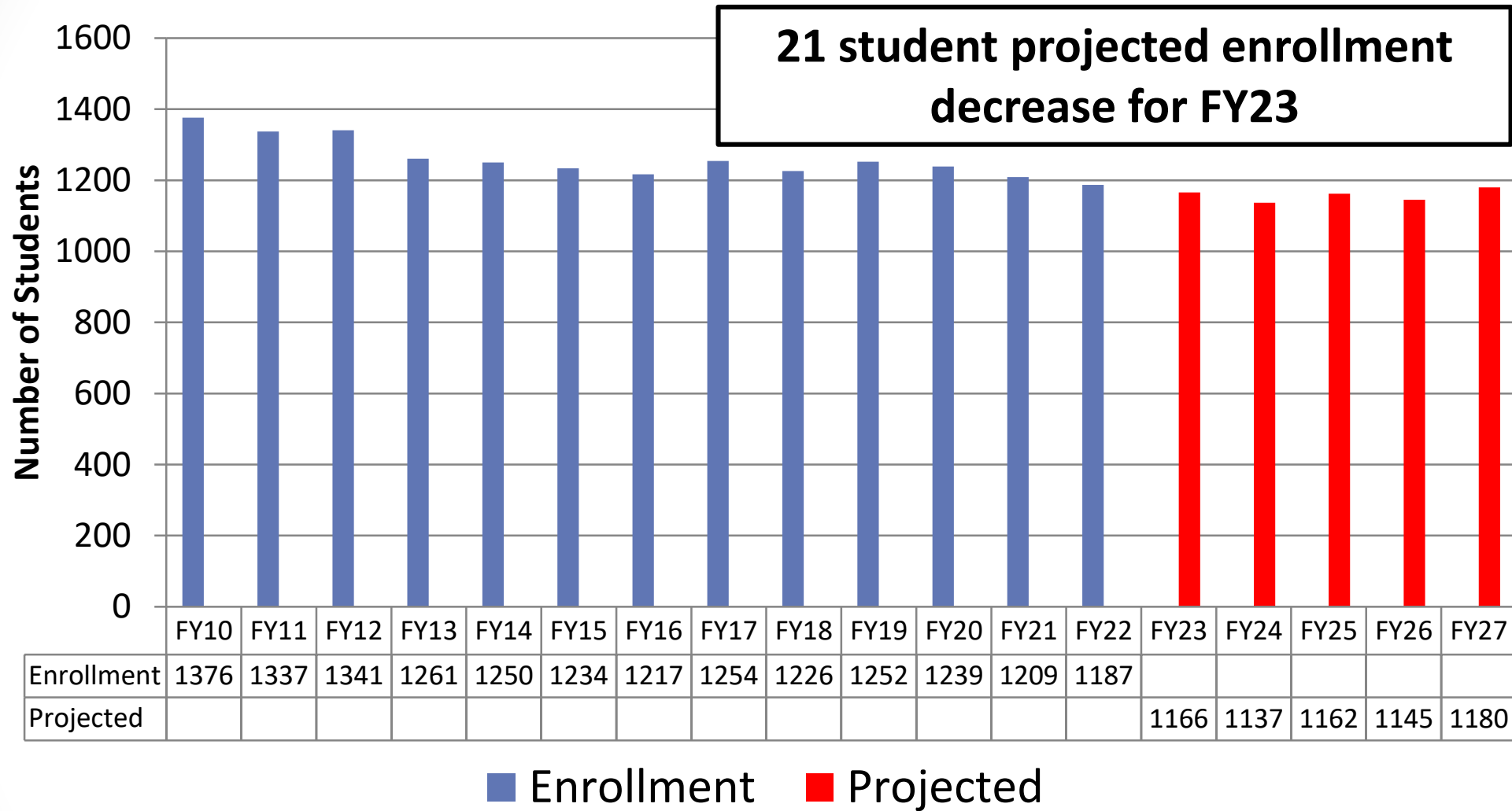
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5	Facilities Maintenance Trust	\$200,000
6	Special Education	\$25,000
	Total \$ if all pass as written	\$26,898,443 4.8%

