

Hollis School Board.

Wednesday, June 17, 2020

Hollis Brookline Middle School Library

ZOOM: Join Zoom Meeting

<https://us04web.zoom.us/j/71829975060?pwd=OVZ5dE1pL280WlhmaS9OMk9lWldqdz09>

Meeting ID: 718 2997 5060 Password: 1Ghqpy

4:30 PM

All times are estimates and subject to change without notice

4:30 Call to Order

4:35 Agenda Adjustments
Approve Meeting Minutes (May 13, 2020)
Nominations/Resignations/Correspondence

4:45 Principal Reports

4:55 Public Input

5:05 Discussion

- Hollis Budget Committee
- SAU41 School Year Transition Planning
- ESY Update
- H-SMART Update
- SAU Rent

5:15 Public Hearing—HSD Maintenance Trust & The Water System Trust

5:30 Deliberations

- To see what action the Board will take regarding the administration's recommendation for the HSD Maintenance Trust
- To see what action the Board will take regarding the administration's recommendation for The Water System Trust

5:45 Non-Public under RSA 91-A:3 II (a) compensation and/or (c) reputation

6:00 Motion to Adjourn

Hollis School District
Administrative Report
June 2020

Calendar, Events, Programs

- 2020-2021 School calendar is posted on our websites
- June 19th - report cards released to families via the power school portal

Staffing & Students:

- **HPS/HUES Placement** - we wanted to let you all know that there isn't going to be a Step Up day at the end of the year this year, in case people are asking. As you may know, plans are still up in the air as to what model of schooling districts will be following for the 20/21 school year. Models vary but the top three are: a.) fully remote, b.) fully in the building, or c.) some remote/some building (this is called the **hybrid model**). Of course, we will need to follow the Governor's orders regarding public schools, but once we know which model we are to follow, our school will be making plans for transitioning students.
- **HPS/HUES Remote Learning** - We want to continue to say how very proud we are of our staff, custodians, front office, special education, specialists, and paraprofessionals on how they have focused on what is best for the child and offering support and guidance during remote learning.
- **HUES/HPS Staffing** - We have a new grade 6 teacher! Welcome to Baily Ryan!
- **HPS/HUES** - We are currently working on SAU committees for our opening transition plans in all areas of our work.
- **HUES - The BIG WAVE GOODBYE** - Planned for June 12th at 1pm with Hollis PD help - we appreciate all the officers helping with traffic!
- **HUES Promotion Ceremony** - We are thrilled to be able to bring you our promotion ceremony in a recorded form. This will allow families to set up zoom meetings or invite family members over to watch the ceremony together at a time that works for them! Just like our live ceremony - we have included all the pieces that would be presented were we all together. The ceremony is about an hour long. It's designed to have families be with their 6th grader and have the promotion packet handy. Promotion Ceremony Link: <https://www.youtube.com/watch?v=pVuyKbrfqYc&feature=youtu.be>
- **HUES Promotion Packet** Pick up for 6th graders went really well! Parents decorated cars, we had cheering staff and music to make the parade a fun and cheerful congrats to our 6th graders.



- **HPS** - All 3rd graders received a visit from Mrs. Izbicki, Mrs. Tomaselli, and Mrs. Cormier for the end of year goodbye. Students and their families were able to see some cheer, some fun, and take pictures. This 3rd grade group is a special one! Students were given their recorder belts, a 3rd grade completion certificate, and a Concert T-Shirt generously purchased by the PTA.



- **HPS/HUES** - All classroom teachers have end of the year celebrations planned for their classes and all are taking place this week!
- **HPS** - All students will receive access to a Flip Grid of Goodbyes from our staff!
- **HPS** - Released at 2:00 on Thursday, June 11th, will be the 3rd grade Super Send Off Show! Students in 3rd grade shared their talents!
- **HPS - Brewer Landscape** stopped by HPS to talk with staff while working on Turtle Island and the owner and staff showed up and generously donated mulch and plants and helped! Check out the before and after pictures (and we are not done yet!)



Building & Grounds:

- **HUES:**

- o Our custodial crew is/has been deep cleaning every room - all items, walls, etc.
- o Our custodial crew has been very busy with projects we do not have time to complete during the summer shut down. As these projects are completed, the HUES crew will be moving on to painting bathrooms, deep cleaning gym and cafe wall mats, power washing the building, replacing ceiling tiles and floor tiles, cleaning all lights, changing bulbs, and cleaning carpeted areas.
- o Staff are checking out and are expected to not enter the building after their last day to allow us to continue to minimize traffic and germ spread during the summer months
- o The Hollis PD is investigating some vandalism that happened at HUES on Friday night resulting in 2 solar panels being broken by purposeful golf strokes from our playground area.

