

Hollis Brookline Cooperative School Board
Wednesday, January 6, 2021
Special Meeting
Hollis Brookline Middle School Library

7:00

Join Zoom Meeting

<https://zoom.us/j/94936873717?pwd=Wmlqak43MEY0SStmSk1JSEJtRTI5dz09>

Meeting ID: 949 3687 3717

Passcode: TRG0LA

Dial by your location

+1 929 205 6099 US (New York)

Meeting ID: 949 3687 3717

Passcode: 408411

All times are estimates and subject to change without notice

- 7:00 Call to Order
- 7:05 Appointment of a process observer
Agenda adjustments
- 7:10 District Moderator – Drew Mason – Annual meeting discussion
- 7:45 Public Input
- 8:00 Discussion
 - The School Board will be provided an update on the tentative agreement with the Hollis Education Support Staff Association (HESSA) – Board Member Whalen
 - The School Board will be provided an update on the Articles of Agreement between the Districts of Hollis and Brookline
- 8:20 **Deliberations**
 - To see what action the Board will take regarding the tentative agreement reached with HESSA
 - To see what action the Board will take regarding the Articles of Agreement prepared by legal counsel
- 8:30 Non-Public Meeting
- 8:35 Motion to Adjourn
- 8:40 Non- Meeting – Teacher Contract Negotiations

BROOKLINE, HOLLIS, & HOLLIS-BROOKLINE SCHOOL DISTRICTs (SAU 41)
2021 ANNUAL MEETING DATES and DEADLINES-DRAFT -- ALTERNATIVE MEETING METHOD (HB 1129)

		Traditional				SB2	
		COOP		Hollis		Brookline	
Action	RSA	Dates	Option 2nd Day	Dates	Drive-up Vote	Dates	RSA Reference
First deadline to <u>post notice</u> of bond hearing	at least 7 days before [public hearing for bond issue]	1/24/2021					
First day to hold public hearing for bond issue over \$100,000	at least 15 days (<60 days) prior to meeting at which bond is voted on	1/31/2021					
Last day to <u>post notice</u> of budget hearing	SB2: "...the second Tuesday in January..."; Trad.: at least 7 days in advance of budget hearing	1/19/2021		1/20/2021		1/5/2021	SB2-40:13,II-a(a), 32:5,I; Trad.-32:, I
Last day for negotiated cost items to be finalized	SB2: "...the second Tuesday in January..."; Trad.: not later than 30 days before the date prescribed for the district meeting, or the 2nd Tues in March, whichever is earlier	1/30/2021		2/8/2021		1/12/2021	SB2-40:13, II-a (b), 273-A:1; Trad.-32:5-a; 197:6
Last day for petitioned warrant articles	SB2: "...the second Tuesday in January..."; Trad.: not later than 30 days before the date prescribed for the district meeting, or the 2nd Tues in March, whichever is earlier	2/1/2021		2/8/2021		1/12/2021	SB2-40:13, II-a (b), 39:3; Trad.-197:6
Last day to <u>post notice</u> of bond hearing	at least 7 days before public hearing for bond	2/8/2021					
PUBLIC HEARING DATES	SB2: "...on or before the third Tuesday in January..."; Trad.: not later than 25 days before (district meeting) i.e. 25 days or EARLIER	1/27/2021	NA	1/28/2021		1/13/2021	SB2-40:13, II-a (c); Trad.-32:5, I
FYI:Last day to hold at least one budget public hearing	not later than 25 days before [district meeting] i.e. 25 days or EARLIER	2/4/2021		2/12/2021			SB2-40:13, II-a (c); Trad.-32:, I
Notice of Informational Session	At least 7 days prior to this informational session, notice shall be mailed to all registered voters describing the procedures to be followed for conducting an annual meeting pursuant to this section.	2/12/2021		2/12/2021	3/9/2021	1/22/2021	
INFORMATIONAL SESSION		2/22/2021	2/24/2021	2/23/2021	3/9/2021	2/1/2021	HB 1129
VIRTUAL ANNUAL MEEETING	Within 7 days of the information session, the governing body shall hold another live virtual meeting to consider and address comments received from the public. The governing body shall then discuss, debate, and be permitted to amend the posted warrant.	3/1/2021	NA	3/2/2021	3/9/2021	2/8/2021	HB 1129 --
FIRST SESSION-DELIBERATIVE	SB2: "...between the first and second Saturdays following the last Monday in January, inclusive of those Saturdays..."					2/1/2021	SB2-40:13, III
Town Report Submission Deadline	Deadlines provided by Towns for them to meet timeline requirements	2/5/2021		2/9/2021		2/5/2021	Town Requirements
Last day for budget committee to deliver budget and warrant article recommendations to selectpersons for Posting	SB2: "...shall be the Thursday before the last Monday in January."; Trad.: at least 20 days before [district meeting]	2/9/2021		2/18/2021		1/21/2021	Trad.-32:16,IV
Last day to <u>post</u> warrant, budget and default budget	SB2: "...on or before the last Monday in January..."; Trad.: 14 days before day of meeting (not including meeting day or posting day)	2/15/2021		2/23/2021		2/22/2021	SB2-40:13, II-a (d), 39:5, 197:7; Trad.-197:7
Annual report with budget (and ballot questions) made available to voters	SB2 and Trad.: at least 7 days prior to meeting	2/22/2021		3/2/2021		3/1/2021	SB2-40:13, II; Trad.-32:5, VII(a)
Final Warrant Available to Voters	The final warrant, as amended, shall then be made available electronically for printing by voters to be brought to the voting session, which shall be scheduled for a date and time to be determined by the governing body.	3/2/2021		3/3/2021		3/1/2021	
SCHOOL DISTRICT MEETING DAY	Trad.: annually between March 1 and March 25	3/2/2021		3/10/2021		N/A	Trad.-197:4
SECOND SESSION-BALLOT VOTING	SB2: "...the second Tuesday in March..."	3/9/2021		3/9/2021		3/9/2021	SB2-40:13, VII
Submit signed & completed forms to DRA	SB2 and Trad.: within 20 days of the close of the meeting	3/22/2021		3/30/2021		3/29/2021	21-J:34,II