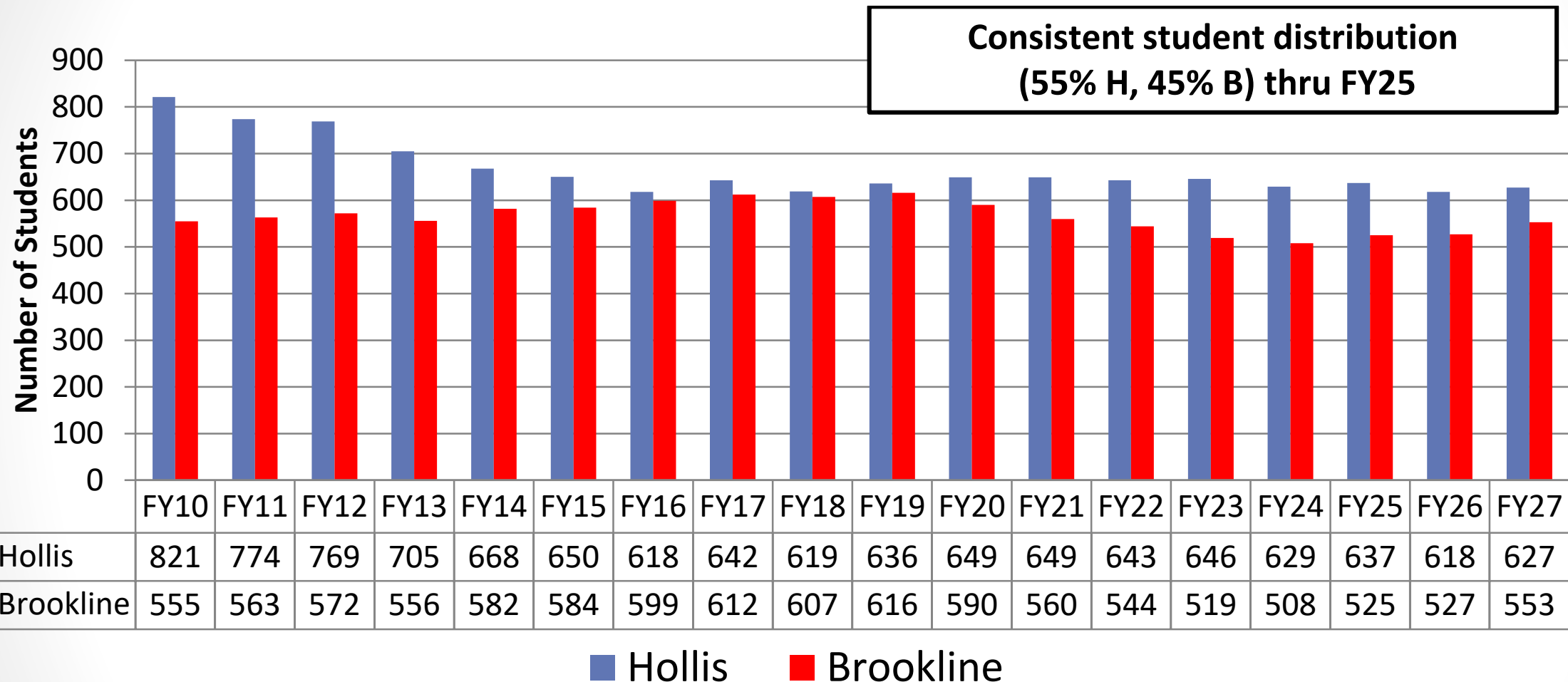
FY23 Budget Distribution



COOP Student Enrollment



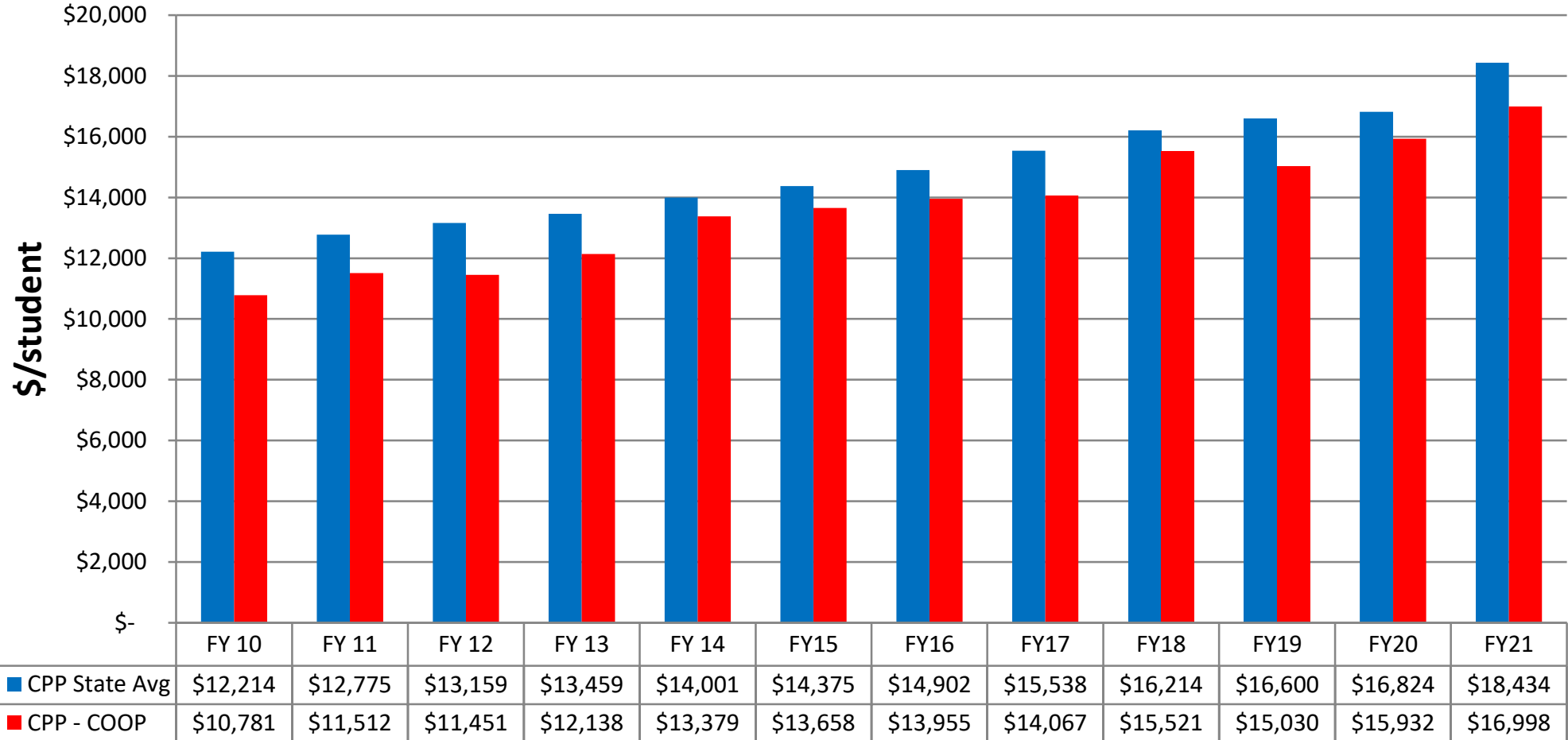
Enrollment Composition



SOURCE: 10/2021 NESDEC

Cost per Pupil

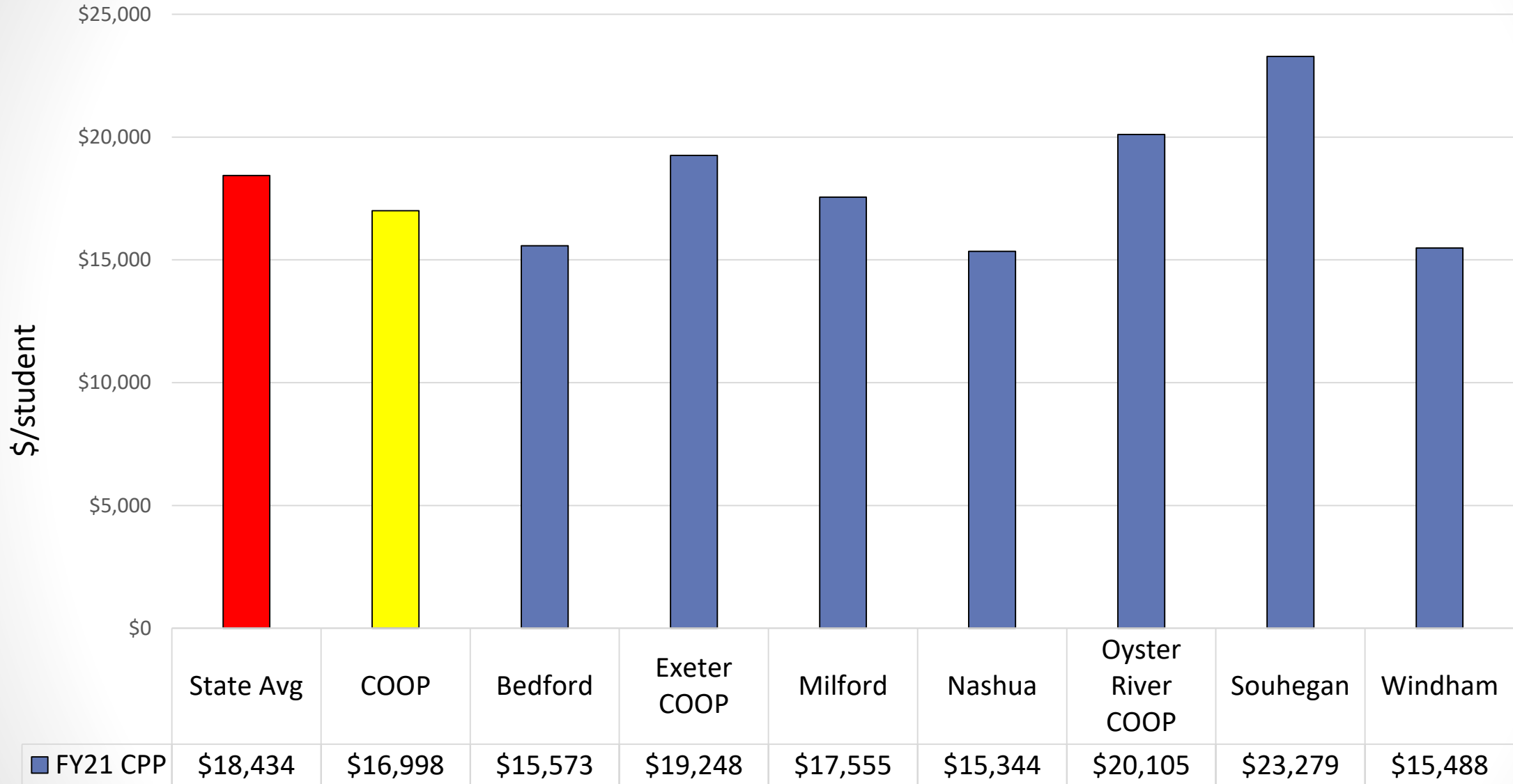
COOP consistently underruns the state average CPP by 5% to 12%



Based on reported actuals through FY21

Source: NH DOE December 2021, State avg based on k-12, NO state avg available for MS and HS combined

