HOLLIS SCHOOL BOARD
AUGUST 10, 2016
MEETING MINUTES

A regular meeting of the Hollis School Board was conducted on Wednesday, August 10, 2016 at 6:00 p.m. at the Hollis Upper Elementary School.

Chairman Robert Mann presided:

Members of the Board Present:	Michelle St. John, Secretary
	Tom Enright
	Laurie Miller
Members of the Board Absent:	Tammy Fareed, Vice Chairman
Also in Attendance:	Andrew Corey, Superintendent
	Gina Bergskaug, Assistant Superintendent
	Denise Norton, Assistant Business Administrator
	Richard Raymond, Network Administrator

AGENDA ADJUSTMENTS - None

APPROVAL OF MEETING MINUTES

Hollis School Board . . . . July 18, 2016

The following amendments were offered:

Page 2, Line 40; replace "suggested" with "suggest"
Page 9, Line 19; replace "were" with "where"
Page 9, Line 46; replace "JKA" with "IKA"

MOTION BY MEMBER MILLER TO ACCEPT AS AMENDED
MOTION SECONDED BY MEMBER ENRIGHT
MOTION CARRIED
4-0-0

NOMINATIONS / RESIGNATIONS / CORRESPONDENCE

Superintendent Corey informed the Board and the viewing audience the current water level in the well is 1'+ below typical levels for this time of year. The water level/well is monitored regularly, and Ed Hinckley, Building Maintenance Supervisor, indicates the system is in good shape.

Mr. Hinckley wished for the Board to know results of the recent water tests are good. As has been reported in newsprint, there are two new concerns relative to Perfluorooctanoic acid (PFOA) and Perfluorooctanesulfonic acid (PFOS) (EPA Factsheet). Samples were sent to be tested for both of those chemicals. The results are expected prior to the Board's September meeting.

PUBLIC INPUT - None

DISCUSSION

● Summer Maintenance Projects – Update

Superintendent Corey informed the Board the work on the loft area at the Hollis Upper Elementary School (HUES) has been completed; carpet replaced and a heat/air conditioner was put in, which is similar to what is being reviewed as part of the heating solution.

A number of projects are underway at the Hollis Primary School (HPS). The lamp outside of the music room has been replaced, the steps out back have been demolished and the process has begun to replace those. The delivery of five trucks' worth of bark mulch was received. The bridge was inspected by Hollis Construction, Inc., and there is concern with significant rot on and under the bridge. The fencing will be taken down temporarily so that the boards can be replaced.

Superintendent Corey stated the Architect was onsite the previous day. As has been noted at prior meetings, replacement of the septic system would involve extensive work to the kitchen in order for it to be brought up to current code requirements. The Architect will be providing plans around where to locate a new grease tank as well as a list of items that would need to be addressed to meet code. The architect will also review the electrical system; there are concerns with the level of amps coming into the building. Superintendent Corey commented we won't be able to do much future planning if we don't have the infrastructure to support it. The Architect has projected a timeframe of 3 weeks for providing an informal proposal/status report. Chairman Mann commented that comes somewhat as a byproduct of the Energy Study. During discussion of some of the alternative avenues, the issue of power was brought up.

Superintendent Corey stated the planning and design for the new septic system is in progress, and is expected to be provided by early September.

Superintendent Corey stated an 8' x 8' shed will be purchased and placed on the SAU field for storage of play equipment.

In order to separate the swing set from the leach field, a series of three poles, with rope or another material strung across, will be put in place. It is not yet known if the area will have to be accessed in the future to address a new septic system, and the desire is to not put a fence in place that may have to be removed. A fence will be installed and run from the present playground to the bridge so that the children won't be in the circle area.

● Referral of Job Description Policy to the Policy Committee

Superintendent Corey informed the Board Policy GAA – Job Descriptions, will be forwarded to the Policy Committee for review and recommendation back to the Board. The Administration is working towards bringing the existing descriptions up to date. There are some that were written 15-20 years ago, and there is the need for a dialogue with the unions as there are approved job descriptions. The policy will give the Administration the ability to recreate the descriptions to capture new responsibilities and then seek buy-in from the unions.

Chairman Mann questioned where the existing job descriptions are housed. Superintendent Corey stated there is a group that is in a handbook, the majority of which have been agreed upon between previous school boards and the union. There is another group that was revised a few years ago when a consultant was brought onboard. Those were executed 3-4 years ago, but never formally brought forward for approval. In some cases it is not re-writing the job description, but simply taking what has been prepared before the union for buy-in.

