

Hollis Brookline Cooperative School Board  
Wednesday, October 16, 2019  
Hollis Brookline Middle School Library  
All times are estimates and subject to change without notice

- 6:00 Call to Order
- 6:05 Appointment of a process observer  
Agenda adjustments  
Approve meeting minutes  
Nomination/ resignations/retirements/correspondence
- 6:10 Public Input
- 6:25 Principal Reports/Athletic Report
  - Class size report from the high school and middle school
- 6:45 Discussion
  - FY 2019 End of Year report, FY 20 first quarter revenue and expense report
  - Facilities Committee update – Field update – Superintendent Corey
  - Apportionment – legal opinion
  - Budget Committee Update
  - Topics for future agendas
  - Enrollment Projections and budget timeline – informational only
- 7:50 **Deliberations**
  - **To see what action the Board will take regarding the updated articles of agreement for the Coop School District**
  - **To see what action the Board will take regarding the formation of a committee to study and potentially recommend changes to the apportionment formula**
  - **To see what action the Board will take regarding Policy IMBC-Alternative Credit Options - first reading**
  - **To see what action the Board will take regarding Policy IHBH-Extended Learning Opportunities - first reading**
  - **To see what action the Board will take regarding Policy IMBA-Online/Internet-Based Education - first reading.**
- 8:30 Motion to enter non-public - under RSA 91-A: 3II (a) Compensation and/or (c) reputation
- 8:50 Motion to Adjourn

To: Andrew Corey, Superintendent  
From: Rick Barnes, Principal  
RE: October Board Report

**National Merit Semifinalist:** Approximately 1.6 million students take the PSAT/NMSQT exam every year. Roughly 50,000 of those students qualify as high scorers. About 16,000 students, or approximately one-third of the 50,000 high scorers, are notified that they have qualified as Semifinalists. To ensure that academically talented young people from all parts of the United States are included in this talent pool, Semifinalists are designated on a state-representational basis. Semifinalists are the highest scoring entrants in each state. Qualifying scores vary from state to state and from year to year, but the scores of all Semifinalists are extremely high. I am pleased to announce that the following seniors **Rowan J. Gingras** and **Craig T. McIlwrath** are representing HBHS among this elite pool of Semifinalists this year. Congratulations to these students for their commitment to excellence in the classroom.

**Class Size:** (Please see attached)










**Vaping:** As you know, vaping continues to be a significant health issue across the country. It also continues to be an issue in our community as well. Our response has included increased monitoring across campus in the form of additional security cameras and increased monitoring of the restrooms by staff and administration. Despite this, more needs to be done. We have reached out to Breathe New Hampshire to set up times for them to present to students during CavBlock. Breathe NH is a great local resource regarding this critical public health issue of our time. They have provided us teaching materials, which were integrated into our Wellness curriculum last year. They also have great resources for parents that you can access by [clicking here](#). Students will be notified in advance of this use of CavBlock so they can plan their time accordingly.

**School Profile:** I will be bringing hard copies of this year's School Profile to share with you at our upcoming meeting. Once again, we are proud of our student's level of achievement reflected in this year's profile. This year's profile boasts impressive SAT scores as well as acceptances to a number of the most competitive schools in the country.

Respectfully Submitted,

Rick Barnes  
Principal








Accel Biology	19-20	Science	19	24
Honors Choir	19-20	VisPerArts	30	30
Accel Biology	19-20	Science	21	24
Accel Biology	19-20	Science	21	24
Accel Biology	19-20	Science	23	24
Accel Biology	19-20	Science	16	24
Accel English 10	19-20	English	20	25
Accel English 10	19-20	English	24	25
Accel English 10	19-20	English	16	25
Accel English 9	19-20	English	24	25
Accel English 9	19-20	English	23	25
Accel English 9	19-20	English	19	25
Accel Geometry	19-20	Math	22	25
Accel Geometry	19-20	Math	13	25
Accelerated Algebra 2	19-20	Math	15	25
Accelerated Algebra 2	19-20	Math	12	25
Acting I	S1	VisPerArts	17	25
Acting II	S2	VisPerArts	7	25
Advanced Writing	S1	English	13	22
Algebra 1	19-20	Engnrng	22	25
Algebra 1	19-20	Math	22	25
Algebra 1	19-20	Math	19	25
Algebra 1	19-20	Math	22	25
Algebra 1	19-20	Math	19	25
Algebra 1	19-20	Math	22	25
Algebra 1A	19-20	Math	13	15
Algebra 1A	19-20	Math	12	15
Algebra 1A	19-20	Math	9	15
Algebra 1B	19-20	Math	13	15
Algebra 1B	19-20	Math	11	15
Algebra 2	19-20	Math	28	25
Algebra 2	19-20	Math	19	25
Algebra 2	19-20	Math	19	25
Algebra 2	19-20	Math	26	25
Algebra 2	19-20	Math	24	25
Anatomy & Physiology I	S1	Science	18	24
Anatomy & Physiology I	S1	Science	13	24
Anatomy & Physiology II	S2	Science	16	24
Anatomy & Physiology II	S2	Science	13	24
AP Biology	19-20	Science	13	24
AP Biology	19-20	Science	12	24
AP Calculus	19-20	Math	18	25
AP Calculus	19-20	Math	16	25
AP Chemistry	19-20	Science	15	24
AP Computer Science	19-20	Comp&Tech	18	21
AP Eng Lit & Comp	19-20	English	18	25
AP Eng Lit & Comp	19-20	English	12	25

AP English Language & Comp.	19-20	English	25	25
AP English Language & Comp.	19-20	English	14	25
AP English Language & Comp.	19-20	English	23	25
AP Environmental Science	19-20	Science	18	24
AP Environmental Science	19-20	Science	15	24
AP Physics I	19-20	Science	22	24
AP Physics I	19-20	Science	16	24
AP Physics I	19-20	Science	11	24
AP Physics II	19-20	Science	22	24
AP Psychology	19-20	SocStu	24	25
AP Psychology	19-20	SocStu	24	25
AP Psychology	19-20	SocStu	21	25
AP Spanish	19-20	Wrld Lang	23	25
AP Statistics	19-20	Math	21	25
AP Studio Art	19-20	VisPerArts	9	20
AP U.S. History	19-20	SocStu	18	25
AP U.S. History	19-20	SocStu	9	25
AP US Gov Pol	19-20	SocStu	16	25
AP US Gov Pol	19-20	SocStu	6	25
AP World History	19-20	SocStu	23	25
AP World History	19-20	SocStu	22	25
AP World History	19-20	SocStu	15	25
Biology	19-20	Science	24	24
Biology	19-20	 cience	24	24
Biology	19-20	 cience	23	24
Biology	19-20	 cience	19	24
Biology	19-20	 cience	18	24
Biology	19-20	 cience	15	24
Biology	19-20	 cience	24	24
Biology	19-20	 cience	15	24
Calculus	19-20	Math	20	25
Calculus	19-20	Math	16	25
Calculus	19-20	Math	16	25
Ceramics	S1	VisPerArts	18	18
Ceramics	S1	 sPerArts	17	18
Chemistry	19-20	Science	14	24
Chemistry	19-20	Science	24	24
Chemistry	19-20	Science	23	24
Chemistry	19-20	Science	20	24
Chemistry	19-20	Science	18	24
Chemistry and Society	19-20	Science	18	24
Chemistry and Society	19-20	Science	13	24
Civics	S2	SocStu	23	25
Civics	S2	SocStu	23	25
Civics	S2	SocStu	21	25
Civics	S1	SocStu	19	25
Civics	S1	 ocStu	14	25



Civics	S1	bcStu	9	25
Civics	S2	bcStu	26	25
Civics	S2	SocStu	23	25
Civics	S1	SocStu	19	25
Civics	S1	SocStu	15	25
College Composition (Writing)	S2	English	17	22
Computer Science Principles	S2	Comp&Tech	19	20
Computers & Technology	S2	Engnrng	20	20
Concert Band	19-20		27	30
Concert Band	19-20		20	30
Concert Choir	19-20	VisPerArts	25	30
Contemporary Issues	S1	SocStu	19	25
Contemporary Issues	S2	SocStu	13	25
Dance, Movement & Music	S2	VisPerArts	16	25
Digital Photography 1	S1	VisPerArts	16	20
Digital Photography 1	S2	VisPerArts	14	20
Digital Photography 2	S2	VisPerArts	13	20
Drawing 1	S1	sPerArts	12	18
Drawing 1	S1	VisPerArts	13	18
Drawing 1	S2	VisPerArts	11	18
Economics	S2	SocStu	22	25
Economics	S1	SocStu	17	25
Economics	S1	SocStu	15	25
Economics	S2	SocStu	14	25
Economics	S1	SocStu	25	25
Economics	S2	SocStu	24	25
Economics	S1	SocStu	23	25
Economics	S2	SocStu	21	25
Economics	S2	SocStu	19	25
Economics	S1	SocStu	13	25
English 10	19-20	English	25	25
English 10	19-20	English	20	25
English 10	19-20	English	20	25
English 10	19-20	English	25	25
English 10	19-20	English	24	25
English 10	19-20	English	23	25
English 10 Read	19-20	English	9	15
English 9	19-20	English	23	25
English 9	19-20	English	19	25
English 9	19-20	English	25	25
English 9	19-20	English	25	25
English 9	19-20	English	23	25
English 9	19-20	English	21	25
English 9 Read	19-20	English	12	15
Film Studies	S1	English	25	25
Film Studies	S1	English	25	25
Film Studies	S2	English	24	25

Film Studies	S1	English	21	25
Film Studies	S2	English	15	25
Fitness	19-20	PhysEd	25	25
Fitness	19-20	PhysEd	25	25
Fitness	19-20	PhysEd	24	25
Fitness	19-20	PhysEd	24	25
Fitness	19-20	PhysEd	23	25
Fitness	19-20	PhysEd	22	25
Fitness	19-20	PhysEd	22	25
Fitness	19-20	PhysEd	18	25
Fitness	19-20	PhysEd	17	25
Fitness	19-20	PhysEd	13	25
Foods & Nutri 1	S2	FACS	16	16
Foods & Nutri 1	S2	FACS	16	16
Foods & Nutri 1	S2	FACS	14	16
Foods & Nutri 1	S1	FACS	13	16
Foods & Nutri 1	S1	FACS	13	16
Foods & Nutri 2	S2	FACS	12	16
Foods & Nutri 2	S1	FACS	7	16
French I	19-20	Wrld Lang	16	25
French I	19-20	Wrld Lang	13	25
French II	19-20	Wrld Lang	25	25
French II	19-20	Wrld Lang	24	25
French II	19-20	Wrld Lang	24	25
French III	19-20	Wrld Lang	25	25
French III	19-20	Wrld Lang	23	25
French IV	19-20	Wrld Lang	17	25
Fund English	19-20	English	9	15
Fundamentals of Art	S1	VisPerArts	21	22
Fundamentals of Art	S2	VisPerArts	21	22
Fundamentals of Art	S2	VisPerArts	20	22
Fundamentals of Art	S1	VisPerArts	22	22
Fundamentals of Art	S2	VisPerArts	22	22
Fundamentals of Art	S1	VisPerArts	21	22
General Geometry	19-20	Math	14	16
General Geometry	19-20	Math	14	16
General Geometry	19-20	Math	14	16
General Science with Earth Science	19-20	Science	4	15
Geometry	19-20	Math	26	25
Geometry	19-20	Math	24	25
Geometry	19-20	Math	22	25
Geometry	19-20	Math	19	25
Geometry	19-20	Math	24	25
Guitar	S1	VisPerArts	12	20
Guitar	S2	VisPerArts	8	20
Guitar II	S2		3	15
Honors Anatomy & Physiology	19-20	Science	20	24

Honors Anatomy & Physiology	19-20	Science	13	24
Honors Chemistry	19-20	Science	23	24
Honors Chemistry	19-20	Science	23	24
Honors Chemistry	19-20	Science	19	24
Honors Chemistry	19-20	Science	23	24
Honors Civics	S1	SocStu	1	5
Honors Civics	S1	bcStu	4	5
Honors Civics	S1	SocStu	2	5
Honors Economics	S1	SocStu	3	5
Honors Economics	S1	SocStu	2	2
Honors Economics	S1	SocStu	4	10
Honors Economics	S1	SocStu	1	10
Honors French IV	19-20	Wrld Lang	16	25
Honors Jazz Band	19-20		22	30
Honors Literature	S1	English	26	25
Honors Literature	S2	English	25	25
Honors Literature	S2	English	18	25
Honors Literature	S2	English	17	25
Honors Literature	S1	English	16	25
Honors Literature	S1	English	16	25
Honors Pre-Calc	19-20	Math	15	25
Honors Pre-Calc	19-20	Math	15	25
Honors Senior Quest	19-20		11	15
Honors Spanish IV	19-20	Wrld Lang	22	25
Honors U.S. Literature	19-20	English	21	25
Honors U.S. Literature	19-20	English	20	25
Human Geography	S1	SocStu	21	25
Human Geography	S2	SocStu	18	25
Human Relations	S1	FACS	12	22
Improv Theatre	19-20	VisPerArts	13	25
Interior Decorating	S1	FACS	7	22
Intro to Graphic Arts	S1	VisPerArts	21	21
Intro to Graphic Arts	S2	VisPerArts	16	21
Intro to Modern Languages	19-20	Wrld Lang	14	15
Jazz Band	19-20		11	30
Jazz Band	19-20		11	30
Jazz Choir	19-20	VisPerArts	13	28
Journalism 1	S2	English	21	22
Journalism 1	S1	English	19	22
Journalism 1	S2	English	11	22
Journalism 2	S2	English	9	22
Latin I	19-20	Wrld Lang	15	25
Latin I	19-20	Wrld Lang	14	25
Latin I	19-20	Wrld Lang	13	25
Latin II	19-20	Wrld Lang	20	25
Legal Studies	S2	SocStu	25	25
Legal Studies	S1	SocStu	20	25

Life Science	19-20	 cience	5	15
Memoirs & Biography	S1	English	23	25
Memoirs & Biography	S1	English	16	25
Memoirs & Biography	S1	English	13	25
Memoirs & Biography II	S2	English	25	25
Memoirs & Biography II	S2	English	11	25
Music Th & Comp 1	S1	VisPerArts	8	25
Outdoor Adventures	S2	PhysEd	18	28
Outdoor Adventures	S2	PhysEd	13	28
Painting	S2	VisPerArts	14	18
Painting	S2	VisPerArts	10	18
Personal Finance	S2	Comp&Tech	18	21
Personal Finance	S1	Comp&Tech	16	21
Personal Finance	S1	Comp&Tech	14	21
Personal Finance	S2	Comp&Tech	13	21
Personal Fitness	S1	PhysEd	15	28
Personal Fitness	S2	PhysEd	14	28
Physical Science with Earth Science	19-20	 cience	23	24
Physical Science with Earth Science	19-20	 cience	20	24
Physical Science with Earth Science	19-20	 cience	18	24
Physical Science with Earth Science	19-20	 cience	23	24
Physical Science with Earth Science	19-20	 cience	20	24
Physical Science with Earth Science	19-20	 cience	18	24
Physical Science with Earth Science	19-20	Science	22	24
Physical Science with Earth Science	19-20	Science	20	24
Physical Science with Earth Science	19-20	Science	16	24
Physical Science with Earth Science	19-20	Science	18	24
Physics: Conceptual	19-20	Science	23	24
Physics: Conceptual	19-20	Science	14	24
Physics: Princ. & Problems	19-20	Science	17	24
Physics: Princ. & Problems	19-20	Science	13	24
PLTW Digital Electronics	19-20	Engnrng	18	20
PLTW Intro to Engineering Design	19-20	Engnrng	16	20
PLTW Principles of Engineering	19-20	Engnrng	18	20
Poetry	S1	English	16	25
Popular Reading	S2	English	9	15
Popular Reading	S1	English	8	15
Pre-Calculus	19-20	Math	19	25
Pre-Calculus	19-20	Math	23	25
Pre-Calculus	19-20	Math	23	25
Pre-Calculus	19-20	Math	16	25
Psychology	19-20	SocStu	19	25
Psychology	19-20	SocStu	18	25
Robotics	S1	Engnrng	15	22
Running Start Alg 3/Trig	19-20	Math	10	20
Running Start Alg 3/Trig	19-20	Math	13	20
Running Start Algebra 2	19-20	Math	16	16

Running Start Algebra 2	19-20	Math	13	16
Running Start Algebra 2	19-20	Math	16	16
Science Fiction	S1	English	25	25
Science Fiction	S1	English	24	25
Science Fiction	S2	English	22	25
Senior Quest	19-20		11	30
Sociology	S2	SocStu	23	25
Sociology	S1	SocStu	18	25
Spanish I	19-20	Wrld Lang	25	25
Spanish I	19-20	Wrld Lang	22	25
Spanish I	19-20	Wrld Lang	17	25
Spanish II	19-20	Wrld Lang	26	25
Spanish II	19-20	Wrld Lang	25	25
Spanish II	19-20	Wrld Lang	25	25
Spanish II	19-20	Wrld Lang	22	25
Spanish II	19-20	Wrld Lang	21	25
Spanish III	19-20	Wrld Lang	17	25
Spanish III	19-20	Wrld Lang	12	25
Spanish III	19-20	Wrld Lang	25	25
Spanish III	19-20	Wrld Lang	21	25
Spanish IV	19-20	Wrld Lang	26	25
Team & Ind Sports	S1	PhysEd	16	28
Team & Ind Sports	S1	PhysEd	14	28
U.S. History	19-20	SocStu	25	25
U.S. History	19-20	SocStu	18	25
U.S. History	19-20	SocStu	17	25
U.S. History	19-20	SocStu	25	25
U.S. History	19-20	SocStu	23	25
U.S. History	19-20	SocStu	19	25
U.S. History	19-20	SocStu	25	25
U.S. History	19-20	SocStu	24	25
U.S. History	19-20	SocStu	25	25
U.S. History	19-20	SocStu	19	25
U.S. Literature	19-20	English	25	25
U.S. Literature	19-20	English	24	25
U.S. Literature	19-20	English	17	25
U.S. Literature	19-20	English	22	25
Unified PE	S1	PhysEd	12	25
Video Game Design	S1	Comp&Tech	14	20
Video Game Design	S1	Comp&Tech	9	20
Web Page Design	S2	Comp&Tech	11	21
Wellness	19-20	PhysEd	25	28
Wellness	19-20	PhysEd	25	28
Wellness	19-20	PhysEd	25	28
Wellness	19-20	PhysEd	24	28
Wellness	19-20	PhysEd	24	28
Wellness	19-20	PhysEd	21	28

Wellness	19-20	PhysEd	21	28
Wellness	19-20	PhysEd	18	28
Wellness	19-20	PhysEd	17	28
Wellness	19-20	PhysEd	13	28
World Studies	19-20	SocStu	21	25
World Studies	19-20	SocStu	19	25
World Studies	19-20	SocStu	25	25
World Studies	19-20	 bcStu	23	25
World Studies	19-20	SocStu	17	25
World Studies	19-20	SocStu	25	25
World Studies	19-20	SocStu	14	25
Writing	S2	English	22	22
Writing	S2	English	22	22
Writing	S1	English	22	22
Writing	S1	English	20	22
Writing	S2	English	23	22
Writing	S2	English	16	22
Writing	S2	English	21	22
Writing	S1	English	22	22
Writing	S1	English	21	22
Writing	S2	English	13	22
				

To: Hollis Brookline Cooperative School Board  
From: Tim Girzone, Principal HBMS  
Re: Principal's Report  
Date: October 16, 2019

## Information Only

**Technology Education**-Students in “Grade 7 Tech Ed” recently put their engineering, design and manufacturing skills to the test with the bridge design project. The goal of the project was to use the lightest possible design to support the heaviest load.