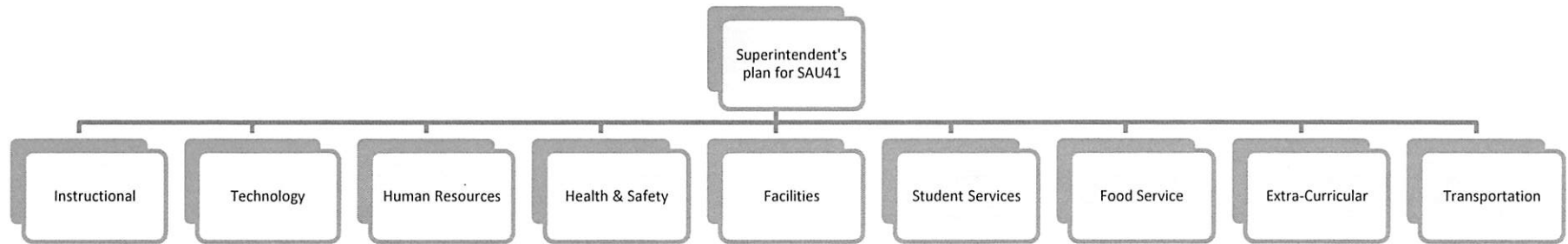
• **HPS:**

- o All classrooms are packed and ready for summer cleaning. We are ahead of schedule due to little traffic in the building. Rooms are being deep cleaned.
- o Summer project bookings are happening in collaboration with the SAU Business Office.
- o Student pick up of material and drop off will be completed June 12th. Parents who could not make the allotted times are asked to call HPS for an appointment time.

Enrollment for 2019/2020:

HPS		HUES	
Grade	Enrollment	Grade	Enrollment
PreK	4		
PreK 3	10	4	99
PreK 4	9 (+1)	5	103
K	70	6	100
1	90		
2	82		
3	83		
Total Hollis School District Enrollment: 650			

SAU41 2020-2021 Transition Framework



This document represents the framework of how SAU41 will develop transition plans for the 2020-2021 school year. This structure follows the methodology of Incident Command, which allows team members to focus great attention on a narrow scope of the work. Sub-committee leaders report back to the superintendent, who will identify areas of intentional or unintentional overlap, allowing the superintendent to make decisions with the best interest of the SAU41 community in mind.

Each sub-committee will be tasked with reviewing key considerations that have been given to them based on the guiding references listed. They will also identify additional considerations that might be pertinent only to SAU41. The goal of the sub-committees is to convert these considerations into guidelines or procedures for the individual buildings to follow. Each of the individual buildings will have working groups whose goal will be to take the guidelines and procedures and put them into place in their buildings. The purpose of this work is to ensure the health and safety of all school community members as we begin to plan for the 2020-2021 school year.

Subcommittee Descriptors:

Instructional: School day, materials, paperless, gaps, training around material use

