

Brookline School Board
Wednesday, September 23, 2020
Captain Samuel Douglass Academy
6:00 PM

All Times are estimates and subject to change without notice

- 6:00 Call to Order
- 6:05 Agenda adjustments
Correspondence/Resignations/Nominations
- 6:10 Approval of Minutes – August, 2020
- 6:15 Public Input
- 6:30 Principal’s report
- Opening of School Update, Enrollment update, staffing, (remote and in person)
- 6:45 Discussion
- FY 22 Budget Overview
 - Diversity, Equity and Inclusion Update
 - Annual Meeting Discussion
- 7:00 **Deliberations**
- To see what action the Board will take regarding policy BCA – Board Member Code of Ethics – annual renewal
 - To see what action the Board will take regarding policy DFA – Investment policy – annual renewal
- 7:10 Non-public under RSA 91-A: 3II (a) Compensation and/or (c) reputation
- 7:20 Motion to adjourn

Brookline School Administrator's Report

September 23, 2020

Calendar, Events, Programs

September 4th - Reopening of School Video Release September 9th - First Day of School September 15th - CSDA Open House September 17th - RMMS Open House September 17th - RMMS Picture Day September 30th - CSDA Picture Day
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Brookline Administrator's Report

BSD:

- School Opening Report
- [Brookline Staffing Update](#)

BSD 2019-2020 Enrollment Summary

RMMS: 336 CSDA: 244

BSD 2020-2021 Enrollment Summary

* Remote Class

Pre 3/4	Pre 4	K	1	2	3	4	5	6
6	9	15,15,15,15 12*	17,18,18 20*	16,16,17 23*	16,16,17,17 24*	13,16,17,17 17*	16,18,18 28*	15,17,17,18 23*

RMMS: 322 CSDA: 250

As of 9/14/2020

Bold – Change grade levels
Bold/Underline – New Staff
(#) - Number of students
***R - Remote Teacher**

Brookline School District Staff
2020-2021
Professional Staff

Richard Maghakian Memorial School

Pre-K

Shawna Cutler (15)

Kindergarten

Lauren Arruda *R (12)

Janet Auger (15)

Megan Dever (15)

Emily Ekis (15)

Allie Everett (15)

Grade 1

Lisa Boucher *R (20)

Megan Healy (18)

Jill Robinson (18)

Darby Shaw (17)

Grade 2

Shannon Dwyer *R (23)

Jessica Laflamme (17)

Corrine Lozowski (16)

Katie Milewski (16)

Grade 3

Kathryn King (17)

Nicole Stephens *R (24)

Erin McMullen (16)

Lisa Talcott (17)

Caitlin Wirth (16)

Captain Samuel Douglass Academy

Grade 4

Jane Gauthier (13)

Shelley Kosek (17)

Auretta Kulacz (16)

Lisa Lindsay *R (17)

Samantha Meehan (17)

Grade 5

Melissa Leafe (18)

Nichole Palmer (18)

Renelle Stone (16)

Joe Vitulli *R (28)

Grade 6

Katrina Deware (15)

Hanna Furbush (17)

Brittany Hicks *R (23)

Tim Putnam (16)

Greg Snoke (18)

Brookline School District Specialists

CSDA

Sally Barnett - Reading Specialist

Lauren Melia – Reading Specialist

Adam Wallis - Band

Christina Catino- Music/Chorus

Kristen Leroux-Gott - Art

Tammy Van Dyke- Phys. Ed./ Health

Maureen Lorden, Nurse

Jessica Visinski Bumpus - Guidance/504 Coord.

Alana Taylor - Library

Karin Pillion- Math Specialist

Suzanne Tetrault – Digital Learning Specialist RMMS/CSDA

Mary Albina - Technology Specialist RMMS/CSDA

Diana Zoltko - SAU Floating Nurse

RMMS

Kim Beaudette – Reading Specialist

Patricia Waller - Reading Specialist

Shannon Sinclair- Music

Monica Boisvert- Art

Steven Martus - Phys. Ed./ Health

Cathy Burbee Farwell, Nurse

Deborah Bowry- Guidance/ 504 Coord.