**Local Field Trip with Team Bartlett** –Students and teachers from team Bartlett traveled to nearby Andres Institute of Art in Brookline where they enjoyed presentations by local artists, hiked the trails and explored a variety of art media.



## Personnel updates

**Computer Education:** HBMS is happy to announce the hiring of Mrs. Wendy Sommer as our new Computer Education teacher for the ‘19-’20 school year. Mrs. Sommer has a Bachelor of Science in Electrical and Computer Engineering from WPI and brings with her both experience in the classroom as well as in the field of computer engineering.

**Gr. 8 Science Long-Term Sub (maternity leave):** HBMS is currently accepting applications for a long term substitute position in Gr. 8 Science that will last from November through the end of the school year.

**Instructional Leadership Team:**

HBMS has formed a committee consisting of administration and staff from a variety of departments to explore Master Schedule options that meet the needs of all middle school students, maintains the instructional minutes students currently receive, and addresses the West Ed report concerns. The group is scheduled to meet once a month and all staff are welcome to attend.

**Veterans Day Assembly**

On November 7th beginning at 8:15 a.m. HBMS will host its annual Veterans Day Celebration. We are asking that any community members who may know of an area veteran that has not received an invitation should reach out to the HBMS main office. It would be great to see some new faces at this event. As always, the public is welcome to attend.

**PSAT's** -On Monday, November 4th, HBMS 8th grade students will be administered the PSAT 8/9. The PSAT 8/9 is the first test in the SAT group of assessments. The PSAT 8/9 establishes a baseline for students and provides parents and teachers with early feedback on the skills and knowledge that matter most for college and career success. More information regarding PSAT 8/9 can be found at:  
<https://collegereadiness.collegeboard.org/psat-8-9>

**Parent Teacher Conferences-** On November 7th and 14th HBMS will hold after school parent conferences. Conferences will be conducted by team with off team teachers having individual times for parents (as was done last year). Similar in format to the high school, parents are able to sign up via a Sign Up Genius available on HBMS website. Parents who are not able to schedule in one of the time slots can reach out to the team to schedule a time during the teachers Common Planning Time (CPT).

**Important Dates:**

October 25th PTSA sponsored Halloween dance

HBMS Kindness Week 10/21-10/25

Red Ribbon Week 10/28-11/1 (Drug and Alcohol Prevention and Awareness)

October 29th - Sports Recognition Night 6:30 p.m.

November 1st- Quarter 1 ends

November 7- Veterans Day Assembly 8:15 a.m. in the HBMS Gymnasium






Respectfully Submitted,

Tim Girzone

Principal

Hollis Brookline Middle School

Course Name	Expression	Term	Teacher Dept.	Students	Max Seats
Art 7	1(KM-BF)	Q3	VisPerfArt	13	25
Art 7	2(KM-BF)	Q4	VisPerfArt	16	25
Art 7	5(KM-BF)	Q4	VisPerfArt	16	25
Art 7	8(KM-BF)	Q4	VisPerfArt	18	25
Art 7	8(KM-BF)	Q3	VisPerfArt	19	25
Art 7	2(KM-BF)	Q3	VisPerfArt	21	25
Art 7	4(KM-BF)	Q4	VisPerfArt	22	25
Art 7	1(KM-BF)	Q4	VisPerfArt	25	25
Art 7	5(KM-BF)	Q3	VisPerfArt	27	27
Art 7	4(KM-BF)	Q3	VisPerfArt	28	28
Art 8	7(KM-BF)	Q2	VisPerfArt	8	25
Art 8	7(KM-BF)	Q1	VisPerfArt	8	25
Art 8	2(KM-BF)	Q2	VisPerfArt	12	25
Art 8	3(KM-BF)	Q2	VisPerfArt	13	25
Art 8	2(KM-BF)	Q1	VisPerfArt	18	25
Art 8	3(KM-BF)	Q1	VisPerfArt	19	25
Art 8	6(KM-BF)	Q1	VisPerfArt	20	25
Art 8	6(KM-BF)	Q2	VisPerfArt	22	25
Art 8	5(KM-BF)	Q2	VisPerfArt	23	25
Art 8	5(KM-BF)	Q1	VisPerfArt	25	25
Band 7	7(KT,KF- BM,BR)	19-20	VisPerfArt	14	25
Band 7	5(KT,KF- BM,BR)	19-20	VisPerfArt	15	25
Band 7	5(KM,KR,BT,B F)	19-20	VisPerfArt	17	25
Band 8	2(KW,KF- BM,BR)	19-20	VisPerfArt	15	25
Band 8	2(KM,KR,BW, BF)	19-20	VisPerfArt	16	25
Chorus 7	2(KW,KF- BM,BR)	19-20	VisPerfArt	17	25
Chorus 7	2(KM,KR,BW, BF)	19-20	VisPerfArt	17	25

Chorus 7	8(KW,KF-BM,BR)	19-20	VisPerfArt	21	25
Chorus 7	8(KM,KR,BW, BF)	19-20	VisPerfArt	25	25
Chorus 8	4(KM,KR,BW, BF)	19-20	VisPerfArt	18	25
Chorus 8	7(KM,KR,BT, BF)	19-20	VisPerfArt	19	25
Chorus 8	1(KT,KF-BM,BR)	19-20	VisPerfArt	23	25
Computer 7	1(KM-BF)	Q1	 ComputerEd	12	25
Computer 7	2(KM-BF)	Q2	ComputerEd	16	25
Computer 7	5(KM-BF)	Q2	ComputerEd	16	25
Computer 7	8(KM-BF)	Q2	ComputerEd	18	25
Computer 7	8(KM-BF)	Q1	 ComputerEd	19	25
Computer 7	2(KM-BF)	Q1	 ComputerEd	21	25
Computer 7	4(KM-BF)	Q2	ComputerEd	23	25
Computer 7	1(KM-BF)	Q2	ComputerEd	25	25
Computer 7	5(KM-BF)	Q1	 ComputerEd	26	26
Computer 7	4(KM-BF)	Q1	 ComputerEd	27	27
Computer 8	7(KM-BF)	Q4	ComputerEd	7	25
Computer 8	7(KM-BF)	Q3	ComputerEd	8	25
Computer 8	3(KM-BF)	Q4	ComputerEd	11	25
Computer 8	2(KM-BF)	Q3	ComputerEd	12	25
Computer 8	2(KM-BF)	Q4	ComputerEd	15	25
Computer 8	3(KM-BF)	Q3	ComputerEd	18	25
Computer 8	6(KM-BF)	Q4	ComputerEd	20	25
Computer 8	5(KM-BF)	Q3	ComputerEd	22	25
Computer 8	6(KM-BF)	Q3	ComputerEd	23	25
Computer 8	5(KM-BF)	Q4	ComputerEd	25	25
English 7	8(KM-BF)	19-20	English	14	25
English 7	1(KM-BF)	19-20	English	17	25
English 7	7(KM-BF)	19-20	English	18	25
English 7	7(KM-BF)	19-20	English	19	25
English 7	2(KM-BF)	19-20	English	21	25
English 7	2(KM-BF)	19-20	English	22	25
English 7	5(KM-BF)	19-20	English	23	25
English 7	3(KM-BF)	19-20	English	24	25
English 7	3(KM-BF)	19-20	English	25	25

English 7	6(KM-BF)	19-20	English	25	25
English 8	2(KM-BF)	19-20	English	12	25
English 8	7(KM-BF)	19-20	English	12	25
English 8	7(KM-BF)	19-20	English	13	25
English 8	8(KM-BF)	19-20	English	15	25
English 8	4(KM-BF)	19-20	English	16	25
English 8	8(KM-BF)	19-20	English	17	25
English 8	1(KM-BF)	19-20	English	19	25
English 8	1(KM-BF)	19-20	English	20	25
English 8	3(KM-BF)	19-20	English	22	25
English 8	5(KM-BF)	19-20	English	25	25
French 7	8(KM-BF)	19-20	WorldLang	15	25
French 7	3(KM-BF)	19-20	WorldLang	24	25
French 7	6(KM-BF)	19-20	WorldLang	26	26
French 8	1(KM-BF)	19-20	WorldLang	20	25
French 8	4(KM-BF)	19-20	WorldLang	25	25
General Music 7	7(KM,KR,BT,B F)	19-20	VisPerfArt	22	25
General Music 7	1(KM,KR,BT,B F)	19-20	VisPerfArt	24	25
General Music 7	1(KT,KF-BM,BR)	19-20	VisPerfArt	25	25
General Music 8	7(KT,KF-BM,BR)	19-20	VisPerfArt	9	25
General Music 8	8(KW,KF-BM,BR)	19-20	VisPerfArt	11	25
General Music 8	8(KM,KR,BW, BF)	19-20	VisPerfArt	12	25
General Music 8	4(KW,KF-BM,BR)	19-20	VisPerfArt	12	25
General Music 8	1(KM,KR,BT,B F)	19-20	VisPerfArt	17	25

Geometry	5(KM-BF)	19-20	Math	2	25
Health 7	1(KM-BF)	Q4	HealthEd	13	25
Health 7	5(KM-BF)	Q3	HealthEd	16	25
Health 7	2(KM-BF)	Q3	HealthEd	17	25
Health 7	8(KM-BF)	Q3	HealthEd	18	25
Health 7	8(KM-BF)	Q4	HealthEd	20	25
Health 7	2(KM-BF)	Q4	HealthEd	21	25
Health 7	4(KM-BF)	Q3	HealthEd	22	25
Health 7	1(KM-BF)	Q3	HealthEd	25	25
Health 7	5(KM-BF)	Q4	HealthEd	26	26
Health 7	4(KM-BF)	Q4	HealthEd	28	28
Health 8	7(KM-BF)	Q2	HealthEd	8	25
Health 8	7(KM-BF)	Q1	HealthEd	9	25
Health 8	2(KM-BF)	Q1	HealthEd	12	25
Health 8	2(KM-BF)	Q2	HealthEd	17	25
Health 8	3(KM-BF)	Q1	HealthEd	18	25
Health 8	3(KM-BF)	Q2	HealthEd	19	25
Health 8	6(KM-BF)	Q2	HealthEd	19	25
Health 8	6(KM-BF)	Q1	HealthEd	21	25
Health 8	5(KM-BF)	Q1	HealthEd	23	25
Health 8	5(KM-BF)	Q2	HealthEd	25	25
IMP Math	3(KM-BF)	19-20	Math	4	15
IMP Math	7(KM-BF)	19-20	Math	6	15
Math 7	8(KM-BF)	19-20	Math	14	25
Math 7	6(KM-BF)	19-20	Math	14	25
Math 7	4(KM-BF)	19-20	Math	15	25
Math 7	7(KM-BF)	19-20	Math	16	25
Math 7	2(KM-BF)	19-20	Math	16	25
Math 7	7(KM-BF)	19-20	Math	16	25
Math 7	3(KM-BF)	19-20	Math	19	25
Math 7 Algebra	6(KM-BF)	19-20	Math	28	28
Math 7 Pre- Algebra	3(KM-BF)	19-20	Math	19	25
Math 7 Pre- Algebra	5(KM-BF)	19-20	Math	20	25
Math 7 Pre- Algebra	1(KM-BF)	19-20	Math	24	25

Math 8	4(KM-BF)	19-20	Math	9	25
Math 8	7(KM-BF)	19-20	Math	11	25
Math 8	1(KM-BF)	19-20	Math	12	25
Math 8	2(KM-BF)	19-20	Math	17	25
Math 8	8(KM-BF)	19-20	Math	17	25
Math 8	7(KM-BF)	19-20	Math	17	25
Math 8	5(KM-BF)	19-20	Math	23	25
Math 8 Algebra	3(KM-BF)	19-20	Math	15	25
Math 8 Algebra	1(KM-BF)	19-20	Math	17	25
Math 8 Algebra	8(KM-BF)	19-20	Math	27	27
Physical Education 7	2(KM,KR,BW, BF)	19-20	PhysEd	16	30
Physical Education 7	2(KW,KF- BM,BR)	19-20	PhysEd	16	30
Physical Education 7	7(KM,KR,BT,B F)	19-20	PhysEd	17	30
Physical Education 7	5(KM,KR,BT,B F)	19-20	PhysEd	18	30
Physical Education 7	5(KT,KF- BM,BR)	19-20	PhysEd	18	30
Physical Education 7	8(KM,KR,BW, BF)	19-20	PhysEd	21	30
Physical Education 7	7(KT,KF- BM,BR)	19-20	PhysEd	23	30
Physical Education 7	8(KW,KF- BM,BR)	19-20	PhysEd	25	30
Physical Education 7	1(KM,KR,BT,B F)	19-20	PhysEd	25	30
Physical Education 7	1(KT,KF- BM,BR)	19-20	PhysEd	25	30
Physical Education 8	7(KM,KR,BT,B F)	19-20	PhysEd	11	30
Physical Education 8	8(KM,KR,BW, BF)	19-20	PhysEd	15	30
Physical Education 8	2(KM,KR,BW, BF)	19-20	PhysEd	16	30
Physical Education 8	2(KW,KF- BM,BR)	19-20	PhysEd	16	30

Physical Education 8	8(KW,KF-BM,BR)	19-20	PhysEd	16	30
Physical Education 8	4(KM,KR,BW,BF)	19-20	PhysEd	17	30
Physical Education 8	7(KT,KF-BM,BR)	19-20	PhysEd	21	30
Physical Education 8	1(KT,KF-BM,BR)	19-20	PhysEd	21	30
Physical Education 8	4(KW,KF-BM,BR)	19-20	PhysEd	25	30
Physical Education 8	1(KM,KR,BT,BF)	19-20	PhysEd	25	30
Read 180	5-6(KM-BF)	19-20	English	20	25
Read 180	5-6(KM-BF)	19-20		20	25
Reading 7	1(KM-BF)	19-20		19	20
Reading 8	8(KM-BF)	19-20		10	20
Reading 8	2(KM-BF)	19-20		19	25
Science 7	2(KM-BF)	19-20	Science	15	24
Science 7	2(KM-BF)	19-20	Science	18	24
Science 7	8(KM-BF)	19-20	Science	18	24
Science 7	7(KM-BF)	19-20	Science	19	24
Science 7	7(KM-BF)	19-20	Science	20	24
Science 7	5(KM-BF)	19-20	Science	23	24
Science 7	3(KM-BF)	19-20	Science	23	24
Science 7	8(KM-BF)	19-20	Science	24	24
Science 7	3(KM-BF)	19-20	Science	24	24
Science 7	6(KM-BF)	19-20	Science	24	24
Science 8	8(KM-BF)	19-20	Science	11	24
Science 8	2(KM-BF)	19-20	Science	11	24
Science 8	8(KM-BF)	19-20	Science	14	24

