

Hollis School Board
Wednesday, August 11, 2021
Hollis Upper Elementary School
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 – July, 2021
- 6:15 Public Input
- 6:30 Principal’s report
- 6:45 Discussion
 - HSMART building project update
 - Opening of School Plan
- 7:30 **Deliberations**
 - **To see what action the Board will take regarding the reopening plan as presented**
 - **To see what action the Board will take regarding the Business Managers recommendation regarding the retained fund balance**
- 7:45 Non-public under RSA 91-A: 3II (a) Compensation and/or (c) reputation
- 8:00 Motion to adjourn

Hollis School District
Administrative Report
August 2021

Calendar, Events, Programs:

- HPS/HUES - August 30th - Staff Back to School
- HPS/HUES - Sept 2 - First day for students :)

Building & Grounds:

- HUES:
 - Building Repairs for heating and venting are in process
 - We are still looking for a full time custodian to share between HPS/HUES
 - Custodial staff are cleaning and waxing around construction work to prepare the building
- HPS:
 - Sprinkler and alarm systems are close to complete.
 - Classroom moves, furniture building, and cleaning continue around the building.

Staffing & Students:

- HPS/HUES - Please welcome Dr. Abby Diaz to the Administrative Team as our Curriculum Administrator, Dr. Diaz is replacing Mrs. Tomaselli.
- HPS/HUES - Welcome our new SRO officer Adam Kushmerek!
- HPS/HUES - Summer Learning Academy (virtual) started on July 6th and is open to all learners grades 1 - 6. For some K/1 students - invitation only summer learning academy course focused on math and reading
- HPS - Interviews are underway for our 1st and K position. Mrs. Hannon, 1st grade, has moved and because of enrollment we need a 5th K teacher.
- HPS - New Hires as of 8/1 - Lindsay McCool, 2nd Grade, replacing Lindsey O'Brien who is now our new Art Teacher. Speech/Language Pathologist, Lisa Porter, replacing Sophie Merrill who has retired. Our new preschool teacher is former paraprofessional Alana Cote, who is replacing Aleah Marcaitis, Jen Sova will be the new special education secretary, replacing Sophia LaJunesse who has taken on a position at HUES, we have a few new paraprofessionals Bridget Roy, Arielle Moraros. We are excited for these new staff members!
- HPS - We have finalists for the Speech/Language Assistant position and Intensive Needs Teacher/Case Manager for preschool. Once everything is finalized we will introduce them as well!
- HUES - Interviews are underway for our open positions: guidance, school psychologist, case manager, and support staff openings.
- HUES - We thank Laura Epler for her years of service to the Hollis Schools and wish her well in retirement.

Enrollment Snapshot for August 2021:

HPS		HUES	
Grade	Enrollment	Grade	Enrollment
PreK Intensive Needs	3	4	90
PreK 3	4	5	93
PreK 4	7	6	97

K	78		
1	75		
2	80		
3	97		
Total Hollis School District Enrollment: 624			

Hollis School District
 Monthly Enrollment Breakout
 August 2021

Grade	Class size Per District Policy	Number of classes	NESDEC Projections 20/21 SY	Number of students (8/1/21)	Change from last report	Actual class Enrollments
Pre – K 3 year olds		1	18	4	0	4
Pre – K 4 year olds		1		7	0	7
Prek Intensive Needs		1		3	0	3
<i>Drop in Speech Services Only</i>				<i>NA</i>	<i>0</i>	<i>0</i>
Kindergarten	18	4	100	78	+3	15, 15, 16, 16, 16
Grade 1	18	5	75	75	-4	15, 15, 15, 15, 15
Grade 2	20	5	99	80	+3	16, 16, 16, 16, 16
Grade 3	20	5	88	97	+4	19, 19, 19, 20, 20
HPS Totals		22 classes	380	344	+6	
Grade 4	23	4	91	90	+6	22, 22, 23, 23
Grade 5	23	5	102	93	+3	18, 18, 19, 19, 19
Grade 6	23	5	101	97	+4	19, 19, 19, 20, 20
HUES Totals		14 classes	294	280		
HSD Totals		38 classes	674	624	0	

Enrollment History:

School Year	HPS September Starting Enrollment Numbers	HUES September Starting Enrollment Numbers
2021	TBD	TBD
2020	336	283
2019	344	299
2018	344	327
2017	344	323
2016	337	319
2015	345	295
2014	352	291
2013	358	292

2012	340	294
2011	340	297



SAU41: Hollis School District

Roadmap to a Safe Return to School 2021-2022

The goal of SAU41 for the 2021-2022 school year is to ensure the continuity of educational opportunities for our students as we continue to navigate the COVID-19 Pandemic.