Hollis start time is 7pm; Brookline and Coop start time is 6:30

Attached is the draft of a new calendar where I tried to make the new dates work for the public hearing, notices, the two meetings, and voting day on 3/9– all new language in red. Please review and let me know what you think. I think the dates will work and they can be adjusted, with the biggest change being that the public hearing dates in Hollis and the COOP will need to be sooner so they correspond with the new annual meeting dates. The biggest logistical challenge is the make sure everyone on your team is aware of the new deadlines and the notices/documentation that needs to go out – specifically, the letters to all voters which would need to go out around 1/22 for Brookline and 2/12 for the Coop. Below is snapshot of the major dates in the timeline as set forth in more detail in the attached spreadsheet:

Public hearing: 1/27 1/28 1/13
 Notice to all voters re new meeting format:

	Coop	Hollis	Brookline
Public hearing	1/27	1/28	1/13
Notice to all voters re new meeting format	2/12	2/12	1/22
Informational Session aka <i>first virtual meeting</i>	2/22	2/23	2/1
Virtual Annual Meeting aka <i>second annual meeting</i>	3/1	3/2	2/8
Make Warrant available for voters	3/2	3/3	3/1

ARTICLES OF AGREEMENT BETWEEN
THE DISTRICTS OF HOLLIS AND BROOKLINE*

Article 1:

The school districts of Brookline and Hollis shall combine to form a cooperative junior and senior high school district which shall be named the Hollis/Brookline Cooperative School District, pursuant to RSA 195.

Article 2:

The School Board of the Hollis/Brookline Cooperative School District shall consist of seven members. Effective with the election of 2003, the Board will be organized in the following manner:

Town	Members	Term	Year Ending
Brookline	1 member	3 years	2004
	1 member	3 years	2005
	1 member	3 years	2006
Hollis	2 members	3 years	2004
	1 member	3 years	2005
	1 member	3 years	2006

Members of the Cooperative School Board shall be elected by the voters of the pre-existing districts they represent and must be residents of those pre-existing districts. All members elected shall be elected to three year terms unless that member is filling out the unexpired term of a member who has left the board, in which case the term shall be the unexpired term.