Science 8	7(KM-BF)	19-20	Science	17	24
Science 8	1(KM-BF)	19-20	Science	19	24
Science 8	3(KM-BF)	19-20	Science	19	24
Science 8	4(KM-BF)	19-20	Science	19	24
Science 8	7(KM-BF)	19-20	Science	20	24
Science 8	1(KM-BF)	19-20	Science	20	24
Science 8	3(KM-BF)	19-20	Science	22	24
Social Studies 7	7(KM-BF)	19-20	SocStud	16	25
Social Studies 7	5(KM-BF)	19-20	SocStud	17	25
Social Studies 7	8(KM-BF)	19-20	SocStud	17	25
Social Studies 7	2(KM-BF)	19-20	SocStud	20	25
Social Studies 7	2(KM-BF)	19-20	SocStud	22	25
Social Studies 7	3(KM-BF)	19-20	SocStud	22	25
Social Studies 7	7(KM-BF)	19-20	SocStud	22	25
Social Studies 7	8(KM-BF)	19-20	SocStud	23	25
Social Studies 7	6(KM-BF)	19-20	SocStud	24	25
Social Studies 7	1(KM-BF)	19-20	SocStud	24	25
Social Studies 8	2(KM-BF)	19-20	SocStud	10	25
Social Studies 8	7(KM-BF)	19-20	SocStud	11	25
Social Studies 8	7(KM-BF)	19-20	SocStud	14	25
Social Studies 8	8(KM-BF)	19-20	SocStud	15	25
Social Studies 8	4(KM-BF)	19-20	SocStud	17	25
Social Studies 8	3(KM-BF)	19-20	SocStud	17	25
Social Studies 8	8(KM-BF)	19-20	SocStud	17	25

Social Studies 8	3(KM-BF)	19-20	SocStud	22	25
Social Studies 8	4(KM-BF)	19-20		24	25
Social Studies 8	5(KM-BF)	19-20	SocStud	25	25
Spanish 7	1(KM-BF)	19-20	WorldLang	14	25
Spanish 7	1(KM-BF)	19-20	WorldLang	14	25
Spanish 7	7(KM-BF)	19-20	WorldLang	17	25
Spanish 7	6(KM-BF)	19-20	WorldLang	17	25
Spanish 7	4(KM-BF)	19-20	WorldLang	22	25
Spanish 7	4(KM-BF)	19-20	WorldLang	23	25
Spanish 8	7(KM-BF)	19-20	WorldLang	11	25
Spanish 8	3(KM-BF)	19-20	WorldLang	15	25
Spanish 8	6(KM-BF)	19-20	WorldLang	23	25
Spanish 8	2(KM-BF)	19-20	WorldLang	24	25
Tech Ed 7	1(KM-BF)	Q2	TechEd	13	25
Tech Ed 7	5(KM-BF)	Q1	TechEd	16	25
Tech Ed 7	2(KM-BF)	Q1	TechEd	17	25
Tech Ed 7	8(KM-BF)	Q1	TechEd	18	25
Tech Ed 7	8(KM-BF)	Q2	TechEd	19	25
Tech Ed 7	2(KM-BF)	Q2	TechEd	21	25
Tech Ed 7	4(KM-BF)	Q1	TechEd	23	25
Tech Ed 7	5(KM-BF)	Q2	TechEd	25	25
Tech Ed 7	1(KM-BF)	Q1	TechEd	25	25
Tech Ed 7	4(KM-BF)	Q2	TechEd	27	27
Tech Ed 8	7(KM-BF)	Q3	TechEd	8	25
Tech Ed 8	7(KM-BF)	Q4	TechEd	8	25
Tech Ed 8	2(KM-BF)	Q4	TechEd	12	25
Tech Ed 8	2(KM-BF)	Q3	TechEd	16	25
Tech Ed 8	3(KM-BF)	Q4	TechEd	18	25
Tech Ed 8	3(KM-BF)	Q3	TechEd	19	25
Tech Ed 8	6(KM-BF)	Q3	TechEd	20	25
Tech Ed 8	5(KM-BF)	Q4	TechEd	22	25
Tech Ed 8	6(KM-BF)	Q4	TechEd	23	25
Tech Ed 8	5(KM-BF)	Q3	TechEd	25	25

To: Andrew Corey, Superintendent  
From: Brian Bumpus, District Athletic Coordinator  
Re: October 2019 Board Report

**HBHS Update:** With just a couple of weeks left in the regular season, several of the HBHS Athletic teams are poised to make strong play-off and championship appearances. The Golf team will enter the 2019 State Tournament at Sky Meadow Country Club, scheduled for Thursday, October 17<sup>th</sup>, sitting atop the Division II standings. The Girls Soccer team currently sits in a tie for 4<sup>th</sup> place, with 6 games left in the season, while the Boys team is tied for the 8<sup>th</sup> place spot. The Football team also sits in 8<sup>th</sup> place in their respective standings, with several key games coming up to try and secure a spot in the play-offs. The Boys and Girls Cross Country teams will compete in their Divisional State Championships on Saturday, October 26<sup>th</sup> at Derryfield Park, while the Fall Cheerleading squad will host the Hannah Bazemore Memorial Competition on Sunday, October 27<sup>th</sup>.

**HBHS Volleyball Milestone:** The HBHS Girls Volleyball program continues to rack up milestones in the wake of another successful season. Heading in to the home stretch, the team has strung together another undefeated season, and recently earned the 400<sup>th</sup> win in program history. Congratulations to Coach Balfour, all of the current athletes and coaches, as well as all of the past players and parents that contributed to this impressive feat.

**HBMS Update:** The Fall season is quickly coming to a close for our Middle School athletes, with tournaments and championship races right around the corner. Both the Girls and Boys Soccer teams sit in 2<sup>nd</sup> place in Division II, with 6-1-1 and 7-1 records, respectively. They are slated to host up through the semi-finals of the Tri-County Tournament, pending the results of their final games of the regular season. The Girls Volleyball team is currently undefeated and sits in the top spot of Division I. The play-offs for all 3 teams begin the week of October 21<sup>st</sup>. The HBMS Cross Country teams will compete in the Tri-County Championships, scheduled for Saturday, October 19<sup>th</sup> at Mines Falls in Nashua.

**Annual Ski Swap:** Preparations for the annual Ski Swap, sponsored by the Hollis Brookline Athletic Booster Club are well underway, and the HBABC is looking for volunteers. The Ski Swap is the single largest fundraiser hosted by our Booster Club, and is a great opportunity to bring athletes and coaches from HBHS and HBMS, as well as parents and community members, together. The event is held during the Thanksgiving Break. More information, including sign-ups for volunteers, can be found at the following link: <https://www.nhskiswap.com/>.

#### **Recent Coaching Hires:**

Indoor Track Head Coach (HBHS) – Pam Saucier

Skiing Head Coach (HBHS) – Matthew LoPresti

Skiing Asst. Coach (HBHS) – Milton Robinson

**District Coaching Openings:** The HB Athletic Department is currently looking for qualified candidates to fill the following coaching vacancies.

**HBHS**

Girls Basketball Asst. Coach  
Boys Lacrosse Head Coach  
Boys Lacrosse JV Coach  
Girls Outdoor Track Head Coach  
Boys Outdoor Track Asst. Coach  
Girls Tennis Head Coach

**HBMS**

Girls Basketball Coach  
Boys Lacrosse Coach

Respectfully Submitted,



Brian Bumpus  
District Athletic Coordinator

# Hollis Brookline Cooperative School District

## FY19 YEAR END Expense and Revenue Report

as of 6/30/19

<b>Expenses</b>				
<b>Description</b>	<b>Budget</b>	<b>YTD Expense</b>	<b>Encumbered</b>	<b>Balance</b>
Regular Education	\$ 5,701,951	\$ 5,669,229	\$ -	\$ 32,721
Special Education	\$ 3,481,633	\$ 3,389,223		\$ 92,410
Vocational Program	\$ 40,840	\$ 22,981		\$ 17,859
Co-curricular Program	\$ 748,177	\$ 758,106		\$ (9,929)
Student Support Services	\$ 1,391,177	\$ 1,274,572		\$ 116,605
Instructional Staff Support	\$ 703,406	\$ 568,882		\$ 134,524
*School Board/SAU Assessment	\$ 977,608	\$ 862,135		\$ 115,473
School Administration	\$ 1,076,405	\$ 1,033,198		\$ 43,207
Food Service Bad Debt	\$ -	\$ 2,581		\$ (2,581)
Facilities	\$ 1,274,582	\$ 1,201,284		\$ 73,298
Transportation	\$ 1,120,522	\$ 1,095,098		\$ 25,424
Benefits	\$ 4,740,915	\$ 4,716,280		\$ 24,635
Site improvements	\$ 75,500	\$ 94,818		\$ (19,318)
Debt Service	\$ 620,191	\$ 595,867		\$ 24,324
Transfers	\$ 2,474,000	\$ 2,499,725		\$ (25,725)
<b>TOTAL</b>	<b>\$ 24,426,907</b>	<b>\$ 23,783,977</b>	<b>\$ -</b>	<b>\$ 642,930</b>

<b>FY18 Expense Carryover to FY19</b>	<b>\$152,203</b>	<b>\$119,401</b>		<b>\$32,802</b>
<b>TOTAL FY18 + FY19</b>	<b>\$ 24,579,110</b>	<b>\$ 23,903,378</b>	<b>\$ -</b>	<b>\$ 675,732</b>

## Revenue

Description	Budget	YTD Revenue	Expected	Balance
Local Property Tax	\$ 15,295,661	\$ 15,295,661	\$ -	\$ -
Adequacy Aid Grant/Tax	\$ 5,157,701	\$ 5,157,204		\$ (497)
Impact Fees	\$ 5,000	\$ 20,374		\$ 15,374
State				\$ -
Special Education Aid	\$ 594,000	\$ 586,177	\$ -	\$ (7,823)
Building Aid	\$ 181,362	\$ 181,362		\$ -
Food Service	\$ 3,000	\$ 3,334		\$ 334
Federal				\$ -
Grants	\$ 260,000	\$ 270,715	\$ -	\$ 10,715
Food Service	\$ 38,000	\$ 44,506	\$ -	\$ 6,506
Medicaid	\$ 146,457	\$ 78,123	\$ -	\$ (68,334)
Local				\$ -
Tuition	\$ 5,000	\$ 7,353		\$ 2,353
Food Service Sales	\$ 353,000	\$ 365,037		\$ 12,037
Other	\$ 5,000	\$ 170,559		\$ 165,559
Contingency & Trusts	\$ 260,000	\$ 256,133		\$ (3,867)
Capital Projects	\$ 1,660,000	\$ 1,660,000		\$ -
Unreserved Fund Balance	\$ 604,726	\$ 695,407	\$ -	\$ 90,681
Less Retained Fund Balance	\$ (142,000)	\$ (142,000)	\$ -	\$ -
<b>TOTAL REVENUE</b>	<b>\$ 24,426,907</b>	<b>\$ 24,649,945</b>	<b>\$ -</b>	<b>\$ 223,038</b>

Total Expense Balance	\$675,732
Total Revenue Balance	\$223,038
<b>Unreserved Fund Balance</b>	<b>\$898,770</b>

### Anticipated Reductions to Unreserved Fund Balance

Contingency	\$ 100,000
Athletic Trust	\$ 67,000
Maint. Trust	\$ 75,000
Spec Ed Trust	\$ 25,000
Retained Fund Balance	\$ 142,000
<b>Total Reductions</b>	<b>\$ 409,000</b>

**Projected Unreserved Fund Balance**

**\$489,770**

**Explanation of budget balances on current expense report**

**6/30/2019**

Function	Description	Current Balance	Notes
1100	Regular Education	\$ 32,721	Staffing changes; fewer lane changes than expected
1200	Special Education	\$ 92,410	Savings in salaries, OOD tuition, tutoring, and services
1300	Vocational Program	\$ 17,859	Lower # of voc ed students than budgeted
1400	Co-curricular Program	\$ (9,929)	Transportation services not filled by contracted provider
2100	Student Support Services	\$ 116,605	Savings in consultations and contracted services
2200	Instructional Staff Support	\$ 134,524	Savings in teacher professional development and MLP reimbursements
2300	School Board/SAU Assessment	\$ 115,473	\$100K contingency fund not being used; lower legal expenses
2400	School Administration	\$ 43,207	Savings in service agreements, replacement equipment and hosted services
2600	Facilities	\$ 73,298	Savings due to unfilled positions and in snow removal
2700	Transportation	\$ 25,424	Special Ed costs less than expected
2900	Benefits	\$ 24,635	Savings in teacher NH retirement (lower rate); other small savings
4000	Site Improvement	\$ (19,318)	Easement cost
5100	Debt Service	\$ 24,324	Turf field bond interest postponed to FY20's budget
5200	Transfers	\$ (25,725)	Grant/Food Service transfer higher than expected
	<b>TOTAL</b>	<b>\$ 642,930</b>	

**General explanation of what is included in each account category**

Function	Description	Includes
1100	Regular Education	Teacher salaries and teaching materials
1200	Special Education	Teacher salaries, teaching materials, ESY, out-of-district tuition
1300	Vocational Program	Vocational ed. Tuition
1400	Co-curricular Program	Athletic program and other co-curricular activities
2100	Student Support Services	Guidance, nurse, psychologist, OT, teaching/testing supplies, contracted services
2200	Instructional Staff Support	Professional development, librarian, library supplies, computer equipment
2300	School Board/Assessment	Assessment, school board expense, annual meeting expense, legal expense
2400	School Administration	Administrator & secretarial salaries, copiers, telephone, hardware/software support contracts, site licensing, consulting, network services, office supplies
2600	Facilities	Custodial/maintenance salaries, snow plowing, mowing, building repairs, heating oil, electric, janitorial supplies, property/liability insurance
2700	Transportation	Bus transportation, fuel
2900	Benefits	Health and dental insurance, taxes, NHRS, Life/LTD, workers comp & unemployment
4000	Site Improvement	Site improvements including architectural fees
5100	Debt Service	Principal and interest payments on bonds
5200	Transfers	Accounting line to make total expenses match total revenue, and match the budget.

**Hollis Brookline Cooperative School District**  
**FY20**  
**YTD Expense and Revenue Report**

<b>Expenses as of 10/3/2019</b>				
Description	Budget	YTD Expense	Encumbered	Balance
Regular Education	\$ 5,938,322	\$ 774,717	\$ 5,098,416	\$ 65,189
Special Education	\$ 3,805,411	\$ 612,278	\$ 2,972,307	\$ 220,826
Vocational Program	\$ 40,000	\$ -	\$ 40,000	\$ -
Co-curricular Program	\$ 831,092	\$ 127,853	\$ 701,610	\$ 1,629
Student Support Services	\$ 1,441,548	\$ 148,800	\$ 1,283,788	\$ 8,960
Instructional Staff Support	\$ 664,210	\$ 176,141	\$ 487,246	\$ 822
*School Board/SAU Assessment	\$ 1,048,523	\$ 296,885	\$ 638,600	\$ 113,038
School Administration	\$ 1,093,601	\$ 310,664	\$ 738,207	\$ 44,730
Facilities	\$ 1,305,601	\$ 346,796	\$ 924,275	\$ 34,531
Transportation	\$ 1,258,143	\$ 197,092	\$ 980,534	\$ 80,517
Benefits	\$ 5,227,980	\$ 808,134	\$ 4,255,386	\$ 164,461
Site improvements	\$ 39,564	\$ 45,005	\$ -	\$ (5,441)
Robotics Warrant	\$ 98,832	\$ 38,048	\$ 56,526	\$ 4,258
Debt Service	\$ 814,292	\$ 747,567	\$ 67,395	\$ (670)
Transfers	\$ 821,000	\$ -	\$ 821,000	\$ -
<b>TOTAL</b>	<b>\$ 24,428,119</b>	<b>\$ 4,629,979</b>	<b>\$ 19,065,290</b>	<b>\$ 732,850</b>

FY19 Expense Carryover	\$55,698	\$36,849	\$18,506	\$ 343
<b>TOTAL FY19 + FY20</b>	<b>\$ 24,483,817</b>	<b>\$ 4,666,828</b>	<b>\$ 19,083,796</b>	<b>\$ 733,193</b>

\* Please note that the \$100,000 Contingency fund is not encumbered; no planned use at this time.