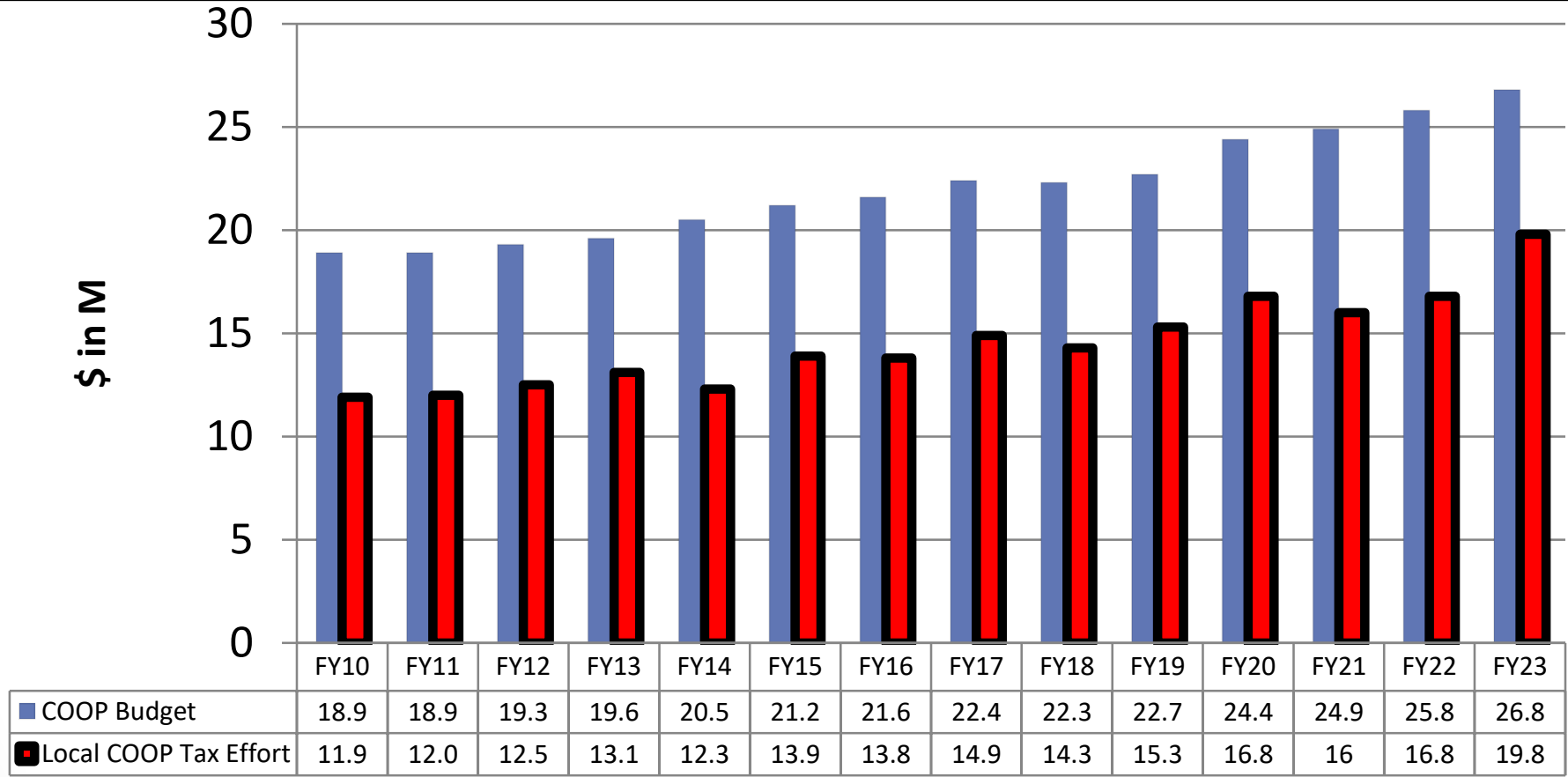
Comparative CPP



Source: NH DOE 2020-21 CPP by District

Local COOP Tax Effort Trend

FY22 Tax Effort lower than estimated due to budget underruns related to COVID related programming changes