● Students Utilizing the Online Version of the Smarter Balanced State Assessment

Assistant Superintendent Bergskaug stated for the past two years the District has been utilizing the paper and pencil version of the Smarter Balanced Assessment (SBA). That option was made available for a maximum of three years to allow districts to prepare their technology for the online version of the SBA. The Administration requested approval to take the paper and pencil version of the SBA for two years. At this time, the desire is to look forward and begin utilizing the computer-adaptive SBA.

The infrastructure and hardware are available to accommodate the computer-adaptive SBA. The students already take NWEA testing online. There is a 7-8 week window for grades 3-6 to complete the assessment. That will allow the assessment to be done over a period of time, include breaks, and allow for make-up sessions. A more timely receipt of the testing results is a benefit that would be derived from moving to the computer-adaptive SBA, and would allow the results to be used to influence curriculum for the current students.

Assistant Superintendent Bergskaug spoke of available options to prepare the students for the online version of the SBA, e.g., sample tests students can practice with to adjust to utilizing the online tools and resources. Interim assessments are also available should the District determine it would like to test the students more (could be integrated throughout the year). She remarked although she was not necessarily advocating for that, there is the opportunity; perhaps for a student

who has a little more test anxiety to gain additional exposure prior to the actual SBA. The SBA is an untimed assessment, which eliminates any concern with running out of time based on the computer.

Two years of data has been received from the paper and pencil tests to refer to. Year three could be used to compare back and identify whether the online version had a positive or negative impact on the results. The results of the online testing will allow for comparison to other districts as well.

Ms. St. John questioned the impetus for utilizing the paper and pencil version for the first two years. Assistant Superintendent Bergskaug responded consideration was given to the availability of the necessary infrastructure/hardware to integrate as well as postponing to allow any issues with the online version to be discovered and worked out prior to moving in that direction. The third and very valid concern was privacy. The SBA has what is almost like a double blind system for protecting students; there is a number that is sent out and another number is assigned just for testing purposes. We are three numbers away from identifying our students.

Chairman Mann questioned if the two-year timespan has resulted in the District learning of issues worked out by districts that chose to utilize the computer-adaptive version. Assistant Superintendent Bergskaug stated she has reached out to a few districts, and learned of issues that were experienced in the first year with Chromebooks. However, Smarter Balanced has made the changes necessary so that it is no longer an issue. The technology team has worked towards ensuring all students are utilizing the same computer system to avoid the potential for the test looking different for a student using a Chromebook versus a student using a laptop or desktop. In that respect, the District could be more prepared than some other districts.

Superintendent Corey stated the desire had been to place the item on the agenda and begin the discussion to allow the opportunity for public feedback. The item will be placed under Deliberation on the agenda for the Board's September meeting.

● Energy Study Working Group (ESWG) - Update

Superintendent Corey noted the material provided with the agenda. Work continues, and has brought to light more infrastructure issues that may force the District to do something prior to being able to move forward with an energy solution. Chairman Mann noted the contract with the consultants was signed by the Board in July.

PRESENTATIONS

● Strategic Plan

Superintendent Corey spoke of the extensive SAU41 Strategic Plan, which was completed a number of years ago noting the SAU has been working off of that since his arrival. One of the things the SAU has been working towards is taking the Strategic Plan and making it an Implementation Plan that each district could adapt to its specific needs. When Assistant Superintendent Bergskaug came on board he saw an opportunity to have a fresh set of eyes review the information. He requested she review the information and put together a presentation providing a clear direction of where we are heading. The presentation will be provided to all three school boards.

Assistant Superintendent Bergskaug stated the Mission is "To ensure a strong, supportive learning environment focused on academic excellence." The Vision would be what would we like our final product, the Hollis Brookline High School graduate, to look like whether they are students who come to the District in pre-K or somewhere along the line, we want them all to have some similar experience, and be successful as a graduate.

The question becomes how we create the vision for that graduate. We have a Strategic Plan in place as well as a 21st Century plan. Those serve as the inner core of what is done day-to-day, which is instructing students based on written curriculum and then assess them to see if they are learning the curriculum that is in place based on instruction.

Assistant Superintendent Bergskaug stated her vision for the graduate to be that he/she can think critically, is able to put the learned content into context, to collaborate, to work with others in the community, peer groups, and faculty, to be creative with problem solving, project-based learning, to be open to ideas that are different from our own, and to be able to communicate information whether through art, music, verbally, written, etc.