## Revenue as of 10/3/2019

Description	Budget	YTD Revenue	Expected	Balance
Local Property Tax	\$ 17,040,557	\$ 5,350,000	\$ 11,690,557	\$ -
Adequacy Aid Grant/Tax	\$ 5,390,687	\$ 636,407	\$ 4,754,280	\$ 0
Impact Fees				\$ -
State				
Special Education Aid	\$ 513,923		\$ 513,923	\$ -
Building Aid	\$ 191,362		\$ 191,362	\$ -
Food Service	\$ 3,000		\$ 3,000	\$ -
Vocational Aid	\$ 5,364		\$ 5,364	\$ -
Federal				
Grants	\$ 260,000		\$ 260,000	\$ -
Food Service	\$ 38,000		\$ 38,000	\$ -
Medicaid	\$ -	\$ 6,414	\$ -	\$ 6,414
Local				
Tuition	\$ 10,000	\$ 8,786	\$ 16,155	\$ 14,941
Food Service Sales	\$ 353,000	\$ 10,145	\$ 342,855	\$ -
Other	\$ 34,500	\$ 32,709	\$ 1,791	\$ -
Contingency & Trusts	\$ 267,000		\$ 267,000	\$ -
Unreserved Fund Balance	\$ 462,726		\$ 462,726	\$ -
Less Retained Fund Balance	\$ (142,000)		\$ (142,000)	\$ -
<b>TOTAL REVENUE</b>	<b>\$ 24,428,119</b>	<b>\$ 6,044,461</b>	<b>\$ 18,405,013</b>	<b>\$ 21,355</b>

<b>Total Expense Balance</b>	<b>\$733,193</b>
<b>Total Revenue Balance</b>	<b>\$21,355</b>
<b>Unreserved Fund Balance</b>	<b>\$754,548</b>

**Anticipated Reductions to Unreserved Fund Balance**

**Not Determined Yet, Using FY19 Numbers as Estimates**

Contingency	\$ 100,000
Athletic Trust	\$ 67,000
Maint. Trust	\$ 75,000
Spec Ed Trust	\$ 25,000
Retained Fund Balance	\$ 142,000
<b>Total Reductions</b>	<b>\$ 409,000</b>

**Fund Balance Returned to Taxpayers**

**\$345,548**

**Explanation of budget balances on current expense report**

**10/3/2019**

Function	Description	Current Balance	Notes
1100	Regular Education	\$ 65,189	
1200	Special Education	\$ 220,826	
1300	Vocational Program	\$ -	
1400	Co-curricular Program	\$ 1,629	
2100	Student Support Services	\$ 8,960	
2200	Instructional Staff Support	\$ 822	
2300	School Board/SAU Assessment	\$ 113,038	
2400	School Administration	\$ 44,730	
2600	Facilities	\$ 34,531	
2700	Transportation	\$ 80,517	
2900	Benefits	\$ 164,461	
4000	Site improvement	\$ (5,441)	
5100	Bonds	\$ (670)	
5200	Transfers	\$ -	
	<b>TOTAL</b>	<b>\$ 728,592</b>	Since encumbrances are still being entered, explanations will be provided next quarter

**General explanation of what is included in each account category**

Function	Description	Includes
1100	Regular Education	Teacher salaries and teaching materials
1200	Special Education	Teacher salaries, teaching materials, ESY, out-of-district tuition
1300	Vocational Program	Vocational ed. Tuition
1400	Co-curricular Program	Athletic program and other co-curricular activities
2100	Student Support Services	Guidance, nurse, psychologist, OT, teaching/testing supplies, contracted services
2200	Instructional Staff Support	Professional development, librarian, library supplies, computer equipment
2300	School Board/Assessment	Assessment, school board expense, annual meeting expense, legal expense
2400	School Administration	Administrator & secretarial salaries, copiers, telephone, hardware/software support contracts, site licensing, consulting, network services, office supplies
2600	Facilities	Custodial/maintenance salaries, snow plowing, mowing, building repairs, heating oil, electric, janitorial supplies, property/liability insurance
2700	Transportation	Bus transportation, fuel
2900	Benefits	Health and dental insurance, taxes, NHRS, Life/LTD, workers comp & unemployment
4000	Site Improvement	Site improvements including architectural fees
5100	Bonds	Principal and interest payments on bonds
5200	Transfers	Accounting line to make total expenses match total revenue, and match the budget.

**ATTORNEY/CLIENT PRIVILEGE**

October 5, 2019

**Via E-mail**

Andrew Corey  
Superintendent of Schools  
Hollis-Brookline Cooperative School District/SAU 41  
4 Lund Lane  
Hollis, NH

RE: Legal Opinion re the Apportionment Formula

Dear Superintendent Corey:

I have been asked to provide legal guidance regarding the status of the apportionment formula set forth in the Hollis-Brookline Cooperative School District Articles of Agreement and the process for modifying that formula.

**Background:**

The Hollis-Brookline Cooperative School District was formed in 1991 as a result of the votes of the Brookline and Hollis legislative body in February 1990. Articles of Agreement were adopted in accordance with the vote. Article 5 of the Articles of Agreement sets forth the formula used to apportion costs between the member districts, Hollis and Brookline.

The Articles of Agreement have been amended three times since the formation of the Coop, in 1996, 2002, and most recently in 2015.

**Process for Changing Apportionment Formula**

Article 11 of the Articles of Agreement sets forth the process for amending the Articles of Agreement.

Per Article 11, the Articles of Agreement must be amended in accordance with RSA 195:18, III(i), pursuant to a warrant article, and after a reasonable opportunity for debate in open meeting. The warrant article must set forth the specific text of the amendment. The Cooperative School Board is required to hold a public hearing regarding the proposed amendment.

RSA 195:18, III(i) sets forth a 5-year period of repose before further amendments can be made to the apportionment formula once the formula is changed:

April 13, 2018

Page 2

*“If the apportionment formula for a cooperative school district **has been duly changed**, the basis for the apportionment of all such costs may be subject to review pursuant to an article for that purpose duly inserted in the warrant for a district meeting which may be held at any time after the expiration of the 5-year period measured from the date of the meeting at which the last change was made to the cost apportionment.”*

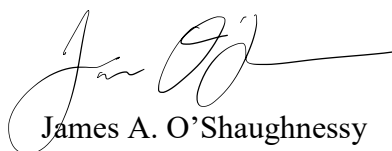
The Articles of Agreement were changed in 2015, so 2020 is the soonest that a proposed amendment to the apportionment formula can be lawfully considered by the legislative body. Any proposal would not to actually change the formula to trigger the 5 year period of repose. Accordingly, a proposal to maintain or reaffirm the current apportionment formula would not be a “change” to the formula and would not trigger the 5 year period of repose. As the period of repose would not be in effect, any future regular or special district meeting of the School District could lawfully propose a change to apportionment formula until the formula is in fact “changed.”

#### **Current Articles of Agreement**

The Articles of Agreement relative to the apportionment formula (Article 5) were amended at a Special School District meeting held on January 12, 2015. The State Board of Education approved the amendment on February 18, 2015. Upon reviewing the corporate records, it came to my attention that the Articles of Agreement do not reflect the most recent change to the apportionment formula. I took the liberty to incorporate the 2015 amendment to Article 5 and to add a notation in an endnote to the Articles of Agreement which memorizes the dates related to the 2015 change. The revised and updated Articles of Agreement are enclosed with this letter for your review and for the Board to vote to approve. Please maintain a copy of the updated Articles of Agreement for your records.<sup>1</sup>

Please do not hesitate to let me know if you have any questions or require further assistance.

Sincerely,



James A. O'Shaughnessy

Enclosure/updated Articles of Agreement

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<sup>1</sup> You may want to consider posting an electronic copy of the updated Articles of Agreement on the District's website.

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:

<u>Town</u>	<u>Members</u>	<u>Term</u>	<u>Year Ending</u>
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 least 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><b>ADM Weight</b></u>	<u><b>EV Weight</b></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><b>ADM Weight</b></u>	<u><b>EV Weight</b></u>
0%	100%

**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 an advisory finance committee consisting of four (4) members, two (2) members from each pre-existing district, said members to be appointed by the Hollis/Brookline Cooperative School District moderator after consultation with the school moderators of each of the pre-existing districts.

The duties of this committee shall be to review proposed budgets and warrant articles with financial impact and report on same to the cooperative school district. If, at any future date, the cooperative school district votes to adopt the provisions of the Municipal Budget Act, this committee will be dissolved.

**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.

*\* Approved by the AREA School Plan Review Board on 12/14/89.  
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.  
Amendment approved at the March 1996 Annual District Meeting (Article 5)  
Amended by the State Board of Education March 11, 1996.  
Amendment approved at the March 6-7, 2002 Annual District Meeting (Article 2 and Article 5).  
Amended by the State Board of Education April 17, 2002.  
Amendment approved at the January 12, 2015 Special School District Meeting (Article 5).  
Amended by the State Board of Education February 18, 2015.*



# School Administrative Unit #41

Hollis, Brookline & Hollis-Brookline Cooperative School Districts

Office of the Superintendent of Schools  
 4 Lund Lane Hollis, New Hampshire 03049  
 603.324.5999 fax 603.465.3933

To: Hollis Brookline Cooperative School Board  
 From: Gina Bergskaug, Assistant Superintendent of Curriculum, Instruction, and Assessment  
 Date: October 10, 2019  
 Re: Cyclical Agenda Topics

The purpose of this memo is to offer a rough outline the cyclical agenda topics for the COOP School Board meetings. Certainly additional topics come up as needed. For example, policies come before the Board based on recommendations from the community, referrals from administration, or changes in RSA. Below is a rough outline of the topics that are covered annually.

Month	Topic(s)
July (if held)	<ul style="list-style-type: none"> <li>Goals of the Board</li> <li>Policies</li> </ul>
August	<ul style="list-style-type: none"> <li>Summer CIP update</li> <li>Policies</li> </ul>
September	<ul style="list-style-type: none"> <li>Beginning of Year Goal Presentation</li> <li>Policies</li> </ul>
October	<ul style="list-style-type: none"> <li>Class size by section</li> <li>Program of Studies (POS) Introduction</li> <li>Annual meeting calendar Introduction</li> <li>EOY financials</li> <li>Revenue &amp; Expense Report</li> </ul>
November	<ul style="list-style-type: none"> <li>Budget round 1 discussion</li> <li>POS approval</li> <li>Annual meeting calendar approval</li> </ul>
December	<ul style="list-style-type: none"> <li>Budget discussions</li> <li>Student Assessment Data presentation</li> </ul>
January	<ul style="list-style-type: none"> <li>Budget discussions</li> <li>Revenue &amp; Expense Report</li> <li>Proposed Calendar discussion</li> </ul>
February	<ul style="list-style-type: none"> <li>Budget Hearing</li> <li>Proposed Calendar approval</li> <li>Annual meeting discussion</li> </ul>
March (If held)	<ul style="list-style-type: none"> <li>Board Reorganization (based on timing)</li> <li>Teacher Renewal (based on timing)</li> <li>Annual meeting discussion</li> </ul>
April	<ul style="list-style-type: none"> <li>Board Reorganization (based on timing)</li> <li>Teacher Renewal (based on timing)</li> <li>Policies</li> </ul>
May	<ul style="list-style-type: none"> <li>Admin &amp; non-union contracts</li> <li>Revenue &amp; Expense Report</li> <li>Federal Assurances</li> <li>Stipend approvals</li> <li>Policies</li> </ul>
June	<ul style="list-style-type: none"> <li>End of Year Goal Progress</li> <li>Trust Hearings</li> <li>Authorization to Superintendent to hire, accept resignations, and terminate employees over the summer</li> </ul>

*Andrew Corey*  
 Superintendent of Schools  
 andrew.corey@sau41.org

*Gina Bergskaug*  
 Assistant Superintendent  
 gina.bergskaug@sau41.org

*Kelly Seeley*  
 Business Administrator  
 kelly.seeley@sau41.org

*Robert Thompson*  
 Assistant Superintendent  
 robert.thompson@sau41.org

# SAU #41, NH Historical Enrollment

School District: SAU #41, NH Consolidation (H+B)

10/2/2019

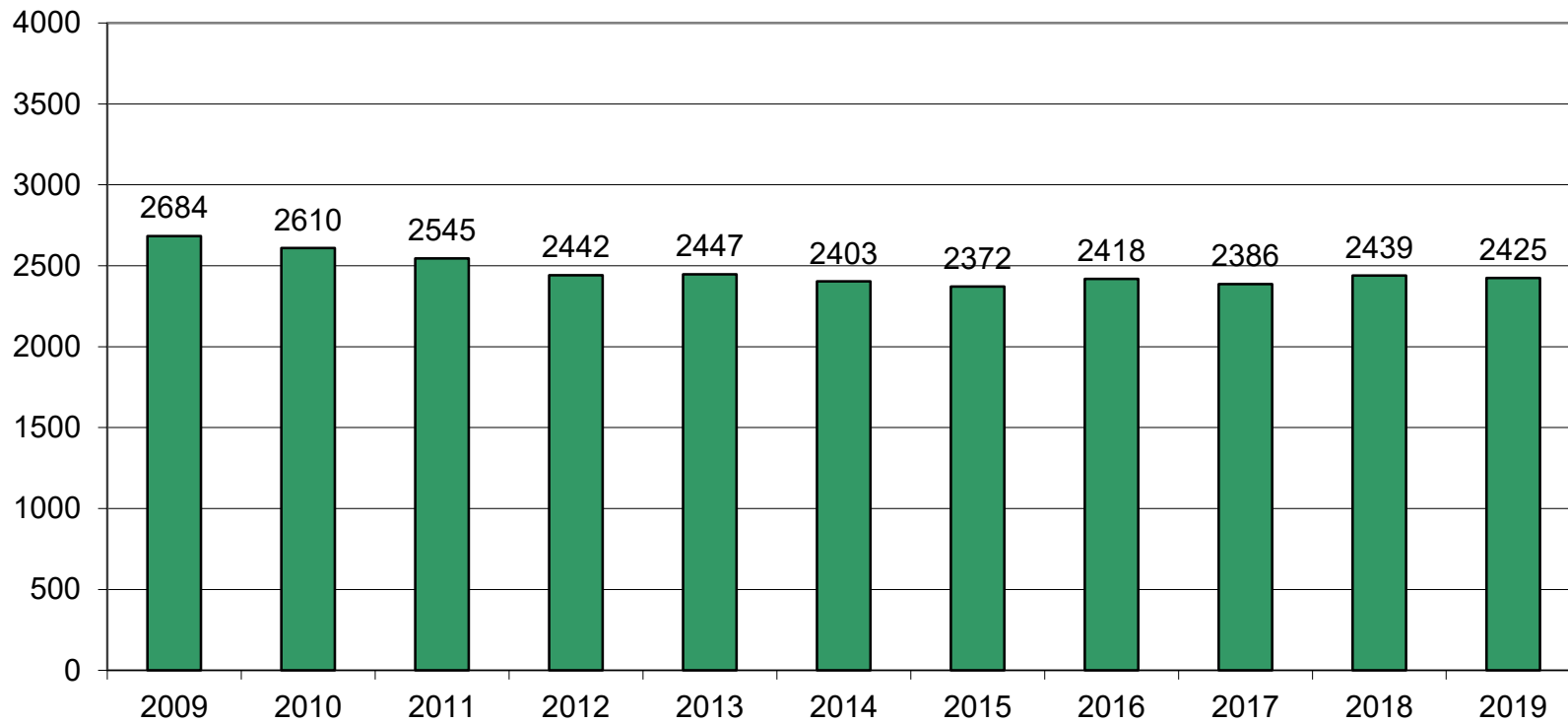
Historical Enrollment By Grade																			
Birth Year	Births	School Year	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	UNGR	K-12	PK-12
2004	131	2009-10	28	130	204	172	189	166	235	212	232	245	200	230	238	231	0	2684	2712
2005	99	2010-11	44	131	177	188	179	195	167	236	204	235	237	202	224	235	0	2610	2654
2006	112	2011-12	43	112	162	178	194	187	193	178	232	205	235	239	198	232	0	2545	2588
2007	96	2012-13	53	110	137	170	181	193	188	202	178	231	197	242	216	197	0	2442	2495
2008	82	2013-14	51	125	154	142	184	189	202	201	204	178	223	203	211	231	0	2447	2498
2009	99	2014-15	47	111	142	173	155	191	196	201	196	208	176	232	196	226	0	2403	2450
2010	82	2015-16	44	109	148	157	174	161	202	204	207	198	209	175	233	195	0	2372	2416
2011	75	2016-17	42	137	145	155	168	190	161	208	209	210	203	209	181	242	0	2418	2460
2012	80	2017-18	30	138	157	156	168	179	196	166	213	207	214	207	211	174	0	2386	2416
2013	76	2018-19	57	146	147	158	164	182	186	204	172	220	211	217	211	221	0	2439	2496
2014	81	2019-20	36	141	161	170	168	173	191	182	209	175	214	212	215	214	0	2425	2461

Historical Enrollment in Grade Combinations									
Year	K-3	4-6	K-6	K-8	5-8	6-8	7-8	7-12	9-12
2009-10	695	613	1308	1785	924	689	477	1376	899
2010-11	675	598	1273	1712	842	675	439	1337	898
2011-12	646	558	1204	1641	808	615	437	1341	904
2012-13	598	583	1181	1590	799	611	409	1261	852
2013-14	605	592	1197	1579	785	583	382	1250	868
2014-15	581	588	1169	1573	801	605	404	1234	830
2015-16	588	567	1155	1560	811	609	405	1217	812
2016-17	605	559	1164	1583	788	627	419	1254	835
2017-18	619	541	1160	1580	782	586	420	1226	806
2018-19	615	572	1187	1579	782	596	392	1252	860
2019-20	640	546	1186	1570	757	566	384	1239	855

Historical Percentage Changes			
Year	K-12	Diff.	%
2009-10	2684	0	0.0%
2010-11	2610	-74	-2.8%
2011-12	2545	-65	-2.5%
2012-13	2442	-103	-4.0%
2013-14	2447	5	0.2%
2014-15	2403	-44	-1.8%
2015-16	2372	-31	-1.3%
2016-17	2418	46	1.9%
2017-18	2386	-32	-1.3%
2018-19	2439	53	2.2%
2019-20	2425	-14	-0.6%
<b>Change</b>		<b>-259</b>	<b>-9.6%</b>

# SAU #41, NH Historical Enrollment

**K-12, 2009-2019**



# SAU #41, NH Projected Enrollment

School District: SAU #41, NH Consolidation (H+B)

10/2/2019

Enrollment Projections By Grade*																				
Birth Year	Births		School Year	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	UNGR	K-12	PK-12
2014	81		2019-20	36	141	161	170	168	173	191	182	209	175	214	212	215	214	0	2425	2461
2015	100		2020-21	38	185	152	174	182	180	180	194	187	216	178	218	214	219	0	2479	2517
2016	104		2021-22	40	191	199	163	186	195	187	183	201	192	221	182	220	217	0	2537	2577
2017	89		2022-23	42	167	205	214	174	199	202	190	188	206	194	226	184	223	0	2572	2614
2018	89		2023-24	44	166	181	221	228	186	207	206	197	193	208	198	228	185	0	2604	2648
2019	93	(est.)	2024-25	46	172	180	196	236	245	193	210	215	201	195	212	200	229	0	2684	2730
2020	95	(est.)	2025-26	48	176	185	194	209	253	254	197	216	218	203	199	214	202	0	2720	2768
2021	94	(est.)	2026-27	50	174	190	200	207	223	262	259	205	222	219	207	201	217	0	2786	2836
2022	92	(est.)	2027-28	52	171	188	205	214	221	233	268	266	209	225	223	209	203	0	2835	2887
2023	92	(est.)	2028-29	54	171	185	203	219	229	230	237	279	273	211	229	226	212	0	2904	2958
2024	93	(est.)	2029-30	56	172	185	199	216	235	238	234	240	284	277	215	231	230	0	2956	3012

Note: Ungraded students (UNGR) often are high school students whose anticipated years of graduation are unknown, or students with special needs - UNGR not included in Grade Combinations for 7-12, 9-12, etc.