Reapportionment of the school board may be proposed at any time in accordance with RSA's 195:22 and 671:9, but in any case the apportionment as specified above would be subject to review for possible amendment at lease in March, 2005 and every three (3) years thereafter under the provisions of Article 11 of this agreement and RSA 195:18, III(i).

Article 3:

The Hollis/Brookline Cooperative School District shall be responsible for grades seven (7) through twelve (12)

Article 4:

The Hollis/Brookline Cooperative School District shall lease the Hollis High School "White Building" and the Hollis Junior High School from the Hollis School District upon such terms and conditions as the Cooperative School Board negotiates and determines to be in the best interests of the Cooperative School District. The Hollis/Brookline Cooperative School District shall

acquire, at no further cost, the existing land, building and contents comprising that portion of the Hollis AREA High School initially constructed in 1962, including subsequent additions.

Article 5:

The operating expenses, excluding principal and interest payments on bonds, of the Hollis/Brookline Cooperative School District, payable in each fiscal year, shall be apportioned based on Average Daily Membership (ADM) and Equalized Valuation (EV) according to the table below:

<u>ADM Weight</u>	<u>EV Weight</u>
95%	5%

The expenses related to principal and interest of bonds (current and future), of the Hollis/Brookline Cooperative School District, payable in each fiscal year, shall be apportioned based on Average Daily Membership (ADM) and Equalized Valuation (EV) according to the table below:

<u>ADM Weight</u>	<u>EV Weight</u>
0%	100%

After the calculations are made as set forth above, an additional amount of \$1 will be assessed to Hollis prior to apportionment.

Article 6:

The State Aid to which each pre-existing district would be entitled if it were not part of the Cooperative School District, grades seven through twelve (7-12), shall be credited to such district's share of the total operating budget.

In the event of a construction project, the State Building Aid which may be available to the Hollis/Brookline Cooperative School District shall be applied to reduce the capital expenditure prior to the apportionment of costs under the provisions of Article 5.

Article 7:

There shall be a Hollis/Brookline Cooperative School District Budget Committee established under the provisions of RSA 195:12-a, which shall have the powers and duties of a municipal budget committee under the provisions of RSA 32 as applicable to the cooperative school budget.

Article 8:

All trust funds held or enjoyed by any pre-existing district shall be held and applied as the terms of the trust indicate, in accordance with RSA 195:11.

Article 9:

A schedule of monthly payments based on the respective shares of the towns of Brookline and Hollis for capital and operating expenses shall be established and revised as necessary by the Hollis/Brookline Cooperative School District and the appropriate town officials from Brookline and Hollis.

Article 10:

The Hollis/Brookline Cooperative School District shall provide transportation for students under terms decided by the Hollis/Brookline Cooperative Board.

Article 11:

These articles of agreement may be amended by the Hollis/Brookline Cooperative School District, consistent with the provisions of RSA 195:18, III(i), except that no amendment shall be effective unless the question of adopting such amendment is submitted at a Cooperative School District meeting to the voters of the District after reasonable opportunity for debate in open meeting, and unless a majority of the voters of the District who are present and voting shall vote in favor of adopting such amendment. Furthermore, no amendment to these articles shall be considered except at an annual or a special meeting of the Cooperative School District and unless the text of such amendment is including in an appropriate article in the Warrant for such a meeting.

It shall be the duty of the Cooperative School Board to hold a public hearing concerning the adoption of any amendment to these articles of agreement at least ten (10) days before such annual or special meeting and to cause notice of such hearing and the text of the proposed amendment to be published in a newspaper or newspapers having general circulation in the District at least fourteen (14) days before such hearing.

Article 12:

The date of operating responsibility of the Hollis/Brookline Cooperative School District shall be July 1, 1991.