She would envision that graduate, that final product, to be a critical and original thinker across all content areas and all angles, and be able to take ideas that are different from their own, understand them, and take them into consideration, and to be confident in their own decisions and to stand by their own ideas. She also envisions that our graduate would have community partners along the way whether that is members of the community going into evening events or into classrooms and working with students, or if it is our students going out into the community and having some sort of educational experience.

Assistant Superintendent Bergskaug commented, with today's technology, there is a vast amount of information available to our students, and the question isn't so much what you are learning, but how you are taking all of that readily available information and making the best use of it.

She spoke of having interviewed some members of the community including students from all of the different districts and talked about what they wanted to accomplish or wanted their children to accomplish. Perseverance came out as a theme. How do you teach perseverance; that it is okay to fail because that is how you learn more. She provided a short video demonstrating how students were able to play around with the Lego We Do kit, experience failure and be okay with that and problem solve through communication, collaboration, and true learning.

Student leadership is another area. The desire would be to see all students experience leadership in some way, shape, or form.

Assistant Superintendent Bergskaug remarked all of these skills would allow our students to be college and career ready. If our students are able to communicate effectively that will put them far ahead of the curve in this world where everyone is hiding behind a computer screen or cell phone.

How do we achieve the desired product; we need to showcase our own experts and provide professional development. We need to allow our teachers to do what they do best, and lead others, their own colleagues, to that same success. We need to allow teachers to put themselves out there for offering professional development, and teachers need to be able to select their own professional development needs. For example a teacher may recognize that students are looking for a better integration of technology, and begin looking for ways to do that in their own classroom as opposed to looking at what someone else does in a district very different from our own.

Curriculum & Instruction is addressed by the Strategic Plan. The curriculum has been written, but there is the need to continue to review it. It needs to be a living document, which is used, reflected upon, and altered as appropriate based on the needs of the students and the District. We need to ensure the curriculum continues to be based on best practice. By doing so, we will continuously raise the level of student achievement.

The 21st Century Plan has similar goals. There is the need to ensure the District has the infrastructure to support all of the wonderful things our teachers are learning how to do. We need to allow for peer observation to further the integration of 21st Century teaching. We have teachers that take these ideas and run with them, but we need to allow others to learn from them. We also need to support innovative ideas for improvement.

Assistant Superintendent Bergskaug stated the District will continue with the well written curriculum, but the next step is to make it available to all teachers, to Board members, and the community. The Administration has to ensure there is horizontal alignment, which we have been doing a good job with, and we need to make sure that our assessments represent the standards we are claiming to teach.

Assistant Superintendent Bergskaug remarked she would like to slowly introduce core curriculum steering committees that start to review vertical alignment to reflect logical progressions, to make sure that students, by grade 12, won't have any gaps in his/her learning, and that we make sure there is a continuous flow and the language they are learning is universal, e.g., language being learned in Math Pre-K – 6 will be understood by the teachers in the Hollis Brookline Middle School (HBMS). The curriculum steering committees would identify strengths, needs, and concerns and then recommend appropriate revisions and/or necessary professional development.

The SAU has been working with Professional Learning Communities (PLCs) for some time now, and it is time to take them a step further; how do we use the assessment data to inform curricular decisions rather than just create common assessments.

Hopefully the result is improved student learning with graduates who are equipped with 21st Century skills ready and willing to be successful in the community.

Chairman Mann questioned how to approach professional development creatively and ensure professional development opportunities are available.

Ms. St. John spoke of the opportunity to set up a monthly forum to provide the opportunity for a presenter and allow for open attendance, and commented that could be something really worthwhile that a lot of people could benefit from. Ms. Miller commented some of that is taking place at HPS. She provided the example of Ms. Walker who was excited about WebQuest and put together a teacher session for any teachers who were interested. That format was well received. From there different teachers began sharing areas of interest. Ms. St. John suggested taking that a step further by videotaping sessions to create a catalogue of videos that can continue to be shared. Assistant Superintendent Bergskaug responded these are all things the Administration has started thinking about and formalizing, and certainly were part of the individual steps for this year.

When asked for additional clarification on the community effort. Assistant Superintendent Bergskaug stated at the elementary level it would look different than it would at the secondary level. An idea at the secondary level would be providing internships for our students so we don't have to send them so far to have a Career & Technical Ed experience, which is costly and requires those students to miss out on opportunities that are taking place in our schools. At the elementary level, it would depend on the individual goals of the activity or the experience with regard to how we would search for that. How to make that work for each of the buildings was discussed at the previous week's retreat.