Based on an estimate of births     
  Based on children already born     
  Based on students already enrolled

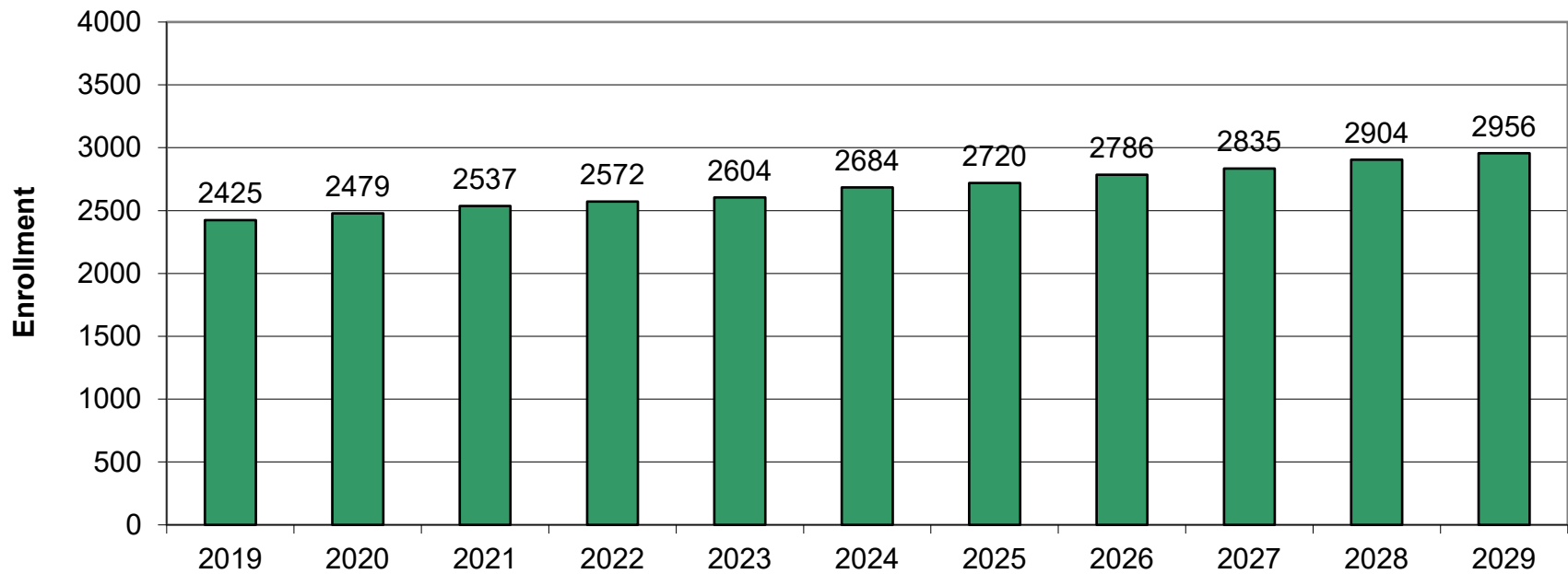
Projected Enrollment in Grade Combinations*									
Year	K-3	4-6	K-6	K-8	5-8	6-8	7-8	7-12	9-12
2019-20	640	546	1186	1570	757	566	384	1239	855
2020-21	693	554	1247	1650	777	597	403	1232	829
2021-22	739	565	1304	1697	763	576	393	1233	840
2022-23	760	591	1351	1745	786	584	394	1221	827
2023-24	796	599	1395	1785	803	596	390	1209	819
2024-25	784	648	1432	1848	819	626	416	1252	836
2025-26	764	704	1468	1902	885	631	434	1252	818
2026-27	771	744	1515	1942	948	686	427	1271	844
2027-28	778	722	1500	1975	976	743	475	1335	860
2028-29	778	696	1474	2026	1019	789	552	1430	878
2029-30	772	707	1479	2003	996	758	524	1477	953

Projected Percentage Changes			
Year	K-12	Diff.	%
2019-20	2425	0	0.0%
2020-21	2479	54	2.2%
2021-22	2537	58	2.3%
2022-23	2572	35	1.4%
2023-24	2604	32	1.2%
2024-25	2684	80	3.1%
2025-26	2720	36	1.3%
2026-27	2786	66	2.4%
2027-28	2835	49	1.8%
2028-29	2904	69	2.4%
2029-30	2956	52	1.8%
<b>Change</b>		<b>531</b>	<b>21.9%</b>

\*Projections should be updated annually to reflect changes in in/out-migration of families, real estate sales, residential construction, births, and similar factors.

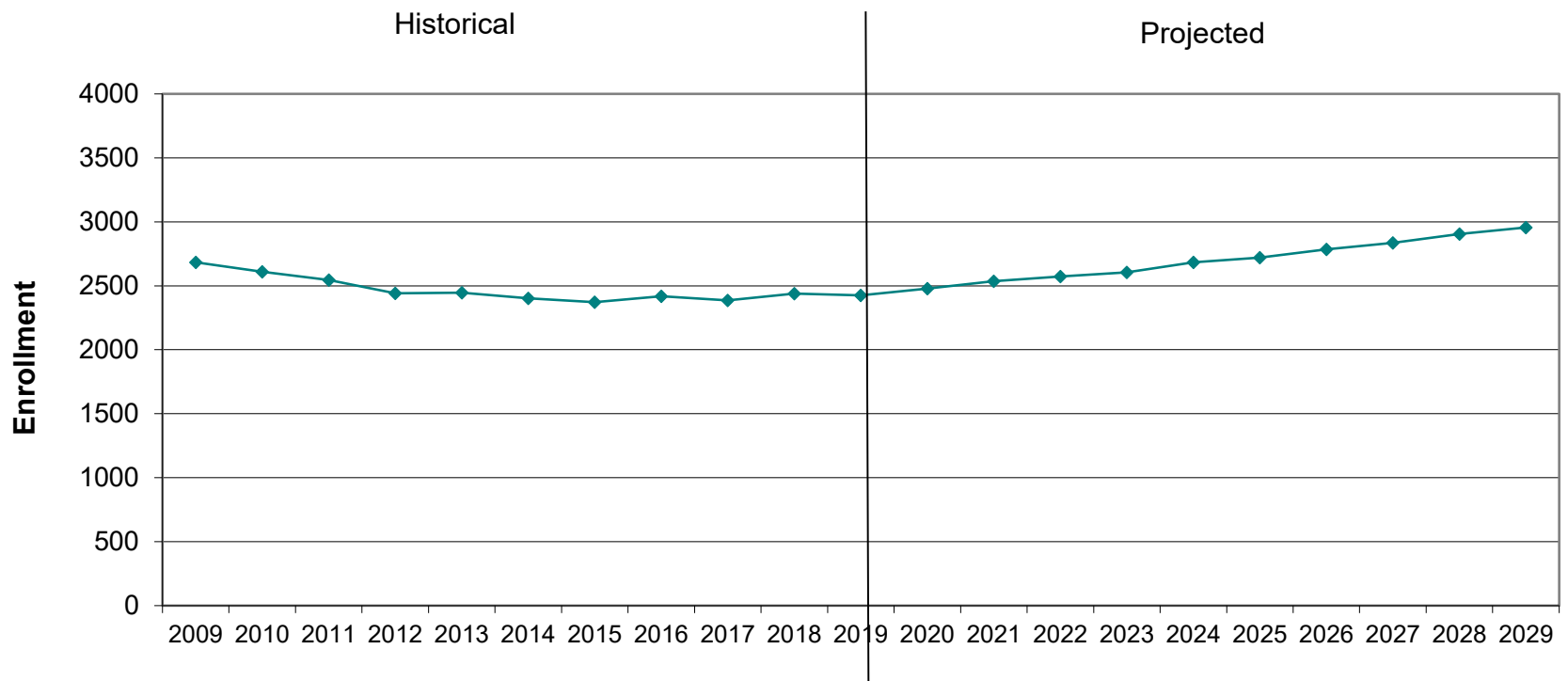
# SAU #41, NH Projected Enrollment

K-12 To 2029 Based On Data Through School Year 2019-20

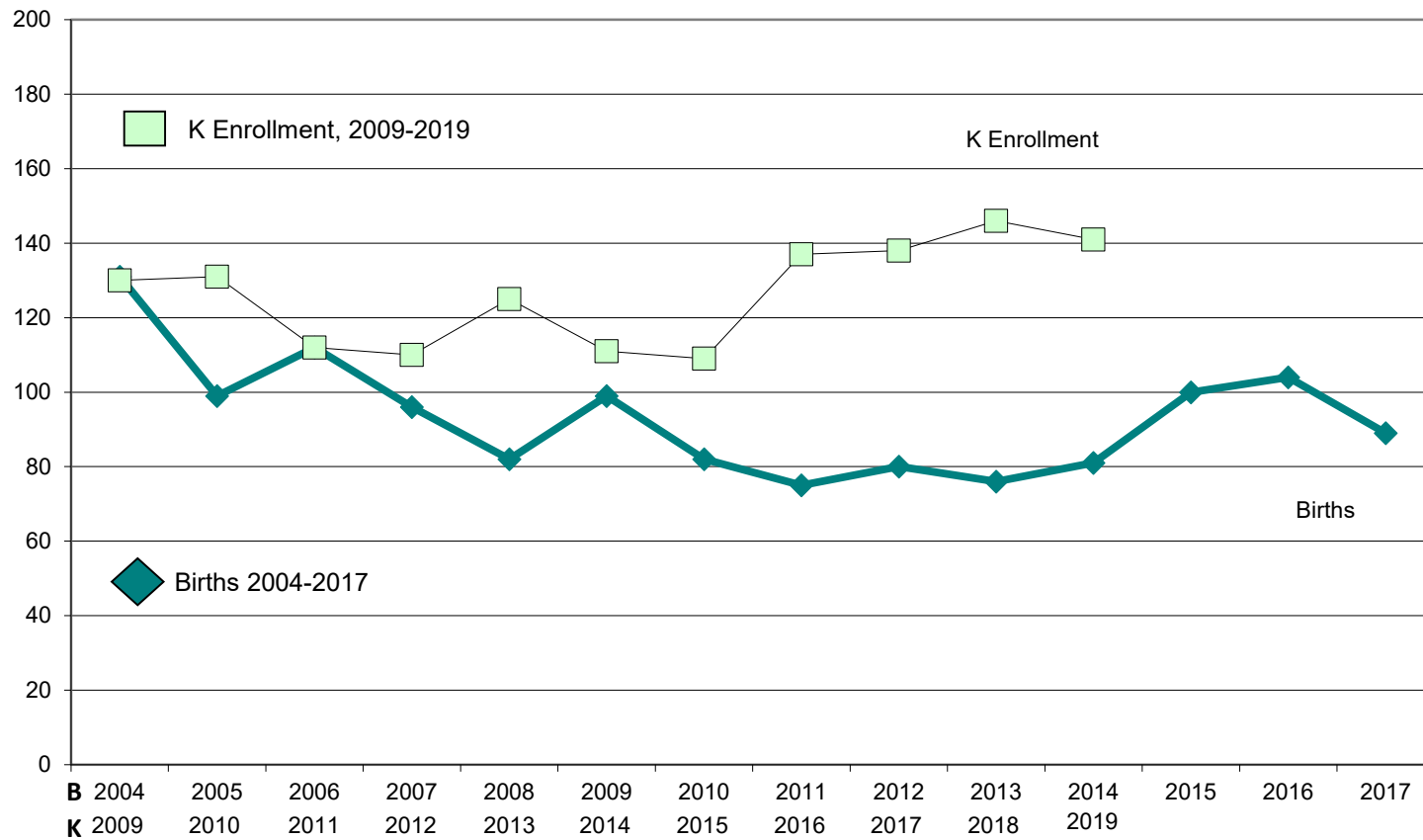


# SAU #41, NH Historical & Projected Enrollment

**K-12, 2009-2029**



# SAU #41, NH Birth-to-Kindergarten Relationship



# SAU #41, NH Additional Data

Building Permits Issued		
Year	Single-Family	Multi-Units
2005	23H, 48B	2H
2015	15H, 21B	0
2016	12H, 23B	0
2017	17H, 22B	0
2018	34H, 23B	2H
2019	0 to date	0 to date

Source: HUD and Building Department

Enrollment History		
Year	Career-Tech 9-12 Total	Non-Public K-12 Total
2005-06	0	0
2015-16	0	0
2016-17	0	0
2017-18	0	0
2018-19	0	0
2019-20	0	0

Residents in Non-Public Independent and Parochial Schools (General Education)														
Enrollments as of Oct. 1	K	1	2	3	4	5	6	7	8	9	10	11	12	K-12 TOTAL
	0	0	0	0	0	0	0	0	0	0	0	0	0	0

K-12 Home-Schooled Students	
2019	0

K-12 Residents in Charter or Magnet Schools, or "Choiced-out"	
2019	0

K-12 Special Education Outplaced Students	
2019	0

K-12 Tuitioned-In, Choiced-In, & Other Non-Residents	
2019	0

The above data were used to assist in the preparation of the enrollment projections. If additional demographic work is needed, please contact our office.

# Brookline, NH Historical Enrollment

School District: Brookline, NH PK-6 and 7-12 Coop - SAU #41

10/2/2019

Note: Recent elementary grade spike may be due to new residential construction and new "move-ins"

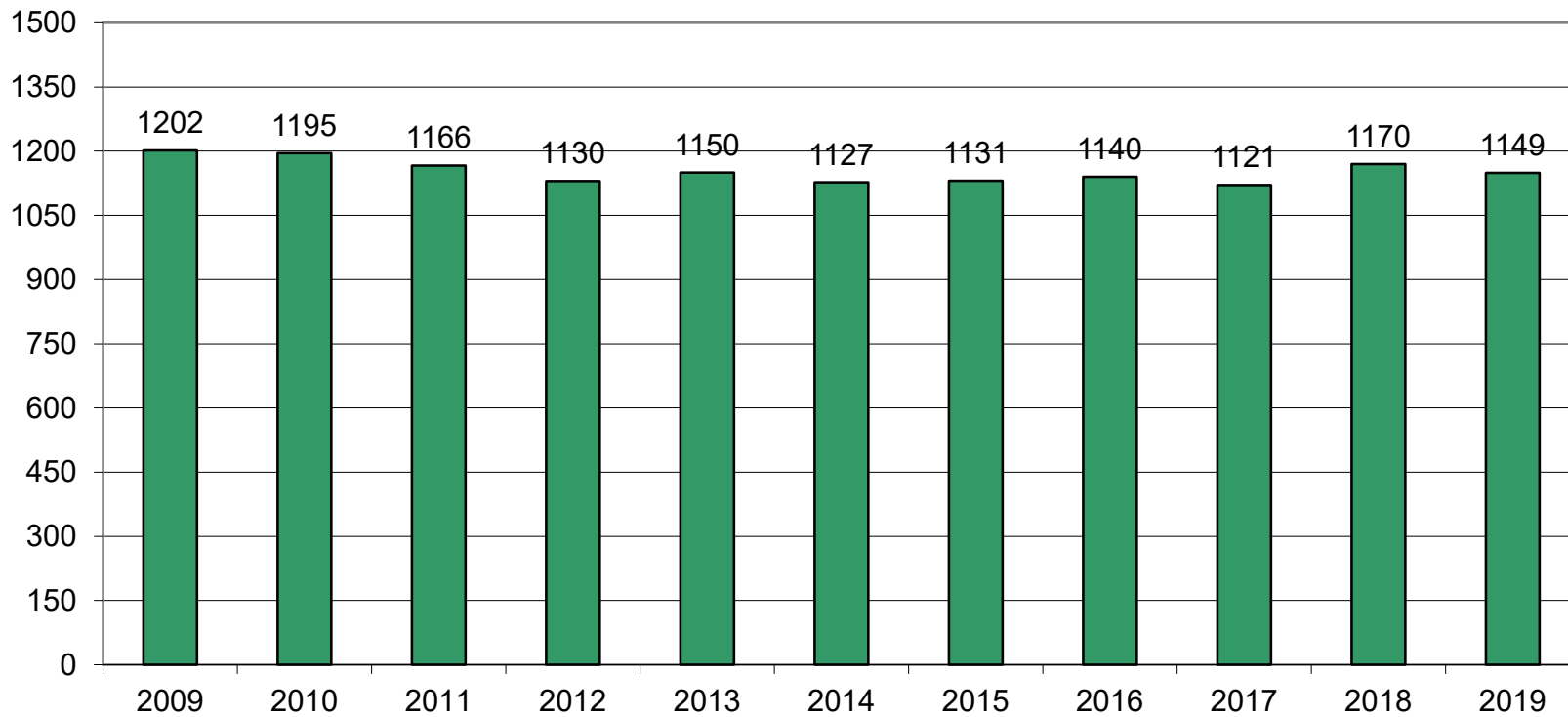
Historical Enrollment By Grade																			
Birth Year	Births	School Year	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	UNGR	K-12	PK-12
2004	69	2009-10	12	72	118	88	89	76	105	99	89	102	76	100	97	91	0	1202	1214
2005	45	2010-11	18	78	94	98	89	89	79	105	98	96	102	77	93	97	0	1195	1213
2006	61	2011-12	19	52	83	96	101	90	90	82	103	99	91	105	74	100	0	1166	1185
2007	55	2012-13	29	48	60	84	96	102	90	94	81	102	103	100	95	75	0	1130	1159
2008	36	2013-14	33	56	62	60	89	98	106	97	97	85	105	112	81	102	0	1150	1183
2009	50	2014-15	28	57	60	67	63	91	103	102	102	98	83	105	107	89	0	1127	1155
2010	43	2015-16	26	60	67	65	69	66	96	109	107	97	100	85	109	101	0	1131	1157
2011	38	2016-17	24	78	66	69	73	73	67	102	108	110	104	97	82	111	0	1140	1164
2012	43	2017-18	19	73	77	67	78	78	73	68	102	108	113	106	99	79	0	1121	1140
2013	36	2018-19	39	66	76	78	70	86	79	79	97	114	101	103	103	118	0	1170	1209
2014	47	2019-20	19	73	71	87	82	76	90	80	88	75	102	107	113	105	0	1149	1168