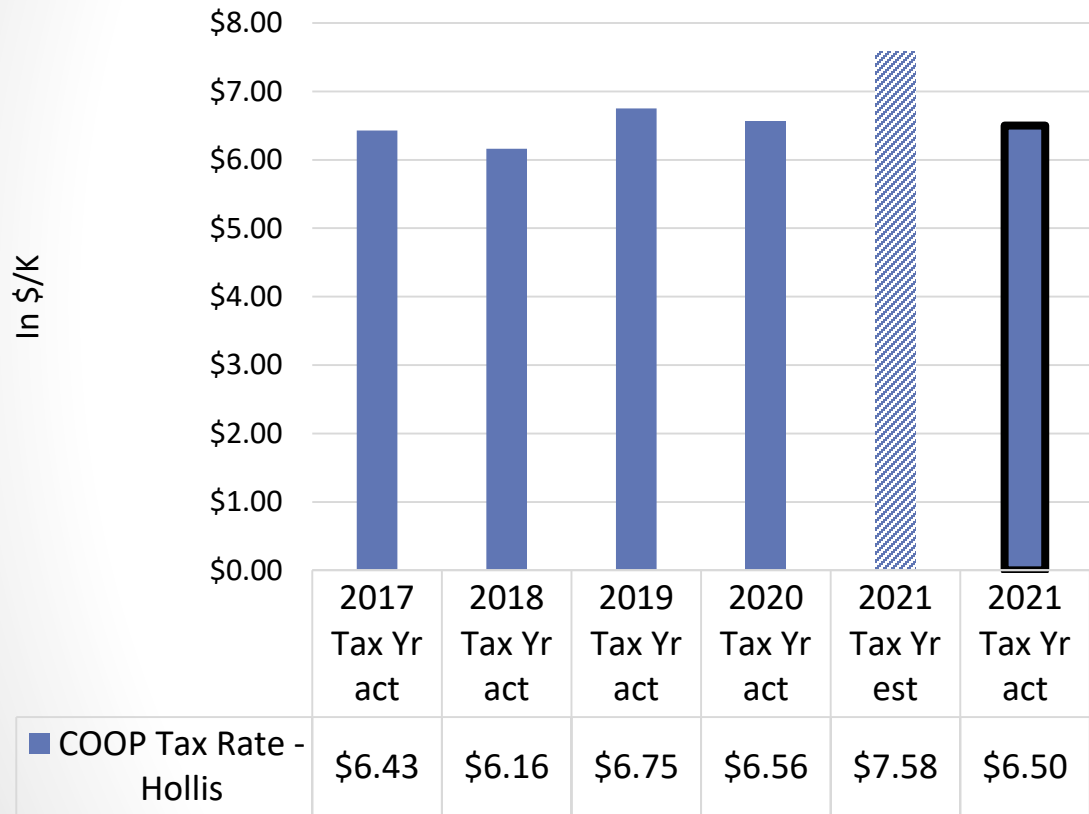


■ COOP Budget ■ Local COOP Tax Effort

Tax Effort Impact on Tax Rates

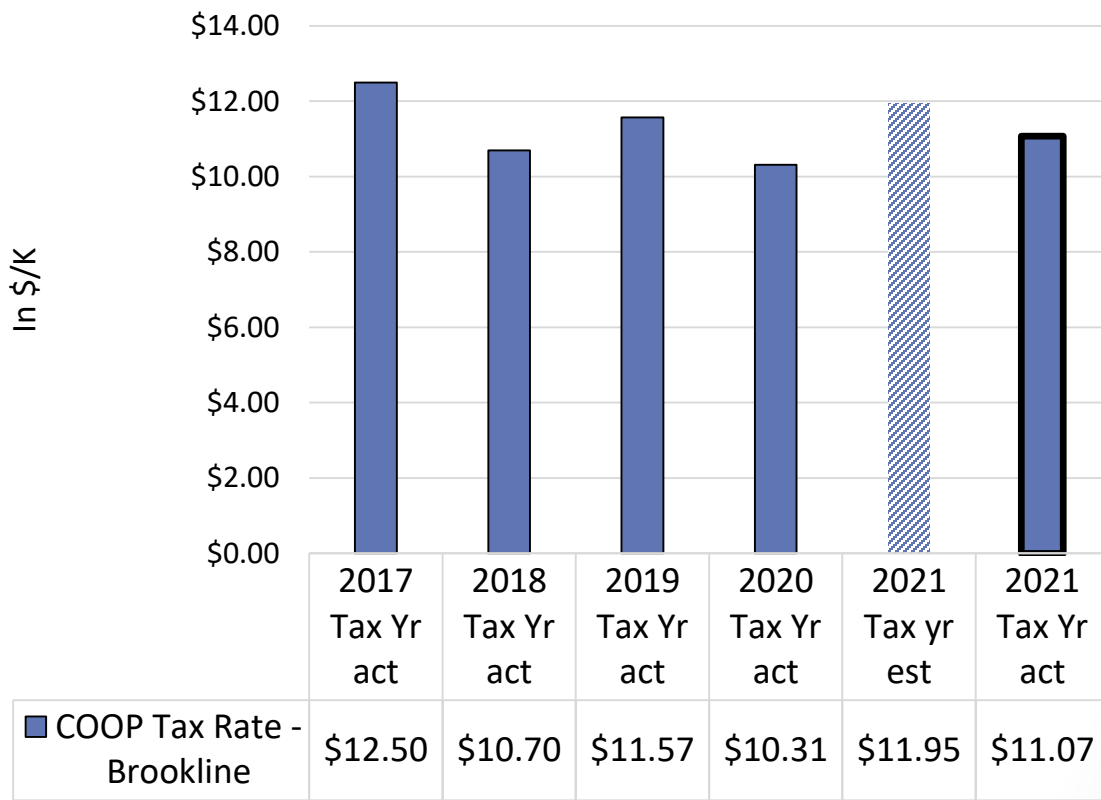
The return of higher than expected Unreserved Fund Balance resulted in COOP tax rates that were lower than estimated.

COOP Tax Rate - Hollis



FY22 Total Tax Rate change **-\$0.48/k**

COOP Tax Rate - Brookline



FY22 Total Tax Rate change **+\$0.78/k**

Rates not adjusted for inflation

Drivers of Change in FY23 Tax Effort

Revenue and aid reductions account for 60% of the estimated increase in Tax Effort

	\$ impact in \$M	Directional Change	Impact to Tax Effort
Budget	\$1.230	↑	↑
Revenue	\$1.566	↓	↑
State Aid	\$0.187	↓	↑
Total Change in Tax Effort	\$2.983	↑	↑

COOP Revenue & State Aid

COOP REVENUE	FY22	FY23	\$ change
Total COOP Revenue	\$3,525,241	\$1,958,862	(\$1,566,379)