Article 13:

It will be the responsibility of the Cooperative School Board to plan a minimum of two joint meetings per year with the Hollis and Brookline School Boards for the purpose of discussing issues of mutual interest.

Article 14:

For the 1991-92 school year exclusively, the Hollis/Brookline Cooperative School District will offer employment to all teachers under contract in grades 7-12 in the Hollis School District on April 1, 1991, who have not been non-renewed in the ordinary course of business, except that the Cooperative School District will not employ more teachers than the number of teaching positions established in the Cooperative School District.

Article 15:

PROCEDURE FOR THE IMPLEMENTATION OF A REDUCTION IN GRADE

Pursuant to RSA 195:16-a, the Hollis/Brookline Cooperative District hereby provides that a reduction in grades from 7-12 to 9-12 may be accomplished by the district in the following manner:

A. Initial Vote

The initial vote concerning the question of reduction in grades may be placed on the Warrant at any annual meeting of the district by any lawful means, which vote will determine whether the district wishes to initiate the process that will lead to a vote at the next annual or special district meeting to actually implement the reduction in grades. The Hollis/Brookline Cooperative School Board will make the decision about whether the initial vote will occur at the Annual District Meeting or a special district meeting. This initial vote will require the steps identified below to be undertaken, all of which must be complied with prior to any final vote to accomplish the reduction in grades.

B. Formation of the Grade Reduction Committee

In the event of an affirmative vote by a simple majority of those present and voting at the annual district meeting considering the initial vote, the Board of the Hollis/Brookline Cooperative School District shall organize within 30 days a study committee which shall be known as the Grade Reduction Committee, consisting of eleven (11) members, selected in the following manner:

1. The Hollis/Brookline Cooperative School District Board shall appoint two (2) active members of the Hollis/Brookline Cooperative School District, (one being a member of the Cooperative School Board from Hollis and the other being a member from Brookline); and,
2. The Hollis School Board shall appoint two (2) representatives of the Hollis School Board; and,
3. The Brookline School Board shall appoint two (2) representatives of the Brookline School Board; and,
4. The respective Boards of Selectmen from the Towns of Hollis and Brookline shall appoint one (1) representative of their respective boards; and,

5. The Hollis Budget Committee, the Brookline Finance Committee, and the Hollis/Brookline Cooperative Budget Committee shall appoint one representative of their respective boards.

C. Duties of the Grade Reduction Committee

1. Formulation and Content of Plan: The Grade Reduction Committee shall be responsible to study the process of grade reduction and formulate a plan for grade reduction that will provide for a plan relating to both financial and educational considerations which shall include the following:
 - a. An educational plan containing the manner in which the provision of educational services to the 7th and 8th grade students of the Hollis and Brookline School Districts will be carried out if the reduction in grades ultimately occurs, including, without limitation, a timetable for the implementation of the educational plan; and,
 - b. Identification of the facilities in which the provision of these services will occur; and,
 - c. A financial plan containing the proposal for any distribution of assets and transfer of property that may be necessary to facilitate the provision of said educational services, including any adjustments that may be necessary to arrive at a fair and equitable distribution of assets and property jointly enhanced or acquired, including, without limitation, a timetable for the implementation of said financial plan.
2. Information Requirements: When considering the three criteria listed above, the Committee shall insure that the Plan contains, without limitation, the following minimum information:
 - a. A detailed analysis of the financial consequence of the proposed grade reduction including the comparative costs of the current middle school and the proposed costs of the said program for the pre-existing districts.
 - b. A summary of the history of capital expenditures jointly funded through apportionment by the pre-existing districts since the Cooperative School District was created relative to the Hollis Brookline Middle School. This should include identification of the impact of building aid and depreciation. Capital expenditures to date (March, 2004) are:
 - 1993 High School Renovation - \$1,135,000
 - 1999 Middle School Elevator Installation - \$85,000
 - 2003 Middle School Renovation - \$390,700Capital projects after March, 2004 (but not limited to) will be added to this analysis.