Kristine Murray- Library

Lisa Winters - Math Specialist

Special Education Staff

CSDA

Sarah Griffin, Case Manager

Kathy Harris, Case Manager

Jaime Matylewski, Case Manager

Thomas Elmer, Case Manager

Lisa Aulbach - School Psychologist, RMMS/CSDA

Lauren Saltalamacchia - Speech Pathologist

Brooke Wilson- Speech Pathologist RMMS/CSDA

Mary Driscoll, Occupational Therapist RMMS/CSDA

RMMS

Amanda Bent, Case Manager

Karen Oppelaar, Case Manager

Stephanie Rogers, Case Manager

Amanda Finigan, Case Manager

Policy BCA - BOARD MEMBER CODE OF ETHICS

The School Board will review and vote to adhere to the following "Board Member Code of Ethics" at the Board organizational meeting each year.

New Hampshire residents elected or appointed to local school boards serve their communities and our state in overseeing the most important function of all local and state government - public education. To that end, it is appropriate to constantly remind ourselves of a proper and appropriate "code of conduct" for local School Board members in performing this important service to our communities and the youth of New Hampshire. We therefore resolve to:

Assure the opportunity for high quality education for every student regardless of individual student differences;

Make all decisions and take all actions holding the well being of students of our schools as our fundamental guiding principle;

Ensure that our schools are in compliance with all national, state and local laws and regulations pertaining to education and public agencies;

Represent the entire community without fear or favor, while not using the position of School Board member for personal or financial gain or benefit to self;

Uphold the principles of due process and individual dignity, and protect the civil and human rights of all;

Adhere to the principles that the School Board shall confine its role to policymaking, planning and oversight while the Superintendent shall administer and manage our schools while implementing the policies of the board;

Act as part of an educational team with all staff members and the community with mutual respect and regard for each other's respective responsibilities and duties;

Recognize that the strength of the Board is acting as a Board, not as individuals;

Maintain high standards as School Board members through continual self-assessment and professional development for ourselves;

Preserve the obligation of having all issues considered fairly and without bias;

Instill respect for community, family, honesty, fairness and for our state and nation.

Honor the spirit of the open meeting law, RSA 91-A:2. Board members will not have any discussions, including email, that affect policy or decision making outside of a Board meeting.

Adopted: May 25, 2004

Re-Adopted: August 27, 2013

Re-Adopted: March 18, 2014

Re-Adopted: March 24, 2015

Re-Adopted: March 22, 2016

Re-Adopted: March 28, 2017

Re-Adopted: March 27, 2018

Re-Adopted: March 27, 2019

INVESTMENT

The Hollis-Brookline Cooperative School Board authorizes the Hollis-Brookline Cooperative School District Treasurer working in conjunction with the Superintendent and his/her designee and pursuant to RSA [197:23-a](#) to invest the funds of the District subject to the following objectives and standards of care.

OBJECTIVES

The three objectives, in priority order, of investment activities shall be safety, liquidity, and yield.

1. Safety of principal is the foremost objective in this policy. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital by mitigating credit and interest rate risk. This will be accomplished by limiting the type of the investments and institutions to those stipulated by statute and fully covered by FDIC insurance or collateral approved pursuant to RSA [366:57](#).
2. Liquidity of the investment portfolio shall remain sufficient to meet all operating requirements that may be reasonably anticipated.
3. Yield. The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above.

STANDARDS OF CARE

1. Prudence. The standard of prudence to be used by the District Treasurer and Superintendent or his/her designee involved in the investment process shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. They are directed to use the *GFOA Recommended Practices and Policy Statements Related to Cash Management* as a guide to the prudent investment of public funds.
2. Ethics and conflicts of interest. The School District Treasurer and Superintendent or his/her designee involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program or that could impair their ability to make impartial decisions. Employees and Investment officials shall disclose any material interests in financial institutions with which they conduct business. They shall further disclose any personal financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officials shall subordinate their personal investment transactions to those of the School District particularly with regard to the timing of purchases and sales.
3. Internal Controls. The District Treasurer and Superintendent or his/her designee shall establish a system of internal controls that shall be documented in writing. The internal controls shall be reviewed by the school board and an independent auditor.

This investment policy shall be reviewed annually by the School Board.

Legal References:

RSA [197](#):23-a, *Treasurer's Duties*

RSA [383](#):22, *Public Deposit Investment Pool*

1st Reading: August 8, 2007

Adoption: May 21, 2008

Adoption: March 30, 2016

Adoption: February 15, 2017

Re-Adoption: April 11, 2018

Re-Adoption: March 27, 2019