Ms. Miller stated she was pleased to hear of the vertical integration and improved communication between the districts.

Superintendent Corey stated Assistant Superintendent Bergskaug led the administrative teams through this at the retreat; starting off with the Strategic Plan and then to the Vision. Now they are constructing implementation plans, which further develop the Vision. He and she met with the union presidents earlier in the day. They embraced the whole idea of professional development utilizing our own internal experts. They have done a wealth of things over the summer with regard to Project Lead the Way and some reading programs. They have asked for opportunities to come before the Board in the September/October timeframe to share some of their professional development and what it means they bring back to the classroom but also how it relates all the way back to the Strategic Plan.

● Technology Plan – Update

Richard Raymond, Network Administrator, provided a PowerPoint presentation and stated the goal to be to provide an outline of where the District is with regard to technology and thoughts on the direction to take for the future.

Currently, the technology staff consists of a Network Administrator, two (2) full-time Technical Specialists in the Hollis Brookline Cooperative (COOP) School District, one (1) full-time Technical Specialist in the Hollis School District and one (1) in the Brookline School District.

Charter is the Internet service provider. There are two circuits; fiber, which was recently upgrade to 250 MB and a 100 MB coax business class connection, which could be used if there was the need to dedicate that circuit for testing or some other need. The SAU has a Barracuda firewall and internet filter and an HP Procurve 3500 core switch, which was put in place in 2012 replacing a 24-port version of that same switch, which remains in the rack configured exactly the same as it was to be on hand to serve as a backup if needed. Internet bandwidth for the SAU was increased from 150 MB to 250 MB in June. Pricing was so competitive there was virtually no increase.

For the Wide Area Network (WAN); all sites are connected with 100 MB fiber, which is leased from Charter. Located under the Captain Samuel Douglass Academy (CSDA) in Brookline, is a T1 circuit, which handles the hosted VOIP phones located at HPS, HBMS, and the SAU Central Office. That phone traffic is routed over to Brookline because the T1 circuits are more competitive in Fairpoint territory than they are here in Town. With the WAN and the switch network we are able to route the voice traffic over to Brookline. The system in Brookline is also on battery and generator backup.

At HUES, the lowest level is equipped with CAT6 cabling while the upper floors have CAT5E. There is a single wiring closet on the lowest level, and currently there is no fiber connecting the different levels. It has a Procurve wireless access system with 25 access points. It is working quite well. Three to five additional access points will be added this summer.

Mr. Raymond commented Hewlett Packard has acquired Aruba and are discontinuing sales on this system. He stated his opinion the District could get 3 and perhaps up to 5 years out of the current system. He is looking into the possibility of acquiring additional access points from another school up north that wasn't quite as far down the road as we are and is replacing their system with something else. The access points would remain under Hewlett Packard's lifetime warrantee. Purchasing additional access points may buy the District some additional time with the current system.

Mr. Raymond stated his recommendation would be to budget for an Aruba Instant system at some point in the future. The cost is believed to be approximately $20,000. The same system is run at HPS, and works very nicely. It would also bring the District up to the AC standard, which is a new standard in wireless that is much faster.

Drivers of the timeline will be performance of the current system and the possibility of HP declaring the "end of life" status for the Procurve access points.

Most of the HP Procurve switches were deployed in 2011. Three are GB and 5 are 100MB. There are 2 POE switches to power the access point. There is no fiber between the floor levels. The Procurve switches come with a lifetime warrantee. It is typical that 12+ years out they declare end of life.

The SAU has 20 printers. They are all on the Conway contract. We will be looking at a product Conway offers called PaperCut, which is a print management system. Basically what this does is it says you can only print so many pages at a time, you can't send the same print job two times, etc. It will result in paper savings. It would also provide good reporting to allow us to see where the printing flow is going.

With regard to servers, there is a Microsoft Server 2008 R2 Domain Controller that was deployed in 2010 and a Microsoft Server 2003 – SOPHOS Server (anti-virus), which is being upgraded this summer. We continue to get the support contracts on the servers.

The SAU purchased the Meraki Mobile Device Management software, a cloud based software that will provide better management over iPads and Android based tablets. Instead of having to corral them all in and hook them up to Apple configurator to push out the apps, the apps are pushed out from a Cloud interface. It helps with inventory, e.g., if someone took the equipment offsite with the find my iPhone, we would be able to locate it, and could even lock it down to a point where if it were taken out of the building it wouldn't work.