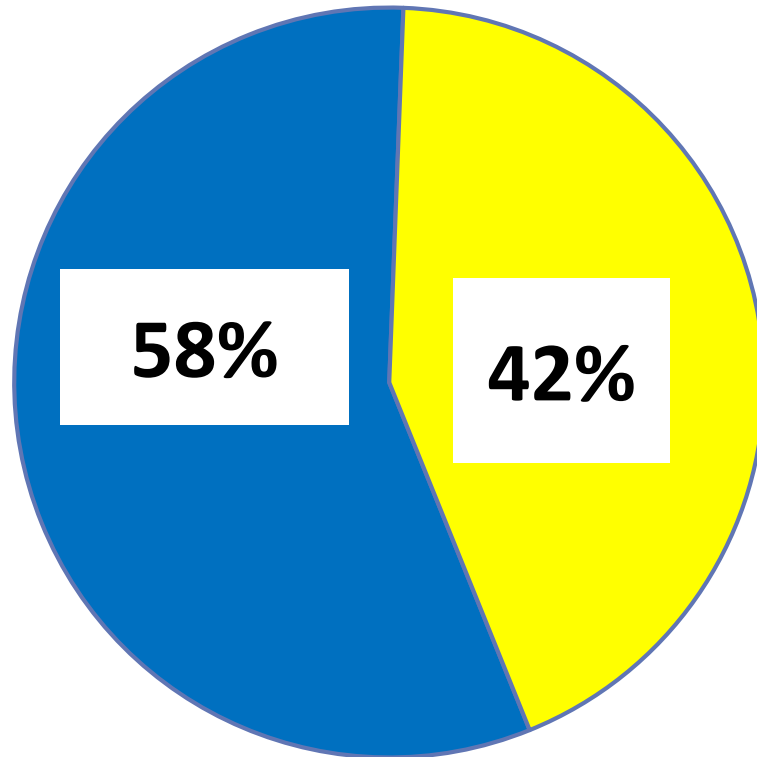
Estimated reduction in Unreserved Fund Balance

STATE AID	FY22 Hollis	FY23 Hollis	\$ Change	FY22 Brookline	FY23 Brookline	\$ Change
Adequacy Grant	\$1,191,801	\$1,536,218	\$344,417	\$2,095,742	\$2,186,167	\$90,425
SWEPT	\$1,424,312	\$990,067	(\$434,245)	\$641,679	\$454,269	(\$187,410)
TOTAL STATE AID	\$2,616,113	\$2,526,285	(\$89,828)	\$2,737,421	\$2,640,436	(\$96,985)

Estimated reductions in aid due to anticipated enrollment change

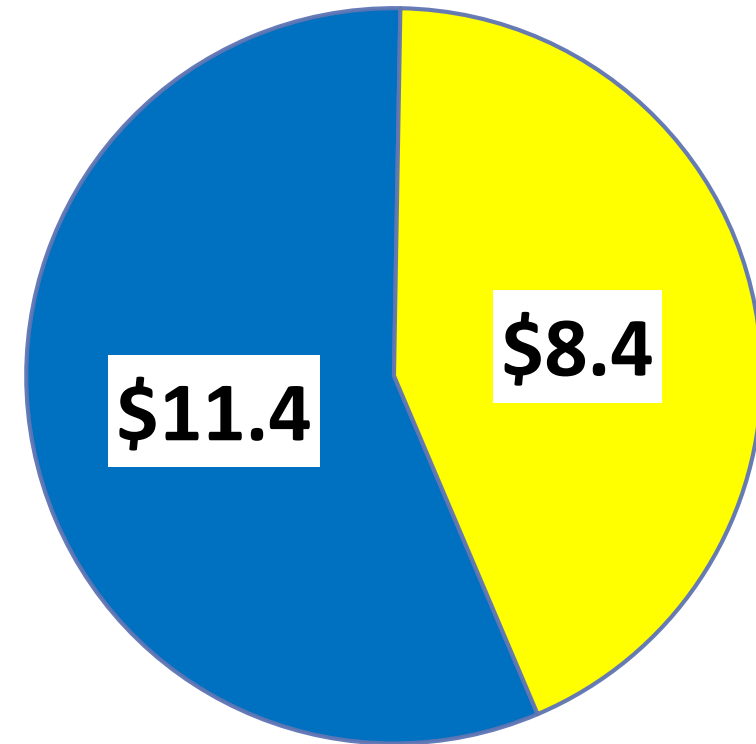
Local Tax Effort Distribution

Local Tax Effort %



■ Hollis ■ Brookline

Local Tax Effort in \$M



■ Hollis ■ Brookline

Estimated Tax Impacts by Town

FY23 - estimated	TOTAL COOP	Hollis	Brookline
Total appropriations	\$26,898,443		
COOP Revenue	(\$1,958,862)		
Net to be Apportioned	\$24,939,581	\$13,931,711	\$11,007,870
Less State Aid	(\$5,166,721)	(\$2,526,285)	(\$2,640,436)
Local Tax Effort	\$19,772,859	\$11,405,426	\$8,367,433
FY23 EST COOP Local Tax Rate/k		\$7.97	\$11.98
FY23 EST COOP SWEPT/k		\$0.70	\$0.66
FY23 EST TOTAL COOP TAX RATE/k		\$8.67	\$12.64

Estimated Total Tax Rates

Assumes all articles pass as written	HOLLIS FY23 EST	% Change from Prior Year	BROOKLINE FY23 EST	% Change from Prior Year
COOP Local	\$7.97	22.6%	\$11.98	8.2%
COOP SWEPT	\$0.70	(31%)	\$0.66	(30.6%)
K-6 Local	\$8.58	15.2%	\$10.30	10.4%
K-6 SWEPT	\$0.68	(31%)	\$0.68	(26.3%)
Town	\$5.64	(0.2%)	\$4.10	(21.7%)
County	\$1.09	(0.9%)	\$1.06	(2.0%)
TOTAL (\$/k)	\$24.66	8.5%	\$28.78	0.7%

Ventilation and Energy Upgrades

Article 1. To see if the School District will vote to authorize the School Board to enter into a 15-year lease purchase agreement for **\$2,886,491** to finance the acquisition and installation of energy efficient cooling equipment at Hollis Brookline High School to replace aging equipment, bring comfort to staff and students and to improve energy efficiency; and to raise and appropriate the sum of **\$235,471** for payments due under the lease purchase agreement during the 2022-2023 fiscal year. This lease purchase agreement will contain an escape (non-appropriation) clause.(Majority vote required.)