All schools in SAU41 will continue onsite instruction for all students on **September 2, 2021** (September 1, 2021 for 7th grade and 9th grade orientation). Safely returning all students to the in-person learning environment is a priority for the fall of 2021 as students benefit greatly from this mode of learning.

This updated, Roadmap to a Safe Return to School 2021-2022 was developed utilizing our knowledge gained during the 2020-2021 school year, current community transmission rates, and updated guidance from local and national public health agencies. The District will continue to utilize research-based public health best practices. The resulting roadmap is included below and will be presented to the three individual School Boards in August 2021. The School Board members will deliberate and vote on the SAU41 Roadmap to Reopening our School Buildings. All plans are subject to change based on both the collaboration between administration and local education associations as well as new information available regarding the pandemic.

Guiding Resources

- American Academy of Pediatrics (AAP)
- Center for Disease Control (CDC)
- Environmental Protection Agency (EPA)
- Learning Policy Institute (LPI)
- National Association of School Nurses (NASN)
- National Council on School Facilities (NCSF)
- New Hampshire Grades K-12 Back-To-School Guidance
- New Hampshire School Nurses Association (NHSNA)
- Occupational Safety and Health Administration (OSHA)

Health and Safety

- Although daily symptom monitoring via PowerSchool will no longer be required of students and staff, parents are asked to keep their symptomatic children home from school. Symptoms include:
 - fever, cough, sore throat, runny nose, shortness of breath, fatigue, chills, muscle aches, loss of taste and smell, difficulty breathing, diarrhea, vomiting, or abdominal pain?
- Targeted temperature checks will be taken by the school nurse or their designee for any student who accesses the health office.
- All students returning from an absence must receive clearance to return to school from either a medical provider or the school nurse. Students should not ride the bus on the morning of their return and should report to the nurse's office immediately upon arrival.

- Requirements regarding face masks will be determined by the Hollis School District at the meeting on 8/11/21
- Should local conditions change, the District reserves the right to make a change to the mask requirement or an activity based mask requirement.
- Each school will return to pre-COVID dismissal times for the school start and end times as well as mid-day hallway travel between classes.
- Elementary students will return to traveling to their specialist classrooms as appropriate (i.e. music, physical education, art, etc.)
- Elementary students will eat lunch in the cafeteria or outside (weather permitting).
- Hand sanitizer will be available for student and staff use in all classrooms and common areas.
- Students, teachers, and staff who have symptoms of infectious disease, such as COVID-19, should stay home and work with their doctor for testing and care.
- Students, teachers, and staff who have been identified as a close contact for a COVID positive individual will be notified but not required to quarantine.
- Fire and Safety drills will resume based on 2019-2020 school year protocols as required by law.

Instructional

- Teachers will be provided with feedback from prior year teachers related to apparent skill gaps or weaknesses. They will work with their grade level teams to develop plans to spiral the content through the curriculum to reinforce the weaknesses.
- Quarterly collaboration time will be provided on Friday afternoons to ensure appropriate implementation of spiraled curricular content across the grade levels.
- Teachers will continue use a variety of both formal and informal assessment tools to determine each student's present level of performance.
- All students will have assigned seats in their classroom. Seats will allow for 3 feet of separation when feasible.
- Small group instruction may continue to utilize plexiglass for an additional prevention strategy.
- Students will be able to share some instructional materials and instructional spaces (i.e. library media center, elementary art room).
- School teams will continue to implement and utilize the MTSS-b intervention process.
- Google classroom and other online tools will be utilized according to the District established protocols.