The SAU is exploring Chromebooks as a cost effective laptop solution. We have a couple that the Integration Specialist is trying out. The nice thing about Chromebooks is they boot very fast and their batteries last all day. At $245 that is about half the price of a Windows laptop. Although limited to Google, they are very easy to manage from the Google admin. interface. They have an 11" Lenovo at a cost of about $179.

It was noted the phones at HUES are a plain old telephone service. When asked if there are plans of upgrading those Mr. Raymond responded upgrading them to VOIP could be looked at. The phones themselves range approximately $120. What has to be taken into consideration is that the system is working well. There is a lot of functionality you get if you have a VOIP, e.g., can send voicemail to email, etc. The network is positioned for a change.

Mr. Raymond displayed a map of the HUES wireless network. The goal is to have an access point in all teaching spaces. If we add 3-5 more we will come pretty close to saturating the building. From there we would simply monitor it. The only reason additional access points would be added beyond that is for situations such as in the library as they move more towards a learning commons model.

At HPS, cabling is CAT5 and 5E, which was installed 16+ years ago. They have an Aruba Instant wireless system with 28 access points. Seven additional access points will be added this summer. The HPS has HP Procurve switches; 4 GB (120 ports) and the rest are 100 MB. They have 3 POE switches to power the phones and the access points. There is no fiber between the various parts of the building. The network seems to be running well. They have Data and voice VLANS. The phones are hosted VOIP and connect through the data network. The voice traffic is routed through Brookline. They have 14 printers. Their server is a 2008 R2 Domain Controller on HP running VMWare, which was deployed in 2010. They also have a 2008 R2 Print Server on the same HP host as the Domain Controller.

Mr. Raymond displayed a map highlighting the areas where access points are located and those which will be added over the summer. Once the additional access points are installed, the building will be fully saturated. The only reason to add additional access points would be if there was an area that had a high amount of use.

With regard to district-wide data services, there is a File Server that is shared by all sites. It was deployed in 2012 and was virtualized this summer. The goal is to start moving more non-confidential data to the cloud. Food Services is shared by all sites (at the HBHS). It was deployed in 2013. Point of Sale computers were upgraded in Hollis and Brookline this summer. The student information system is PowerSchool, which is also hosted in the Cloud. The Parental Portal is enabled for all schools. The Student Portal is enabled for grades 7-12. Alert Solutions is the parent notification system and is embedded in PowerSchool. InfoSnap for online registration was implemented in 2015 and went live on July 22nd (earlier than last year) for the 16-17 school year. Online report card is being developed this summer primarily for the COOP School District, but will find its way to the elementary schools. PowerSchool auto updates Cafeteria, Health, and Destiny (library) databases.

HealthSnap is the Nurses' database system (Cloud). The Infinite Visions (BudgetSense) server is shared by all sites, was updated in March, is located at the HBHS, and is on generator back-up. It has Microsoft Server 2012, is now virtualized, and backs up to the HBMS every night and to Cloud storage once a week. VMWare image is backed up every night to the SAU office. Were that to fail we could take the VMWare image, spin it up on another piece of hardware, and hopefully only have a few hours, at most, of down time.

Email is hosted by Google. Staff has emails, students from grades 4-12 have emails with sau41.org access only, and Google Classroom is activated for all schools.

Naviance is guidance software for college applications, which is also on the Cloud. The SAU has a Dell Kace Network Management Device, which services all sites and was deployed in 2013. The device pushes all of the patches and the operation system upgrades to all devices across the entire district.

The Web Presence SAU41.ORG is hosted with HostGator and is running on the Joomia platform. School sites are on Google. Most of the staff sites are on Google. The SAU41.k12.nh.us domain is still active with pages linked from SAU41.org and is running on an internal 2003 virtualized web server. Domains are registered with GoDaddy through 10/2022.

The Anti-Virus is SOPHOS. There are servers that service each district. WebSense is the employee portal server and is shared by all sites. It interacts with Infinite Visions, and will be virtualized this summer.

A new service that was recently purchased is Intronis Cloud Backup. Infinite Visions, Cafeteria, and Key FOB images are backed up nightly. SQL data for Cafeteria and Infinite Visions is backed up to the HBMS Monday through Friday and to the Cloud once a week. We have 100 GB of Cloud storage, and are currently using about 70GB. Cloud data is encrypted and meets HIPPA and FERPA regulations. The bandwidth is monitored. It was increased to 250MB on June 1, 2016.

Mr. Raymond stated ongoing and future considerations include continuing to evaluate desktops and laptops for replacement cycle, update switches to GB, monitor and increase wireless at both locations as needed for total saturation of buildings, consider adding fiber to connect different sections of the buildings and adding air conditioning in the server room at HPS (quote requested).