Yolanda Flamino, Asst Principal HBMS

Gina Bergskaug, Asst Superintendent SAU41

Patricia Bouley, incoming Principal CSDA

Greg Snoke, 6th Grade Teacher CSDA

Jennifer Given, Social Studies Teacher HBHS

Michelle O'Brien, 3rd Grade Teacher HPS

Shannon Dwyer, 2nd Grade Teacher RMMS

Ellen Lenczak, School Nurse HPS

Carol Swanson, 7th Grade Math Teacher HBMS

Technology: Distribution, PD, training, required use parameters, resources

Candi Fowler, Principal HUES

Carol Tyler, Database Manager SAU41

Rich Raymond, Network Director SAU41

Amanda Zeller, Asst Principal HBHS

Penny Currier, Tech Integrator HPS

Maureen Lorden, School Nurse CSDA

Mark Meskell, Tech Specialist HBMS

Mary Albina, Tech Specialist Brookline

Human Resources: Return to work, volunteers, CBA

Paula Izbicki, Principal HPS

Carrie Marsh, Human Resources SAU41

Jennifer Campbell, Student Services Administrator HBMS

Nicole Tomaselli, Curriculum Administrator Hollis

Jill Robinson, 1st Grade Teacher RMMS

Lisa Stone, 5th Grade Teacher HUES

Sheila Mandragouras, School Nurse HBMS

Christine Haight, Reading Teacher HBHS

Lynda Durkee, Senior Secretary CSDA

Health & Safety: temps, protocols, drills

Dan Molinari, Principal RMMS

Bob Thompson, Asst Superintendent SAU41

Bob Ouellette, Asst Principal HBHS

Ellen Lenczak, School Nurse HPS

Kelly Seeley, Business Administrator SAU41

Kelly Ducharme, School Nurse HBHS

Tim Putnam, 6th Grade Teacher CSDA

Erin White, Health Teacher HBMS

Karin Pillion, Math Specialist CSDA

Amanda Inman, 5th Grade Teacher HUES

Facilities: PPE, RN & office space, bubblers, restrooms, hallway traffic

Rick Barnes, Principal HBHS

Kelly Seeley, Business Administrator SAU41

Ed Hinckley, Building Maintenance Supervisor HUES

Ann Robinson, Senior Secretary HPS

Lynn DiZazzo, 7th Grade English Teacher HBMS

Cathy Farwell, School Nurse RMMS

Chuck Stohl, Building Maintenance Supervisor HPS

Dawna Bosquet, Building Maintenance Supervisor CSDA

Student Services: SEL, monitoring for comp ed requests, complex medical cases, backlogging of referrals

Lauren DiGennaro, Asst Principal HBHS

Bob Thompson, Asst Superintendent SAU41

Amy Rowe, Asst Director Student Services SAU41

Anne Elser, Student Services Administrator Hollis

Amanda Morin, Student Services Administrator Brookline

Jessica Visinski-Bumpus, School Counselor CSDA

Heidi Moore, Case Manager HUES

Amber Fox-McNeil, School Nurse HBHS

Sandy Van Sciver, Reading Teacher, HPS

Claire Actis, Paraprofessional HBMS

Food Service: bag lunch, new lunch schedule if serve in cafeteria, cash-free?

Tim Girzone, Principal HBMS

Amy Cassidy, Food Service Director SAU41

Lin Illingworth, English Teacher HBHS

Caryn Miller, 6th Grade Teacher HUES

Stacie Sanborn, School Nurse HUES

Sam Boudreau, Tech Integrator HUES

Inger Walega, Food Service RMMS

Extra-Curricular: clubs, activities, sports, elementary clubs and Before/After School

Brian Bumpus, 7-12 Athletic Coordinator COOP
Tim Girzone, Principal HBMS
Allie Buschmann, 8th Grade PE Teacher & Athletic Director HBMS
Matt Barbosa, Music Teacher HBHS

Meeting #1 Agenda:

Review considerations
Develop additional considerations for list
Report back to central group

Bob Pooler, 6th Grade Teacher HUES
Lynne Ouellette, Art Teacher HBMS

Transportation: STA

Meeting #2 Agenda:

Convert considerations into guidance

Guiding References:

-American Academy of Pediatrics (AAP)

<https://www.aappublications.org/news/2020/05/05/covid19schoolopening050520>

-American Federation of Teachers (AFT)

https://www.aft.org/sites/default/files/covid19_reopen-america-schools.pdf

-Center for Disease Control (CDC): <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/index.html>

-Environmental Protection Agency (EPA)

https://www.epa.gov/sites/production/files/2020-04/documents/316485-c_reopeningamerica_guidance_4.19_6pm.pdf

-Learning Policy Institute (LPI)

<https://learningpolicyinstitute.org/product/reopening-schools-covid-19-brief>

-Maryland Public Schools Recovery Plan

<http://www.marylandpublicschools.org/newsroom/Documents/MSDERecoveryPlan.pdf>

-National Association of School Nurses(NASN)

[https://higherlogicdownload.s3.amazonaws.com/NASN/3870c72d-fff9-4ed7-833f-215de278d256/UploadedImages/PDFs/COVID-19 Interim Guidance Role of the School Nurse in Return to School Planning.pdf](https://higherlogicdownload.s3.amazonaws.com/NASN/3870c72d-fff9-4ed7-833f-215de278d256/UploadedImages/PDFs/COVID-19%20Interim%20Guidance%20Role%20of%20the%20School%20Nurse%20in%20Return%20to%20School%20Planning.pdf)