The school board recommends the appropriation (6-0-0).

The budget committee recommends this appropriation (8-0-0).

Estimated Tax Impact	HOLLIS	BROOKLINE
\$/K	\$ 0.11	\$0.11

Project Overview

Energy Efficiencies/Aging Equipment Upgrades				
Proposed Lease				
Estimated Costs-Phase I				
Year Installed	Unit Name	Areas Served	CFM	Total
1996	HVAC-3	Media Center/Library	5010	\$370,018
1996	HV-2	Special Ed-Fiemus-2nd Floor	2260	\$357,022
1996	RTU-1	2nd & 3rd Floor Front Facing Classrooms (#201-204, 300-307, 317,318)	12280	\$476,284
1996	RTU-2	2nd & 3rd Floor Courtyard Classrooms (#216-222, 309,323,329)	12490	\$476,284
1996	HRU-1	Classrooms/Lockers	380E/2380S	\$300,601
2000	RTU-1C	Addition Wing (2000) Classrooms/Labs (2nd & 3rd Floor)	12000	\$476,284
Phase I Subtotal				\$2,456,491
Contingency				\$130,000
Electrical Upgrade				\$300,000
Phase I Total Costs				\$2,886,491

Support Staff Contract

Article 2. To see if the school district will vote to approve the cost items for the second year of a three year collective bargaining agreement reached between the Hollis Brookline Cooperative School Board and the Hollis Education Support Staff Association for the 2021-22, 2022-23 and 2023-24 school years, which calls for the following increases in support staff salaries and benefits at the current staffing levels:

Fiscal Year Estimated Increase 2022-23

\$88,523

and further to raise and appropriate a sum of **\$88,523** for the second fiscal year (2022-23 school year), such sum representing the additional costs attributable to the increase in support staff salaries and benefits required by the new agreement over those that would be paid at current staffing levels.

The school board recommends this appropriation (6-0-0).

The budget committee does/does not recommend this appropriation (7-0-1).

Estimated Tax Impact	HOLLIS	BROOKLINE
\$/K	\$ 0.03	\$0.06

Support Staff Contract Summary

Highlights of 3 Year Contract

➤ Wages

- Year 1- Step plus 2%, Year 2 – Step plus 2%, Year 3- Step plus 2%
- 2.5% for employees off-step for all three years

➤ Health Insurance

- \$50 increase annually for Single and 2 Person, \$25 annually for Family

➤ Shift Category of Custodial staff in Year 1

➤ Establishes Flexible Spending Accounts (no cost to district)

Wage and Insurance Breakdown

	Step	Overall	On Step	OffStep	Off Step	Total	Insurance	Total CBA
	% Incr	% Incr	\$	% Incr	\$	Wage Impact	Incr	\$ Incr
Year 1	2.0%	7.0%	\$ 51,980	2.5%	\$ 47,085	\$ 99,065	\$18,000	\$ 117,065
Year 2	2.0%	5.4%	\$ 42,484	2.5%	\$ 28,039	\$ 70,523	\$18,000	\$ 88,523
Year 3	2.0%	4.9%	\$ 41,178	2.5%	\$ 27,549	\$ 68,727	\$18,000	\$ 86,727
	AVG	5.7%	\$ 135,642		\$ 102,673	\$ 238,315		

The 7% increase in Year 1 due to Custodial category shifts.

Operating Budget

Article 3. To see if the school district will vote to raise and appropriate a sum of **\$25,278,502** for the support of schools, for the payment of salaries for the school district officials and agents and for the payment of statutory obligations of the district. This appropriation does not include appropriations voted in other warrant articles.

The school board recommends this appropriation (6-0-0).

The budget committee recommends this appropriation (8-0-0).

Estimated Tax Impact	HOLLIS	BROOKLINE
\$/K	\$7.50	\$11.28

Summary of Operating Budget Changes

Proposed Operating budget ~\$65K below BC guidance

	FY22 Budget	FY23 Budget	\$ Change	% Change
Op Budget	\$24,505,758*	\$25,278,502	\$772,744	3.2%

- FTE changes
- Maintenance/Safety Items
- Technology (software, computers)
- Academics
- Athletics

* FY22 Operating Budget reflects Operating Budget plus Professional & Support Staff article approved April 2021

Major Changes – INCREASES

Category	FY23 Budget Amount	\$ change	% change
Regular Salaries	\$6,200,564	\$172,975	2.9%
Student Services	\$5,137,206	\$147,943	2.8%
Retirement	\$2,361,485	\$179,725	8.2%
New Items	\$633,235		

Major Changes – DECREASES

Category	FY23 Budget Amount	\$ change	% change
Health Benefits	\$2,157,164	(\$55,035)	(2.5%)
Replacement Computer Eqpmt	\$77,165	(\$168,180)	(68.6%)
Principal's Office	\$346,375	(\$19,983)	(5.5%)
Reg Ed Equipmt	\$25,523	(\$11,710)	(31.5%)

SAU Budget

Article 4. Shall the District vote to raise and appropriate the sum of \$1,070,947 as the Hollis Brookline Cooperative School District's portion of the SAU budget of \$2,107,176 for the forthcoming fiscal year? This year's adjusted budget of \$2,018,210 with \$1,025,645 assigned to the school budget of this school district will be adopted if the article does not receive a majority vote of all the school district voters voting in this school administrative unit.