With regard to long-term plans, the desire is to work towards an Implementation Plan that is built off the work of the 21st Century Committee. We would look to develop a unified K-12 vision for technology's role in delivering curriculum. When standardizing devices across the districts consideration would be given to whether there is a place for Chromebooks in the curriculum delivery, do we want to bring Bring Your Own Device to the lower grades, etc. The process to approve a suite of software applications would be similar to what is already being done for hardware. We would look to standardize peripherals such as projectors, document cameras, and develop a replacement plan.

For network infrastructure upgrades, the recommendation would be for a wireless IEEE 802.11ac over time, CAT6 long-term (likely a Warrant Article), and GB Switches over time. Efforts will continue to monitor and evaluate any needs to increase WAN (Charter) to GB (current cost for 100MB is $357/month per site). Internet bandwidth will continue to be monitored. An evaluation and replacement cycle will be retained for all technology. Training and professional development for staff is something to be conscious of. Hollis is in a good place with Integration Specialists in-house.

Mr. Raymond stated the one thing that is needed is a data retention policy. He would expect the policy to be K-12.

Chairman Mann questioned the difficulties associated with not having fiber between the floors of the buildings. Mr. Raymond responded he is unsure it is anything noticeable. Fiber comes at a cost of approx. $1/foot. The difficult part

would be figuring how to route it to the upper floors. It may be that we would want to contract with someone to come in and install that.

Chairman Mann suggested the Policy Committee be asked to look at the issue of a data retention policy. Ms. St. John questioned if the intent would be for a District policy or an SAU-wide policy. Superintendent Corey stated his preference for all of the districts to have the same policy as part of the retention will address what students retain, and that consistency would be enjoyed.

Superintendent Corey remarked it is more the procedures that would be in place really around when say receiving a Right to Know request or in the event of a legal situation. When you don't have a retention policy you are going back and capturing all emails rather than if it were say a 9-day limit. It was noted the Network Administrator recently attended a training session in Tilton which has one of the better policies. He had the opportunity to speak with them, and the District will likely look to adopt that to keep forward movement.

DELIBERATIONS

● To see what action the Board will take regarding the policies outlined in the memo from the Policy Committee.

Assistant Superintendent Bergskaug stated the list of policies provided with the agenda identifies policies the Policy Committee has recommended be re-adopted as is. The policies identified reflect current practice, and many have an adoption date of 2006.

IHBBA – Limited English proficiency Instruction

GA – Personnel Goals/Priority Objectives

GBA – Open Hiring/Equal Employment Opportunity and Affirmative Action

GBB – Staff Involvement in Decision-Making

GBCD – Background Investigation and Criminal Records Check

GBD – Communications with Staff

GBE – Staff Rights and Responsibilities

GBEA – Staff Ethics/Conflict of Interest

GBEBB – Staff Conduct with Students

GBG – Staff Welfare/Protection

GBGA – Staff Health

**MOTION BY MEMBER MILLER THAT THE BOARD ACCEPT THE FIRST READING OF THE POLICIES LISTED HEREIN AND IDENTIFIED IN THE COMMUNICATION FROM THE POLICY COMMITTEE AS RECOMMENDED FOR RE-ADOPTION AS WRITTEN
MOTION SECONDED BY MEMBER ENRIGHT
MOTION CARRIED
4-0-0**

WORK IN PROGRESS

- Student information and third party vendors (policy)
- Policy JFAB - Admission of Tuition and Nonresident Students (Spring time)
- Procedure for seating a new Board Member
- Teacher Leadership and Recognition Program
- Identify the process and cost involved in subdividing the 4 Lund Lane property (Update in April timeframe)

- Results of water sampling testing for PFOA and PFOS (September)
- Plan for Addressing Kitchen - Update (September)
- Septic System Design - Update (September)
- Start Time Committee - Update (Monthly)
- Capital Improvement Plan - Presentation (September)
- Students Utilizing the Online Version of the Smarter Balanced State Assessment (September)
- Data Retention Policy (Requested of Policy Committee)
- Policy GAA - Job Descriptions

ADJOURNMENT

MOTION BY MEMBER ENRIGHT TO ADJOURN
MOTION SECONDED BY MEMBER MILLER
MOTION CARRIED
4-0-0

The August 10, 2016 meeting of the Hollis School Board was adjourned at 7:14 p.m.

Date _____   Signed   _____