Historical Enrollment in Grade Combinations									
Year	K-3	4-6	K-6	K-8	5-8	6-8	7-8	7-12	9-12
2009-10	367	280	647	838	395	290	191	555	364
2010-11	359	273	632	826	378	299	194	563	369
2011-12	332	262	594	796	374	284	202	572	370
2012-13	288	286	574	757	367	277	183	556	373
2013-14	267	301	568	750	385	279	182	582	400
2014-15	247	296	543	743	405	302	200	584	384
2015-16	261	271	532	736	409	313	204	599	395
2016-17	286	242	528	746	387	320	218	612	394
2017-18	295	219	514	724	351	278	210	607	397
2018-19	290	244	534	745	369	290	211	636	425
2019-20	313	246	559	722	333	243	163	590	427

Historical Percentage Changes			
Year	K-12	Diff.	%
2009-10	1202	0	0.0%
2010-11	1195	-7	-0.6%
2011-12	1166	-29	-2.4%
2012-13	1130	-36	-3.1%
2013-14	1150	20	1.8%
2014-15	1127	-23	-2.0%
2015-16	1131	4	0.4%
2016-17	1140	9	0.8%
2017-18	1121	-19	-1.7%
2018-19	1170	49	4.4%
2019-20	1149	-21	-1.8%
<b>Change</b>		<b>-53</b>	<b>-4.4%</b>

# Brookline, NH Historical Enrollment

**K-12, 2009-2019**





# Brookline, NH Projected Enrollment

School District: Brookline, NH PK-6 and 7-12 Coop - SAU #41

10/2/2019

Enrollment Projections By Grade*																				
Birth Year	Births		School Year	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	UNGR	K-12	PK-12
2014	47		2019-20	19	73	71	87	82	76	90	80	88	75	102	107	113	105	0	1149	1168
2015	50		2020-21	20	85	77	75	94	89	78	93	91	85	72	102	109	120	0	1170	1190
2016	57		2021-22	21	97	89	81	81	102	91	81	106	88	82	72	104	115	0	1189	1210
2017	36		2022-23	22	61	102	94	87	88	104	94	92	103	84	82	74	110	0	1175	1197
2018	41		2023-24	23	70	64	108	101	94	90	108	107	89	99	84	84	78	0	1176	1199
2019	46	(est.)	2024-25	24	79	74	68	116	110	96	93	123	104	85	99	86	89	0	1222	1246
2020	46	(est.)	2025-26	25	78	83	78	73	126	112	100	106	119	100	85	101	91	0	1252	1277
2021	45	(est.)	2026-27	26	77	82	88	84	79	128	116	114	103	114	100	87	107	0	1279	1305
2022	43	(est.)	2027-28	27	73	81	87	95	91	81	133	132	111	99	114	102	92	0	1291	1318
2023	44	(est.)	2028-29	28	75	77	86	94	103	93	84	152	128	107	99	117	108	0	1323	1351
2024	45	(est.)	2029-30	29	76	79	81	92	102	105	96	96	147	123	107	101	124	0	1329	1358

Note: Ungraded students (UNGR) often are high school students whose anticipated years of graduation are unknown, or students with special needs - UNGR not included in Grade Combinations for 7-12, 9-12, etc.

Based on an estimate of births     
  Based on children already born     
  Based on students already enrolled

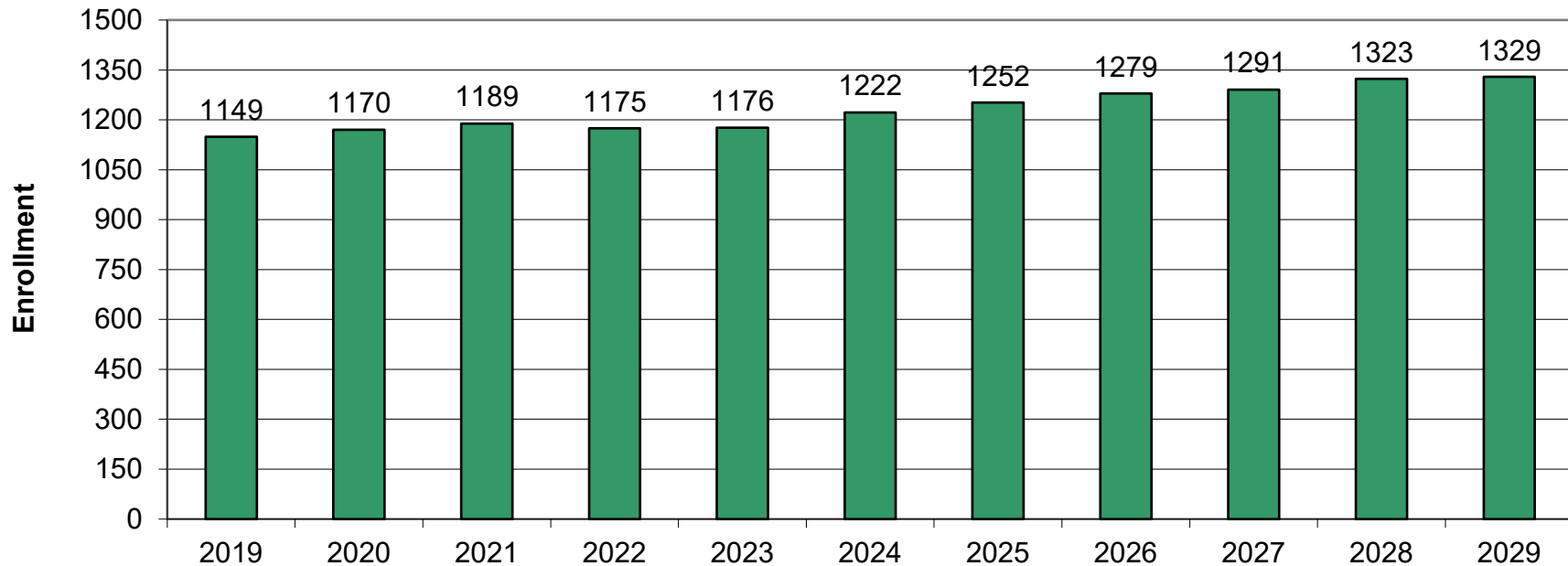
Projected Enrollment in Grade Combinations*									
Year	K-3	4-6	K-6	K-8	5-8	6-8	7-8	7-12	9-12
2019-20	313	246	559	722	333	243	163	590	427
2020-21	331	260	591	767	347	269	176	579	403
2021-22	348	274	622	816	366	275	194	567	373
2022-23	344	286	630	825	393	289	195	545	350
2023-24	343	292	635	831	394	304	196	541	345
2024-25	337	299	636	863	416	320	227	586	359
2025-26	312	338	650	875	437	325	225	602	377
2026-27	331	323	654	871	461	333	217	625	408
2027-28	336	305	641	884	457	376	243	650	407
2028-29	332	280	612	892	457	364	280	711	431
2029-30	328	303	631	874	444	339	243	698	455

Projected Percentage Changes			
Year	K-12	Diff.	%
2019-20	1149	0	0.0%
2020-21	1170	21	1.8%
2021-22	1189	19	1.6%
2022-23	1175	-14	-1.2%
2023-24	1176	1	0.1%
2024-25	1222	46	3.9%
2025-26	1252	30	2.5%
2026-27	1279	27	2.2%
2027-28	1291	12	0.9%
2028-29	1323	32	2.5%
2029-30	1329	6	0.5%
Change		180	15.7%

\*Projections should be updated annually to reflect changes in in/out-migration of families, real estate sales, residential construction, births, and similar factors.

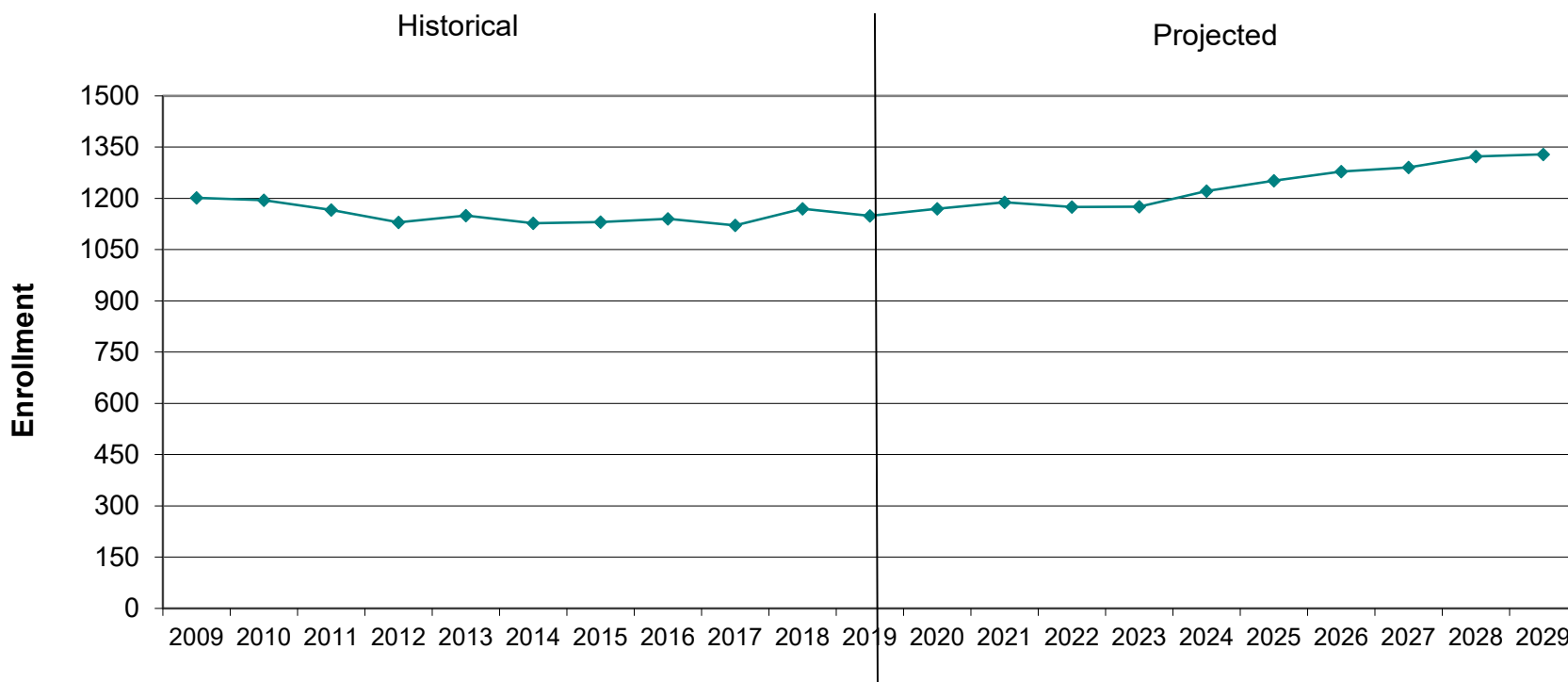
# Brookline, NH Projected Enrollment

K-12 To 2029 Based On Data Through School Year 2019-20

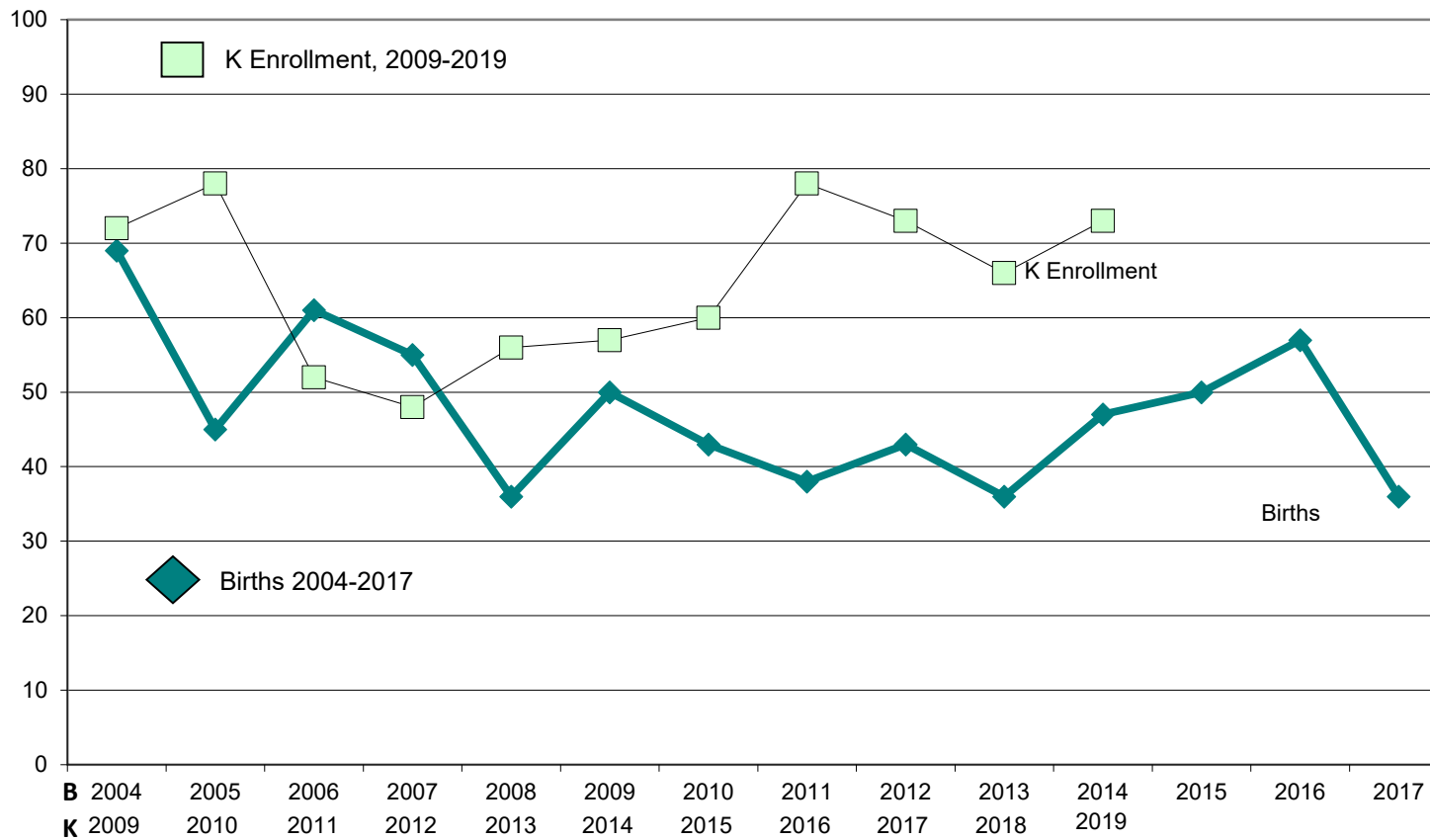


# Brookline, NH Historical & Projected Enrollment

### K-12, 2009-2029



# Brookline, NH Birth-to-Kindergarten Relationship



# Brookline, NH Additional Data

Building Permits Issued		
Year	Single-Family	Multi-Units
2005	48	0
2015	21	0
2016	23	0
2017	22	0
2018	23	0
2019	0 to date	0 to date

Source: HUD and Building Department

Enrollment History		
Year	Career-Tech 9-12 Total	Non-Public K-12 Total
2005-06	n/a	n/a
2015-16	n/a	n/a
2016-17	n/a	n/a
2017-18	n/a	n/a
2018-19	n/a	n/a
2019-20	n/a	n/a

Residents in Non-Public Independent and Parochial Schools (General Education)														
Enrollments as of Oct. 1	K	1	2	3	4	5	6	7	8	9	10	11	12	K-12 TOTAL
	0	0	0	0	0	0	0	0	0	0	0	0	0	n/a

K-12 Home-Schooled Students	
2019	Brookline (K-6) 5 + (7-12) 5

K-12 Residents in Charter or Magnet Schools, or "Choiced-out"	
2019	0

K-12 Special Education Outplaced Students	
2019	0

K-12 Tuitioned-In, Choiced-In, & Other Non-Residents	
2019	0

The above data were used to assist in the preparation of the enrollment projections. If additional demographic work is needed, please contact our office.