- c. A detailed education plan for the reduced grades, (7th and 8th), which assures complete compliance with all NH DOE regulations, minimum standards requirements, and any other applicable regulatory standards that would apply to those grades.
3. Plan Submission: Once the Committee has completed a Plan containing the foregoing and prior to submitting the Plan to the NH Board of Education in accordance with reference C - (2), the Committee shall conduct a public hearing regarding the Plan which hearing shall allow for public input. Notice of such hearing shall be given in the same manner as any public hearing of the Hollis-Brookline Cooperative School Board provided, further, however that copies of the proposed Plan shall be made public and available to the public at the office of SAU 41, at least 14 days prior to said hearing. Following such public hearing, the Committee, within 72 hours, shall determine the final form of the Plan.
4. Time for Plan Preparation and Submission Process: The Plan shall be prepared and completed, with specific planning detailed by the preexisting districts to house and educate their grades K-8 children and the public hearing shall be held, within 120 days of the date of the formation of the Committee. Upon such completion the Plan, together with changes arising from the referenced public hearing, (if any), shall be submitted to the Hollis-Brookline Cooperative School Board, for its review and approval. Following such approval, said plan shall be submitted, simultaneously, to the Hollis School Board, the Brookline School Board and the respective Boards of Selectmen of the Towns of Hollis and Brookline, the State Board of Education, the Hollis Brookline Cooperative School District Budget Committee, Hollis Budget Committee, and Brookline Finance Committee.

D. Presentation of Plan for Final Vote to Legislative Body

1. The Grade Reduction Committee shall present the completed Plan to the Hollis-Brookline Cooperative School Board which shall then prepare and present a warrant article for the approval of an annual or special district meeting seeking ratification of the Plan. While the Plan shall be considered at deliberation at said meeting, it shall not be capable of modification. The purpose of the final vote will be solely to determine whether, based on the information and particulars of the Plan as prepared, the voters of the Cooperative School District wish to proceed with the contemplated reduction in grades. Nothing herein shall prevent the meeting from returning this plan to the Grade Reduction Committee for further study, assuming that votes were not approved for adjournment or to restrict reconsideration, and that a vote to continue the meeting is approved.

2. Upon final approval by the annual or special district meeting, the grade reduction plan shall be submitted to the NH Board of Education for its approval. If the Plan as presented does not meet the approval of the NH Board of Education, the Grade Reduction Committee shall continue to work with the State Board to arrive at a suitable and agreeable plan which receives the eventual approval of the NH Board of Education.
3. If such final vote is in the affirmative, the Plan shall be implemented according to the timetables . and conditions contained therein.

E. Amendment of This Article

All portions of this Article can be amended by a simple majority except those portions developed under section C.1.c. (the finance plan), which will require a supermajority vote of 2/3 of those present and voting on such amendment.

*Formation: Approved by the AREA School Plan Review Board on December 14, 1989;
Approved by the Voters of Hollis and Brookline at a Special School District Meeting on February 12, 1990;
Approved by the State Board of Education on January 10, 1990.

Article 2: Amendments approved at the March 6-7, 2002 Annual District Meeting;
Certified by the State Board of Education on April 17, 2002.

Article 5: Amendment approved at the March 5, 1995 Annual District Meeting;
Amended by the State Board of Education on March 11, 1996.

Amendment approved at the March 6-7, 2002 Annual District Meeting;
Certified by the State Board of Education on April 17, 2002.

Amendment approved at the March 7-8, 2007 Annual District Meeting;
Certified by the State Board of Education on May 9, 2007.

Amendment approved at the January 12, 2015 Special School District Meeting;
Certified by the State Board of Education on February 18, 2015.

Amendment approved at the January 29, 2020 Special School District Meeting;
Certified by the State Board of Education on September 15, 2020.

Article 7: Amendment approved at the June 30, 1992 Annual District Meeting;
Adopting Budget Committee in accordance with RSA 195:12-a.

Article 15: Amendment approved at the March 3-4, 2004 Annual District Meeting;
Certified by the State Board of Education on May 19, 2004.