The school board recommends this appropriation (6-0-0).

The budget committee recommends this appropriation (8-0-0).

Estimated Tax Impact	HOLLIS	BROOKLINE
\$/K	\$.42	\$.68

SAU Budget Process

- Cross SAU team comprised of school board and budget/finance committee members from each district, and SAU administration
 - SAU Administration Andrew Corey, Gina Bergskaug, Kelly Seeley, Linda Sherwood
 - HBCSD Krista Whalen, Darlene Mann
 - HSD Carryl Roy, Mike Harris
 - Brookline Karen Jew, Brian Rater
- Meetings throughout fall to determine budget
- Public hearing in December
- Approval by SAU Governing Board

SAU 41 Administrative Scope

SAU Office

BROOKLINE

~600 Students

2 Contracts

5 Board Members

SB2 Governance

HOLLIS

~600 Students

2 Contracts

5 Board Members

Town Meeting
Governance

COOP

~1200 Students

2 Contracts

7 Board Members

Town Meeting
Governance

FY22 SAU Budget	FY23 Proposed SAU Budget	\$ change	% change	FY23 Adjusted SAU Budget
\$1,957,257	\$2,107,176	\$149,919	7.7%	\$2,018,210

Budget Drivers	\$ Increase over FY22 Budget	Details
Salaries	+\$70,192	<ul style="list-style-type: none"> • \$45,000 New Compliance & Communications Specialist Position • \$16,000 Board Approved Salary Adjustments • All Staff @ 3.0% Increase
Benefits: Healthcare	+\$64,042	<ul style="list-style-type: none"> • \$32,555 Benefits for New Compliance & Communications Specialist Position • Health Insurance Rates +3.9% • Health Insurance Membership Changes
Equipment/Software	+\$5,025	<ul style="list-style-type: none"> • Including \$3,700 for 4 Desktops, 1 Laptop

Proposed Compliance and Communications Specialist

Identified Need: The increasing demands for compliance documentation and other communication matters is absorbing significant time of senior district leadership and cutting into the time needed to carry out their primary functions of educational and fiscal management.

Salary and Benefits = \$77,555

\$45,000 salary + \$32,555 benefits

Position Goal: To generate compliance documentation and to provide assistance to the Superintendent and Assistant Superintendent in conveying important/required information regarding the school district to the Department of Education, school boards, the school community, and the members of the public.

Facilities Maintenance Expendable Trust

Article 5. To see if the school district will vote to raise and appropriate up to the sum of **\$200,000** to be added to the previously established School Building and Facilities Maintenance Expendable Trust Fund. The sum to come from the Hollis Brookline Cooperative School District's June 30, 2021 unassigned fund balance, available on July 1, 2022.

The school board recommends this appropriation (5-1-0).

The budget committee recommends this appropriation (8-0-0).

Estimated Foregone Tax Impact	HOLLIS	BROOKLINE
\$/K	(\$.08)	(\$.13)

Fund Utilization

FY23	in \$K
Beginning Balance	\$99,625
FY23 Proposed Funding	\$200,000
HBHS Roof – Phase 7	(\$70,000)
HBHS Road Paving – Phase 2	(\$70,000)
HBMS - HVAC	(\$60,000)
Ending Balance	\$99,625

Additional \$255,750K in facilities maintenance items included in Operating Budget.

Special Education Trust

Article 6. To see if the Hollis Brookline Cooperative School District will vote to raise and appropriate up to the sum of **\$25,000** to come from the June 30, 2022 unassigned fund balance available for transfer on July 1, 2022 to be added to the previously established Special Education Expendable Trust Fund. No amount to be raised from taxation.

The school recommends this appropriation (6-0-0).

The budget committee recommends this appropriation (8-0-0).

Estimated Foregone Tax Impact	HOLLIS	BROOKLINE
\$/K	(\$.01)	(\$.02)

Petition Article

Article 7. Petitioned Warrant Article. Shall we adopt the provisions of RSA 40:13 (known as SB 2) to allow official ballot voting on all issues before the Hollis Brookline Cooperative School District on the second Tuesday of March?

The school board does not recommend this article. (0-6-0)

Petition Article

Article 8. Petitioned Warrant Article. Shall the Hollis Brookline Cooperative School District rescind authorization under RSA 198:4-b II so that the Hollis Brookline Cooperative School District returns 100% of year-end unassigned general funds to the taxpayers?

The school board does not recommend this article. (0-6-0)

The budget committee does not recommend this article. (0-8-0)

Petition Article

Article 9. Petitioned Warrant Article. Shall the Hollis Brookline Cooperative School District direct the Hollis Brookline Cooperative School Board to adopt and implement a policy to ensure that each textbook or other assigned book used in the Hollis Brookline Cooperative School District as well as a copy of all professional training materials provided to teachers, administrators, and staff of the district paid with school district funds be made available to the public at the Hollis Social Library and at the Brookline Public Library in hardcopy or electronic form, organized by grade or teacher?

The school board does not recommend this article. (0-6-0)

Petition Article

Article 10. Petitioned Warrant Article. Shall we adopt the provisions of RSA 32:5 V-b, requiring that the annual budget and all special warrant articles having a tax impact, as determined by the school board, shall contain a notation stating the estimated tax impact of the article? The determination of the estimated tax impact shall be subject to approval by the governing body.

The school board does not recommend this article. (0-6-0)

The budget committee does not recommend this article. (1-7-0)

Other School District Business

Article 11. To transact any other business which may legally come before said meeting.