# Hollis, NH Historical Enrollment

School District: Hollis, NH PK-6 and 7-12 Coop - SAU #41

10/2/2019

Note: Town of Hollis converted Kindergarten to a full-day program in 2018-19.

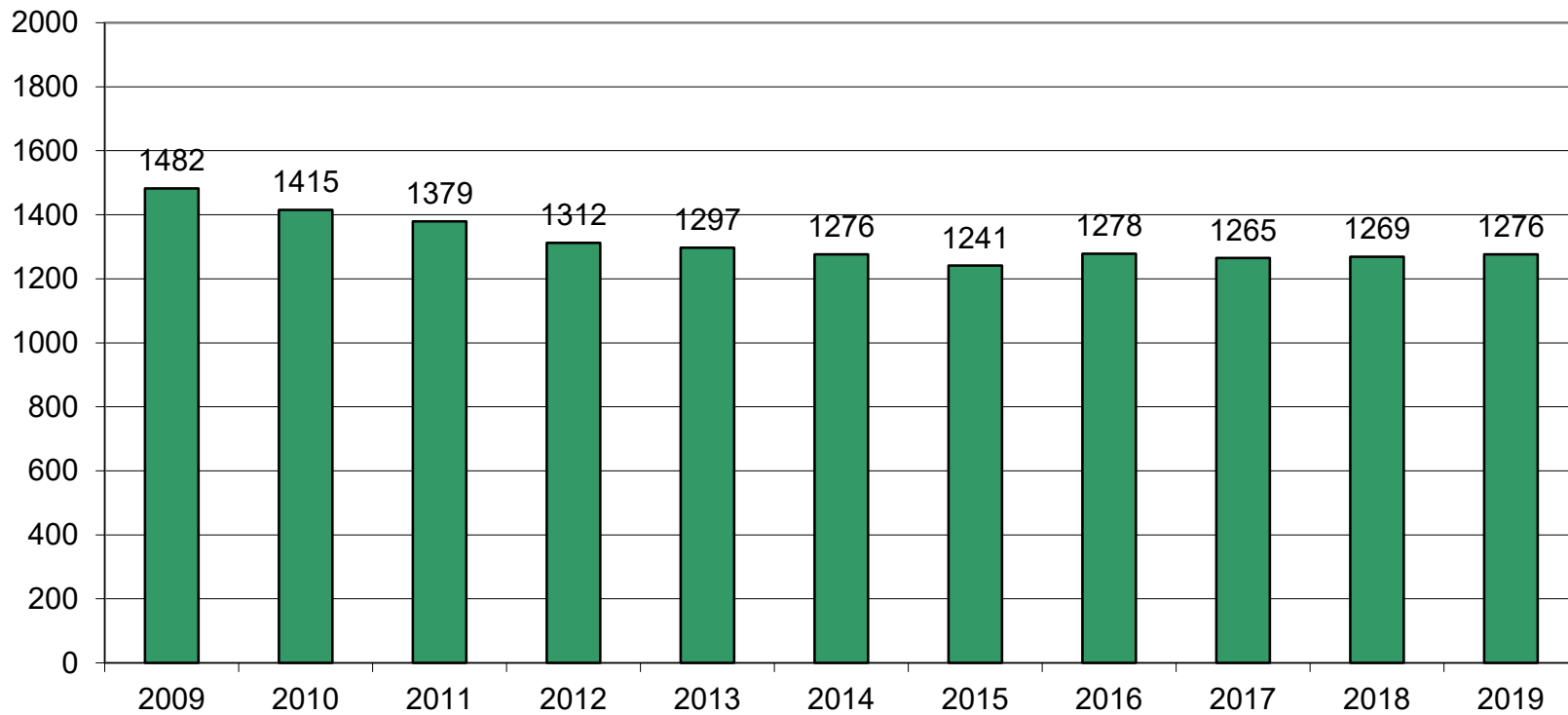
Historical Enrollment By Grade																			
Birth Year	Births	School Year	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	UNGR	K-12	PK-12
2004	62	2009-10	16	58	86	84	100	90	130	113	143	143	124	130	141	140	0	1482	1498
2005	54	2010-11	26	53	83	90	90	106	88	131	106	139	135	125	131	138	0	1415	1441
2006	51	2011-12	24	60	79	82	93	97	103	96	129	106	144	134	124	132	0	1379	1403
2007	41	2012-13	24	62	77	86	85	91	98	108	97	129	94	142	121	122	0	1312	1336
2008	46	2013-14	18	69	92	82	95	91	96	104	107	93	118	91	130	129	0	1297	1315
2009	49	2014-15	19	54	82	106	92	100	93	99	94	110	93	127	89	137	0	1276	1295
2010	39	2015-16	18	49	81	92	105	95	106	95	100	101	109	90	124	94	0	1241	1259
2011	37	2016-17	18	59	79	86	95	117	94	106	101	100	99	112	99	131	0	1278	1296
2012	37	2017-18	11	65	80	89	90	101	123	98	111	99	101	101	112	95	0	1265	1276
2013	40	2018-19	18	80	71	80	94	96	107	125	75	106	110	114	108	103	0	1269	1287
2014	34	2019-20	17	68	90	83	86	97	101	102	121	100	112	105	102	109	0	1276	1293

Historical Enrollment in Grade Combinations									
Year	K-3	4-6	K-6	K-8	5-8	6-8	7-8	7-12	9-12
2009-10	328	333	661	947	529	399	286	821	535
2010-11	316	325	641	886	464	376	245	774	529
2011-12	314	296	610	845	434	331	235	769	534
2012-13	310	297	607	833	432	334	226	705	479
2013-14	338	291	629	829	400	304	200	668	468
2014-15	334	292	626	830	396	303	204	650	446
2015-16	327	296	623	824	402	296	201	618	417
2016-17	319	317	636	837	401	307	201	642	441
2017-18	324	322	646	856	431	308	210	619	409
2018-19	325	328	653	834	413	306	181	616	435
2019-20	327	300	627	848	424	323	221	649	428

Historical Percentage Changes			
Year	K-12	Diff.	%
2009-10	1482	0	0.0%
2010-11	1415	-67	-4.5%
2011-12	1379	-36	-2.5%
2012-13	1312	-67	-4.9%
2013-14	1297	-15	-1.1%
2014-15	1276	-21	-1.6%
2015-16	1241	-35	-2.7%
2016-17	1278	37	3.0%
2017-18	1265	-13	-1.0%
2018-19	1269	4	0.3%
2019-20	1276	7	0.6%
<b>Change</b>		<b>-206</b>	<b>-13.9%</b>

# Hollis, NH Historical Enrollment

**K-12, 2009-2019**





# Hollis, NH Projected Enrollment

School District: Hollis, NH PK-6 and 7-12 Coop - SAU #41

10/2/2019

Enrollment Projections By Grade*																				
Birth Year	Births		School Year	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	UNGR	K-12	PK-12
2014	34		2019-20	17	68	90	83	86	97	101	102	121	100	112	105	102	109	0	1276	1293
2015	50		2020-21	18	100	75	99	88	91	102	101	96	131	106	116	105	99	0	1309	1327
2016	47		2021-22	19	94	110	82	105	93	96	102	95	104	139	110	116	102	0	1348	1367
2017	53		2022-23	20	106	103	120	87	111	98	96	96	103	110	144	110	113	0	1397	1417
2018	48		2023-24	21	96	117	113	127	92	117	98	90	104	109	114	144	107	0	1428	1449
2019	46	(est.)	2024-25	22	93	106	128	120	135	97	117	92	97	110	113	114	140	0	1462	1484
2020	49	(est.)	2025-26	23	98	102	116	136	127	142	97	110	99	103	114	113	111	0	1468	1491
2021	49	(est.)	2026-27	24	97	108	112	123	144	134	143	91	119	105	107	114	110	0	1507	1531
2022	49	(est.)	2027-28	25	98	107	118	119	130	152	135	134	98	126	109	107	111	0	1544	1569
2023	48	(est.)	2028-29	26	96	108	117	125	126	137	153	127	145	104	130	109	104	0	1581	1607
2024	48	(est.)	2029-30	27	96	106	118	124	133	133	138	144	137	154	108	130	106	0	1627	1654

Note: Ungraded students (UNGR) often are high school students whose anticipated years of graduation are unknown, or students with special needs - UNGR not included in Grade Combinations for 7-12, 9-12, etc.

Based on an estimate of births     
  Based on children already born     
  Based on students already enrolled

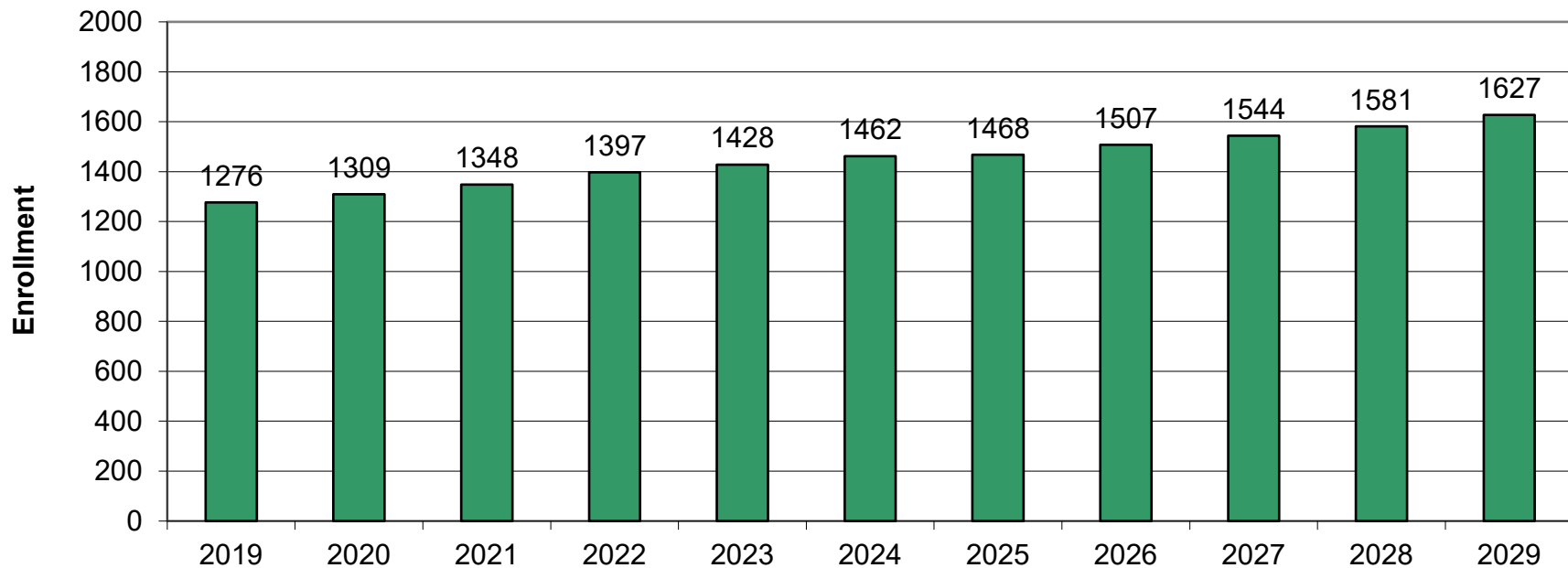
Projected Enrollment in Grade Combinations*									
Year	K-3	4-6	K-6	K-8	5-8	6-8	7-8	7-12	9-12
2019-20	327	300	627	848	424	323	221	649	428
2020-21	362	294	656	883	430	328	227	653	426
2021-22	391	291	682	881	397	301	199	666	467
2022-23	416	305	721	920	393	295	199	676	477
2023-24	453	307	760	954	409	292	194	668	474
2024-25	447	349	796	985	403	306	189	666	477
2025-26	452	366	818	1027	448	306	209	650	441
2026-27	440	421	861	1071	487	353	210	646	436
2027-28	442	417	859	1091	519	367	232	685	453
2028-29	446	416	862	1134	562	425	272	719	447
2029-30	444	404	848	1129	552	419	281	779	498

Projected Percentage Changes			
Year	K-12	Diff.	%
2019-20	1276	0	0.0%
2020-21	1309	33	2.6%
2021-22	1348	39	3.0%
2022-23	1397	49	3.6%
2023-24	1428	31	2.2%
2024-25	1462	34	2.4%
2025-26	1468	6	0.4%
2026-27	1507	39	2.7%
2027-28	1544	37	2.5%
2028-29	1581	37	2.4%
2029-30	1627	46	2.9%
Change		351	27.5%

\*Projections should be updated annually to reflect changes in in/out-migration of families, real estate sales, residential construction, births, and similar factors.