Technology

- All students will have classroom access to a District assigned Chromebook/laptop if they do not have their own.
- Students will be responsible for ensuring that their device is returned to the charging station prior to leaving the classroom.

Human Resources

- Scheduled school volunteers will be allowed. They will be required to sign in and complete the short, paper health screening.
- All school staff will receive continued professional development training in evidence-based public health practices.
- Teachers will have access to the District developed online professional development training in the use of digital learning tools.
- The District will establish updated cleaning protocols based on guidance from public health agencies.
- Out of state professional development for teachers will be allowed on a case by case basis.
- One full time dedicated substitute will be employed at the District level. The building administration will direct the work of this individual.

Facilities

- Health offices will return to their 2019-2020 school year space but will include one location for routine visits and a separate area for potentially symptomatic students.
- Students will have access to a locker or a cubby (school dependent) for their personal items.
- Excess furniture will be returned to the classrooms.
- The 2020-2021 recommendations of the independent HVAC consultants will continue to be implemented according to the recommended timeline and availability of resources.
- Electrostatic sprayers and misters will continue to be utilized daily by the custodial crew as part of the updated District established cleaning protocols.

Student Services

- Students at all schools will be provided time for socialization during the school day. This will include recess time and morning meeting times at the elementary schools, ROCK time at middle school, and CavBlock time at the high school.
- Each school will implement a developmentally appropriate action plan for addressing the social/emotional needs of their students.
- IEP, 504, and parent requested student progress meetings will continue to have the option be held remotely.
- Staff will receive training in the research based program Mental Health First Aid.

- School counselors will provide additional support to students especially those returning to in-person after a long-term remote learning experience.

Food Service

- Students will be able to travel through the food service line based on 2019-2020 standard protocols.
- Food service will utilize both a cashless and cash purchase model.
- Students will have full access to eat lunch in the cafeteria or outdoors as determined by the building administration.
- Shared food items such as items donated by parents for classroom celebrations will be prohibited.
- Concessions at sporting events will resume where applicable.

Extra Curricular

- Guidelines regarding student participation in athletics will be developed in accordance with the New Hampshire Interscholastic Athletic Association (NHIAA).
- Masks will be optional for student athletes.
- Student athletes will be asked to bring their own water bottle. Touchless water bottle filling stations will be available for students to use.
- Daily attendance will be recorded and maintained by coaches for both practices and games.
- Attendance by the public at all athletic events will be allowed.
- Visiting teams will have access to the locker rooms.
- Meetings and rehearsals for clubs and activities will be offered in-person or remotely. When in-person meetings take place, attendance will be maintained.
- Facility use by outside organizations will be limited to community-based groups and will require approval by the superintendent's office.
- Overnight school sponsored student group travel, including athletics and field trips, will be approved on a case by case basis by the Superintendent.

Transportation

- Physical distancing is difficult to maintain on a school bus. As a result, families will need to determine their own level of risk tolerance for exposure.
- Masks will be required for students riding the bus.
- Some bus windows will remain open to promote the circulation of fresh air.
- Buses will be sanitized daily after the afternoon run, utilizing enhanced cleaning procedures.



Business Office Memo

To: Superintendent Andy Corey

From: Kelly Seeley

Date: 8/4/2021

Re: Retained Fund Balance – Hollis School District (RSA 198:4-b.II)

It is my recommendation that the retained fund balance be maintained at its present funding level of \$284,000 for the following reasons:

- a) Ensures the retained fund balance is tax neutral as compared to last year's tax rate
- b) The school district's budget already contains a contingency fund of \$95,000
- c) The district has a maintenance trust fund if urgent repairs are required which can be used to supplement the retained fund balance with proper approvals

Please request the following motion be made at the August board meeting to define this year's retention amount:

MOTION BY MEMBER _____ TO RETAIN THE SUM OF UP TO TWO HUNDRED EIGHTY FOUR THOUSAND DOLLARS (\$284,000) OF SCHOOL FUND BALANCE FROM THE FY21 SCHOOL YEAR AS THE END OF YEAR AVAILABLE FUNDS ALLOW.