-National Council on School Facilities (NCSF)

<https://www.facilitiescouncil.org/covid19-guidance>

-New Hampshire School Nurses Association (NHSNA)

<https://nhsna.wildapricot.org/resources/NHSNA%20Working%20Draft%20Coronavirus%20Considerations%203.pdf>

-Occupational Safety and Health Administration (OSHA)

<https://www.osha.gov/SLTC/covid-19/controlprevention.html#health>

-Primex Risk Management Road Map to Reopening Schools

[https://www.dropbox.com/sh/7amwv2lw10tea9t/AABolbbhexDzwGDFBgdi4ampa?dl=0&preview=Risk+Management+Roadmap+to+Reopening+Your+Campuses+\(May+13th+Session\).mp4](https://www.dropbox.com/sh/7amwv2lw10tea9t/AABolbbhexDzwGDFBgdi4ampa?dl=0&preview=Risk+Management+Roadmap+to+Reopening+Your+Campuses+(May+13th+Session).mp4)

-United Nations Educational, Scientific and Cultural Organization (UNESCO)

<https://en.unesco.org/news/back-school-preparing-and-managing-reopening-schools>

-World Health Organization (WHO)

<https://www.who.int/emergencies/diseases/novel-coronavirus-2019/technical-guidance/guidance-for-schools-workplaces-institutions>

Hollis School District
Expendable Trust: Public Hearing
June 17, 2020

Hollis School Buildings Expendable Trust

Background

Principals Paula Izbicki and Candi Fowler identified several needed repairs/improvements for their respective buildings during the budget process. At the FY21 Budget Hearing, the Hollis Budget Committee recommended along with the Hollis School Board that the funding source for these particular items be the Hollis School Building Expendable Trust.

FY21 Requested Items and Estimated Cost

HUES	Bathroom Flooring	\$ 3,000 (end of life)
	ASHPs-Admin-Nurse	\$ 13,000 (replacement/additional)
	Classroom Furniture-Phase I	\$ 5,000 (replacements needed)
	Cameras	\$ 5,481 (District portion (20%) of PSIF Grant Cost)
	Parking Lot + Drury Sealing	<u>\$ 13,500 (scheduled time)</u>
	HUES Sub-Total	\$ 39,981
HPS	Exterior Painting	\$ 11,000 (gym and ground level around bldg)
	Classroom Furniture-Phase I	\$ 7,000 (replacements needed)
	Classroom Cabinets-Phase II	\$ 6,500 (needed storage)
	Main Office Carpet	\$ 9,000 (end of life)
	Classrm/Hllwy Flooring-Phase I	\$ 20,000 (end of life)
	Playground Fencing	\$ 11,500 (safety/repair)
	Restroom ADA Evaluation	\$ 2,000 (prep for future repairs/compliance)
	Parking Lot Sealing	<u>\$ 11,500 (scheduled time)</u>
	HPS Sub-Total	\$ 78,500
	Total	\$118,481

Hollis School Building Expendable Trust Status

Current Balance:	\$ 120,670
To be added in FY21:	\$ 120,000
FY21 Expenditures:	<u>\$ 118,481</u>
FY21 Ending Balance:	\$ 122,189 (Anticipated)

SAU Building Expendable Trust

Because of the FY21 warrant article for the property and barn at 4 Lund Lane, nothing was presented for FY21.

SAU Building Expendable Trust Status

Current Balance:	\$ 38,430
To be added in FY21:	\$ 23,970
FY21 Expenditures:	\$ <u>0</u>
FY21 Ending Balance:	\$ 62,400 (Anticipated)

HSD Water System Expendable Trust

There are no plans at this time to use any of these funds in FY21.

Water System Expendable Trust Status

FY19 Balance:	\$ 45,796
To be added in FY21:	\$ 0
FY20 Expenditures:	\$ 5,734 (Emergency Water Control Repairs)
FY21 Expenditures:	\$ <u>0</u>
FY21 Ending Balance:	\$ 40,062 (Anticipated)

HSD Special Education Expendable Trust

There are no plans at this time to use any of these funds in FY21.

Special Education Expendable Trust Status

Current Balance:	\$ 25,014
To be added in FY21:	\$ 25,000
FY21 Expenditures:	\$ <u>0</u>
FY21 Ending Balance:	\$ 50,014 (Anticipated)