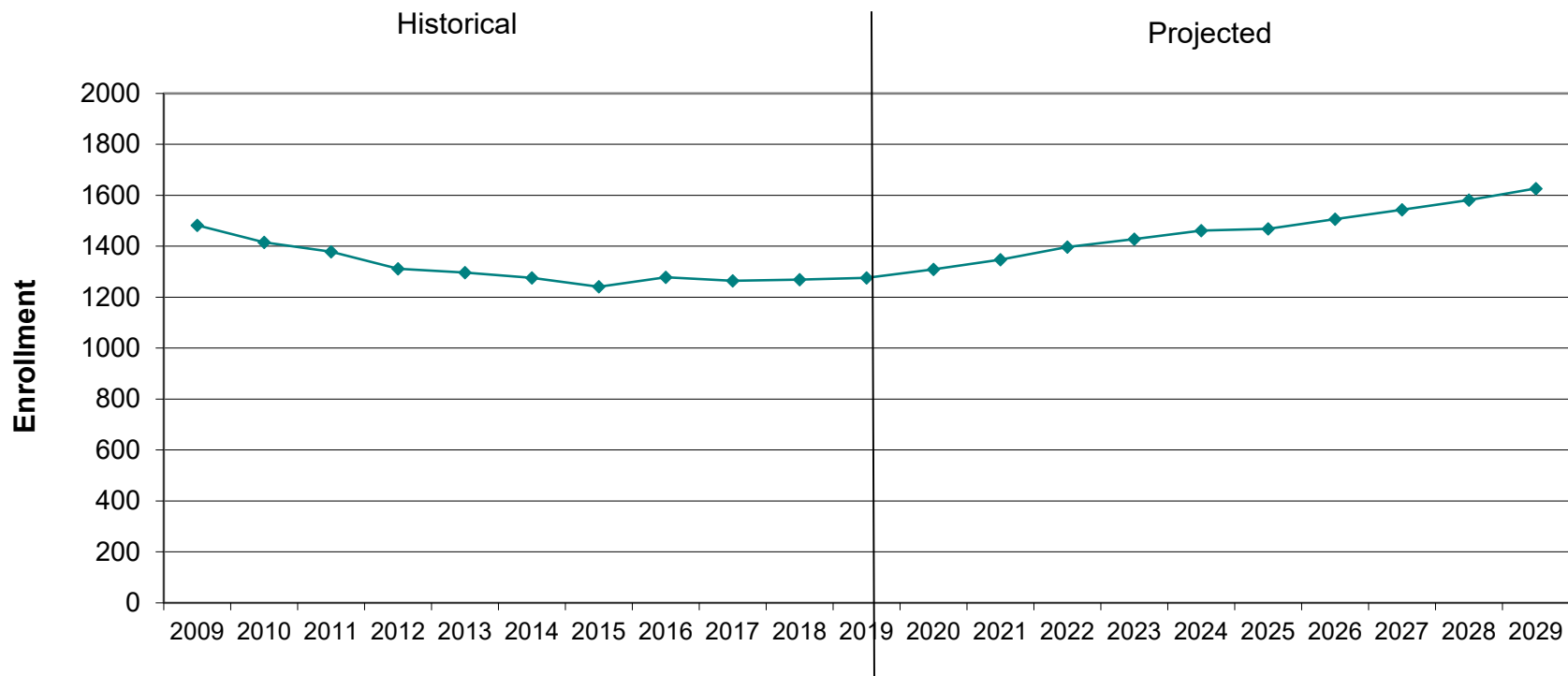
# Hollis, NH Projected Enrollment

K-12 To 2029 Based On Data Through School Year 2019-20

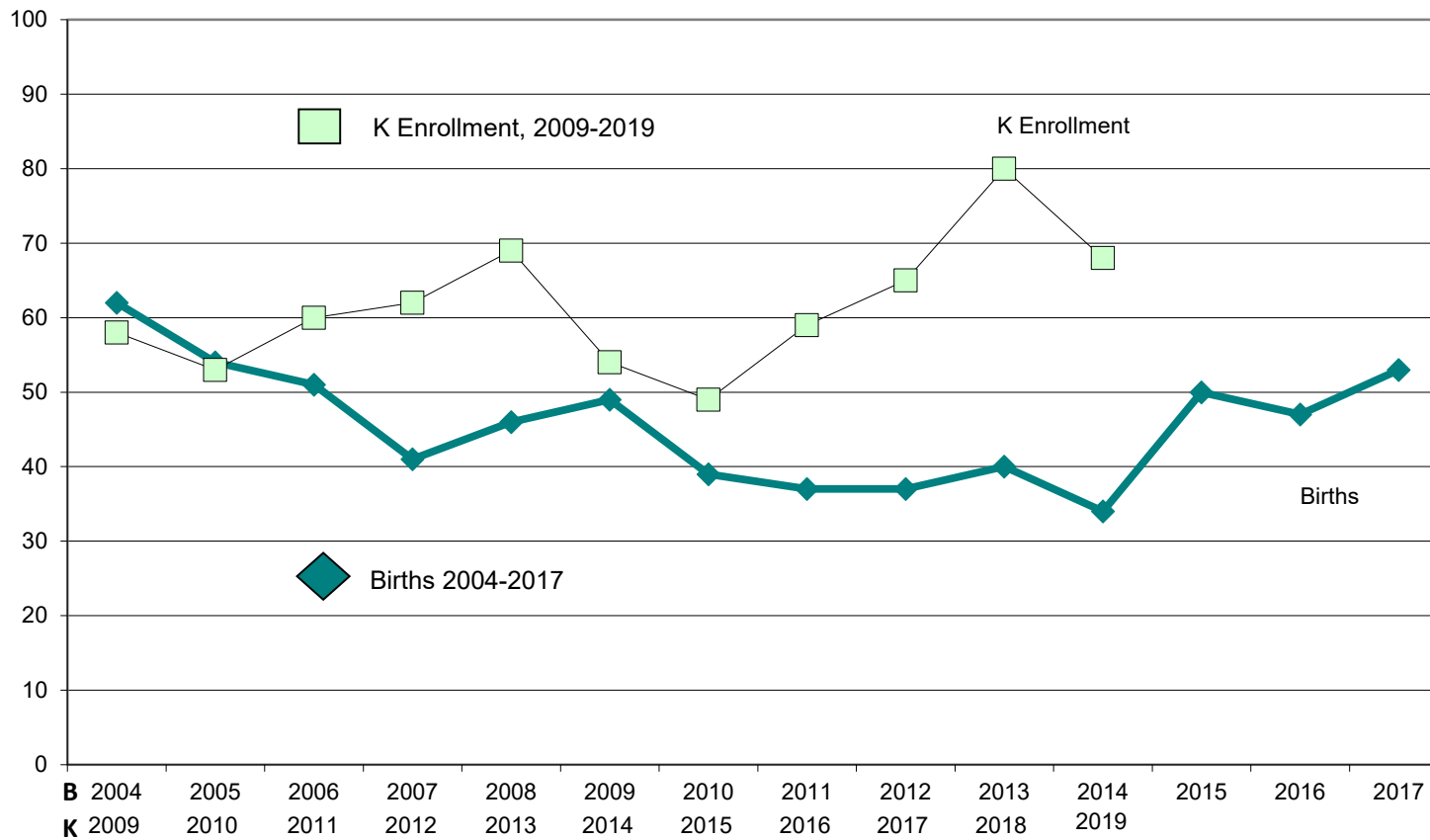


# Hollis, NH Historical & Projected Enrollment

K-12, 2009-2029



# Hollis, NH Birth-to-Kindergarten Relationship



# Hollis, NH Additional Data

Building Permits Issued		
Year	Single-Family	Multi-Units
2005	23	2
2015	15	0
2016	12	0
2017	17	0
2018	34	2
2019	0 to date	0 to date

Source: HUD and Building Department

Enrollment History		
Year	Career-Tech 9-12 Total	Non-Public K-12 Total
2005-06	n/a	n/a
2015-16	n/a	n/a
2016-17	n/a	n/a
2017-18	n/a	n/a
2018-19	n/a	n/a
2019-20	0	0

Residents in Non-Public Independent and Parochial Schools (General Education)														
Enrollments as of Oct. 1	K	1	2	3	4	5	6	7	8	9	10	11	12	K-12 TOTAL
	0	0	0	0	0	0	0	0	0	0	0	0	0	0

K-12 Home-Schooled Students	
2019	Hollis 19 (K-6) + 5 (7-12)

K-12 Residents in Charter or Magnet Schools, or "Choiced-out"	
2019	0

K-12 Special Education Outplaced Students	
2019	Hollis (K-6) 16

K-12 Tuitioned-In, Choiced-In, & Other Non-Residents	
2019	0

The above data were used to assist in the preparation of the enrollment projections. If additional demographic work is needed, please contact our office.

**BROOKLINE, HOLLIS, & HOLLIS-BROOKLINE SCHOOL DISTRICTS (SAU 41)**  
**2020 ANNUAL MEETING DATES and DEADLINES**  
**USING RSA REGULATIONS**

Action	RSA Parameters	Traditional					SB2		RSA Reference
		Coop- Day 1	Coop- Day 2	Snow Date	Hollis	Snow Date	Brookline	Snow Date	
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	1/28/2020			2/4/2020		1/14/2020		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	2/1/2020			2/1/2020		1/14/2020		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	2/4/2020			2/10/2020		1/14/2020		SB2-40:13, II-a (b), 39:3; Trad.-197:6
<b>PUBLIC HEARING DATES</b>	SB2: "...on or before the third Tuesday in January..."; Trad.: not later than 25 days before (district meeting) i.e. 25 days or EARLIER	<b>2/5/2020</b>	<b>N/A</b>	<b>2/8/2019</b>	<b>2/11/2020</b>	<b>2/13/2020</b>	<b>1/21/2020</b>	<b>1/22/2020</b>	SB2-40:13, II-a (c); Trad.-32:5, I
<i>FYI: Last day to hold at least one budget public hearing</i>	<i>not later than 25 days before [district meeting] i.e. 25 days or EARLIER</i>	2/20/2020			2/14/2020				SB2-40:13, II-a (c); Trad.-32:, I
<b>FIRST SESSION-DELIBERATIVE</b>	SB2: "...between the first and second Saturdays following the last Monday in January, inclusive of those Saturdays..."						<b>2/3/2020</b>	<b>2/4/2020</b>	SB2-40:13, III
Town Report Submission Deadline	Deadlines provided by Towns for them to meet timeline requirements	2/8/2020			2/8/2020		2/7/2020		Town Requirements
Last day for budget committee to deliver budget and warrant article recommendations to select persons for Posting	Trad.: at least 20 days before [district meeting]	2/25/2020			2/19/2020		1/13/2020		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)	3/2/2020			2/25/2020		1/27/2020		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	3/9/2020			3/3/2020		1/24/2020		SB2-40:13, II; Trad.-32:5, VII(a)
<b>SCHOOL DISTRICT MEETING DAY</b>	Trad.: annually between March 1 and March 25	<b>3/17/2020</b>	<b>3/18/2019</b>	<b>3/19/2019</b>	<b>3/11/2020</b>	<b>3/13/2020</b>	<b>N/A</b>	<b>N/A</b>	Trad.-197:1
<b>SECOND SESSION-BALLOT VOTING</b>	SB2: "...the second Tuesday in March..."	3/10/2020			3/10/2020		3/10/2020		SB2-40:13, VII
Submit signed and completed forms to DRA	SB2 and Trad.: within 20 days of the close of the meeting	3/30/2020			3/30/2020		3/30/2020		21-J:34,II

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

## IMBC

See also [IHBH](#), [IHCD](#), [IKF](#), [IKFA](#), & [IMBA](#)

### ALTERNATIVE CREDIT OPTIONS

The Hollis Brookline Cooperative School Board recognizes that **alternative credit** options are important to address the diverse instructional needs of all students. The Board's intent is to improve student achievement by allowing students to engage in educational experiences that allow for differential instruction and/or increased rigor outside of the high school classroom.

Approved **alternative credit** options are consistent with all policies of the board.

**Alternative credit** options may receive **credit** to be applied toward high school graduation. **Credit** and the numerical value will be pre-determined by the high school principal **or his/her designee**. The granting of **credit** ~~shall~~ **may** be based upon the following criteria: ~~The criteria may include;~~ the course, the program, the activity in which the student wishes to participate, seat time, the level of instructional rigor, and/or the details of the option.

Students must complete an **Alternative Credit** Application to receive **credit** or recognition in any form prior to participation in the **alternative** option. The written approval of the principal **or his/her designee** is also required before participating in an **alternative credit** option.

Students taking approved **alternative credit** options must be enrolled in the district. Students may take classes during the regular school day with pre-approval by the principal **or his/her designee**. Administration may grant approval for outside of school learning based on special circumstances. A reduced day form shall accompany this request if the student falls below the 6.0 **credit** requirement.

The **Alternative Credit** Application request should include a plan to achieve competency that meets or exceeds the rigorous academic standards required by the school for students enrolled in a **credit** course offered by the school.

The plan shall include clear expectations for performance.

The plan shall include clearly defined methods and expectations for assessment.

It is the responsibility of the student to furnish this information with the application. Verification of the plan's merit can be evaluated in a timely fashion and should not cause unnecessary burden on the resources of the administration.

~~**Alternative credit** options in combination with online/virtual courses and extended learning opportunities are limited to two per year school year and eight maximum in a high school career. Appeals for situations falling outside of the rules can be brought to the Academic Review Committee and will require principal approval.~~

~~Students taking approved **alternative credit** options must be enrolled in the district. Students may take classes during the regular school day with pre-approval by the principal. Administration may grant approval for outside of school learning based on special circumstances. A reduced day form shall accompany this request if the student falls below the 6.0 **credit** requirement.~~

**Alternative credit** options may be taken in the summer under the same conditions as during the school year.

Students who are permitted to take **alternative credit** options during the school day may be assigned a teacher to monitor student progress, grade assignments, and supervise testing. This provision will reflect special circumstances, and require supporting documentation and principal (or his/her designee) pre-approval. A teacher may supervise no more than ten students participating in online/internet-based courses.

The Board will support educational options for atypical students for whom regular classrooms are not practical or effective. Students earning **credit** via **alternative** methods will participate in all assessments required by the statewide education improvement and assessment program.

It is the policy of the Board that **alternative** methods for the awarding of **credit** may include:

- Competency testing in lieu of enrollment
- Interdisciplinary **credit**
- Satisfactory completion of course requirements at another public school district, an approved private school or a home-schooling experience
- Transfer of credits earned by students before enrolling in the district, such as students moving into New Hampshire from another state or country
- Extended learning opportunities under the provisions of Policy [IHBH](#)
- Online/internet-based opportunities under the provisions of Policy [IMBA](#)
- College **Credit**/Dual **Credit**
- Early Graduation

If a student demonstrates knowledge and abilities on a placement pre-test developed by the school district for a particular course, the student shall not receive **credit** for the course, but shall be allowed to take a more advanced level of the subject or an elective.

## **Funding**

Unless otherwise recommended by the Superintendent and approved by the Board, under ordinary circumstances students or their parents/guardians are responsible for all related expenses including tuition and textbooks. The District may pay the fee for expelled students who are permitted to take courses in **alternative** settings. If paid by the district and the course is not completed, the student must reimburse the district for the expenses.

## **Legal Reference:**

*NH Code of Administrative Rules, Section Ed. 306.04(a)(6, 12, 14), Policy Development*

*NH Code of Administrative Rules, Section Ed. 306.26, Kindergarten - Grade 8 School Curriculum*

*NH Code of Administrative Rules, Section Ed. 306.27(c), High School Curriculum, Credits, Graduation Requirements, and Cocurricular Program*

*NH Code of Administrative Rules, Section Ed. 306.27(d), High School Curriculum, Credits, Graduation Requirements, and Cocurricular Program*

1st Reading: August 8, 2007

Adopted: May 21, 2008

Amended/Re-adopted: February 15, 2012

Amended: May 21, 2014

Amended/1<sup>st</sup> Reading: October 16, 2019

See also [IKF](#), [IMBA](#), and [IMBC](#)

## EXTENDED LEARNING OPPORTUNITIES

It is the policy of the Hollis Brookline Cooperative School Board to allow extended learning opportunities as a means of meeting the diverse instructional needs of all students with different talents, interests, and development. The Board's intent is to improve student achievement in situations where regular classrooms are not practical or effective.

Approved extended learning opportunities are consistent with all policies of this board.

Such opportunities may provide credit (under provisions of Policy [IMBC](#)) or supplement regular academic courses. Credits can be granted for extended learning activities, including, but not limited to, independent study, internships, community service, and work study. Where credit is not granted, such experiences may be used to fulfill prerequisite requirements for advanced courses.

All extended learning opportunities must be pre-approved by the principal **or his/her designee**. Students must complete an Alternative Credit Application to receive credit or recognition in any form. The written approval of the principal **or his/her designee** is required before the student participates in any extended learning opportunity. The granting of credit shall be based on a student's demonstration of course competencies, as approved by the principal **or his/her designee** and in consultation with the department chair. Students applying for permission for an extended learning opportunity must first meet with their counselor to review the request in the context of their academic plan and graduation requirements. Students are responsible for the selecting, organizing, and carrying out of extended learning activities.

Extended learning opportunities must align with state and local standards and be relevant to the academic standards of the high school. The district will require that documentation be provided to include specific learning goals/objectives/activities, student evaluation criteria, and certified instructor requirements for monitoring progress and feedback.

Extended learning opportunities **are may be** limited two per school year and six maximum in a high school career. ~~All alternative methods of obtaining credit cannot exceed the district policy of eight credits in a high school career.~~ Appeals for situations falling outside of the rules can be brought to the Academic Review Committee and will require principal **or his/her designee** approval.

Extended learning opportunities must comply with all federal and state statutes pertaining to student privacy and to public broadcasting of audio and video. Confidentiality of Student Record Information will be maintained throughout the process. This includes information shared between school district representatives and the extended learning instructor, information shared between the school district or instructor with students and parents and information shared between school district representatives, the extended learning instructor with others.

Unless otherwise recommended by the Superintendent and approved by the Board, under ordinary circumstances, students or their parents/guardians shall be responsible for all related expenses including tuition and textbooks.

**Legal References:**

*NH Code of Administrative Rules, Section Ed. 306.04(a)(13), Policy Development*

*NH Code of Administrative Rules, Section Ed. 306.26(f), Kindergarten-Grade 8 School Curriculum*

*NH Code of Administrative Rules, Section Ed. 306.27(b)(4), High School Curriculum, Credits, Graduation Requirements, and Co-curricular Program*

1st Reading: August 8, 2007

Adopted: May 21, 2008

Amended/Re-adopted: February 15, 2012

Amended: June 18, 2014

Amended, 1<sup>st</sup> Reading: October 16, 2019

**ONLINE/ INTERNET-BASED EDUCATION**

The Hollis Brookline Cooperative School Board will allow online and internet-based credits, as a means to fulfill curriculum requirements or to promote learning. Such opportunities will be implemented only under the provisions set forth in Policy [IHBH](#), (Extended Learning Opportunities) or [IMBC](#) (Alternative Credit Options). ~~Online credits are limited to two per school year and eight maximum in a high school career.~~ Appeals for situations falling outside of the rules can be brought to the Academic Review Committee and will require Principal [or his/her designee](#) permission.

If the course is to be taken for credit, then Policy [IMBC](#), Alternative Credit Options, will apply. Only students approved by the school principal shall be eligible to receive credit for online ~~credits~~ courses and internet-based ~~credits~~ courses. ~~Where credit is not granted, such courses may be used to fulfill prerequisite requirements for advanced courses.~~

The written approval of the building principal [or his/her designee](#) is required before a district student enrolls in an online or internet-based course that is intended to become part of ~~their~~ [his/her](#) educational program. Students applying for permission to take an online course must complete prerequisites and secure teacher/counselor signatures to confirm the student possesses the maturity level needed to function effectively in an online learning environment and to ensure appropriate course selection.

Approved credits must align with state and local standards, be delivered by staff licensed in the state from which the course originates, and contain provisions for feedback and monitoring of student progress. The district will require a syllabus, specific learning goals/activities/objectives, student evaluation criteria, and/or teacher responsibilities to be submitted for review before the course is approved as part of the student's educational program. It is the responsibility of the student to furnish this information with the application.

Students taking approved online/internet-based credits must be enrolled in the district. Students may take credits during the regular school day, with pre-approval by the principal [or his/her designee](#). Administration may grant approval for outside of school learning, based on special circumstances. A reduced day form shall accompany this request if the student falls below the 6.0 credit requirement. Online credits may be taken in the summer under the same conditions as during the school year.

Students who are permitted to take online credits during the school day may be assigned a teacher to monitor student progress, grade assignments, and supervise testing. This provision will reflect special circumstances, and require supporting documentation and principal [or his/her designee](#) pre-approval.

Approved online/internet-based credits must comply with all federal and state statutes pertaining to student privacy and to public broadcasting of audio and video. Confidentiality of student record information will be maintained throughout the process. This includes information shared between school district representatives and the internet-based school or online teacher, information shared between the school district or online teacher with students and parents, and information shared between school district representatives, the online/ internet-based school or teacher with others.

The school district will provide safeguards for students participating in online/internet-based instruction activities, and Policy [JICL](#), Internet Access for Students, will apply.

Students earning credit for online/internet-based education credits shall participate in all assessments required by the statewide education improvement and assessment program. ~~Credit credits will require students to meet similar academic standards as required by the District.~~

Credit for the course is not recognized until an official transcript of the final grade has been approved by the principal or ~~his/her~~ designee.

~~Students who violate any part of the policy or engage in any other activity that school authorities consider inappropriate are subject to disciplinary action consistent with Board policies and the student handbook.~~

**Legal References:**

*NH Code of Administrative Rules, Section Ed. 306.04(a)(12), Policy Development*

*NH Code of Administrative Rules, Section Ed. 306.22, Distance Education*

*NH Code of Administrative Rules, Section Ed. 306.27(q), High School Curriculum, Credits, Graduation Requirements, and Co-curricular Program*

1st Reading: August 8, 2007

Adopted: May 21, 2008

Amended: May 15, 2012

~~Amended, 1<sup>st</sup> Reading: October 16, 2019~~