

*The Board went into non-public session at 6:41 p.m.
The Board came out of non-public session at 6:51 p.m.*

AGENDA ADJUSTMENTS

A request was made to amend the agenda by including an update on the work of the committee for the Superintendent’s contract negotiations. Chairman Kellner suggested the item could be addressed following committee appointments.

There being no objection, the agenda was amended as requested.

CORRESPONDENCE/RESIGNATIONS/NOMINATIONS

Assistant Superintendent Bergskaug informed the Board of the Superintendent’s nomination of Kyle Precourt for the position Physical Education Teacher at the Hollis Primary School (HPS). Mr. Precourt comes to the district with a bachelor’s in physical education from Keene State College. He would be at a bachelors plus 15, step 9, and a salary of \$60,436.

MOTION BY MEMBER FAREED TO ACCEPT THE SUPERINTENDENT’S NOMINATION OF KYLE PRECOURT FOR THE POSITION OF PHYSICAL EDUCATION TEACHER AT THE HOLLIS PRIMARY SCHOOL, AT A BACHELORS PLUS 15, STEP 9 AND A SALARY OF SIXTY THOUSAND FOUR HUNDRED THIRTY SIX DOLLARS (\$60,436)

MOTION SECONDED BY MEMBER MANN

MOTION CARRIED

5-0-0

APPROVAL OF MINUTES

Hollis School Board – **Non-Public** [March 9, 2022](#)

MOTION BY MEMBER FAREED TO ACCEPT, AS PRESENTED

MOTION SECONDED BY MEMBER ROY

MOTION CARRIED

5-0-0

Hollis School Board – **Organizational Meeting** [April 6, 2022](#)

The following amendments were offered:

Page 7, Line 20; insert “specifications” following “class size”

Page 9, Line 3; correct the spelling of “some”

MOTION BY MEMBER FAREED TO ACCEPT, AS AMENDED

MOTION SECONDED BY MEMBER ROY

MOTION CARRIED

5-0-0

Hollis School Board – **Non-Public** [April 6, 2022](#)

MOTION BY MEMBER FAREED TO ACCEPT, AS PRESENTED
MOTION SECONDED BY MEMBER ROY
MOTION CARRIED
5-0-0

PUBLIC INPUT - None

PRINCIPALS’ REPORT

Assistant Superintendent Bergskaug highlighted items from the Principals’ Report, which was included as part of the [agenda](#) packet.

The New Hampshire Statewide Assessment System (NH SAS) testing began for 3rd grade students this week. Testing for grades 4, 5, and 6 will begin next week.

The 6th grade DARE promotion ceremony will be conducted on May 19th. The 5th grade math placement test is coming up in May as well as the 4th grade information night (May 25th).

The Hollis Upper Elementary School (HUES) continues its search for a part-time custodian.

Focus is placed on lining up the summer projects in the hope that all work can be done in July/August. HUES students are most excited about new swing sets for the playground.

HUES has started a pencil awareness campaign. The 6th grade students are gathering sneakers and working with GoSneakers. At HPS, students are participating in collecting pairs of shoes for Troop 465 to help underprivileged countries.

This month, in all of the buildings, students have participated in traffic safety month.

Enrollment has remained stable with one addition in Pre-K 3.

Asked if there is a sense of what the kindergarten enrollment numbers look like for the fall, Assistant Superintendent Bergskaug responded she did not have a number or a concern in either direction.

DISCUSSION

- Committee Appointments

In accordance with Hollis School Board policies BBAA – School Board Member Authority, BDE – Committees and Delegates, and BDF – Advisory Committees to the Board, Chairman Kellner submitted the following appointments for Board consideration and approval:

Brooke Arthur - Hollis School Board Representative to:

- Hollis School District Policy Committee
- Regional Services Education Center – RSEC

Tammy Fareed - Hollis School Board Representative to:

- Hollis Capital Advancement Plan Committee

Robert Mann - Hollis School Board Representative to:

- Superintendent Contract Renegotiation Committee

Carryl Roy - Hollis School Board Representative to:

- SAU #41 Governing Board Budget Sub-Committee
- SAU #41 Governing Board Policy Committee
- Alternate to the Hollis Budget Committee

Amy Kellner - Hollis School Board Representative to:

- Hollis Budget Committee

- Superintendent Contract Renegotiation Committee Update

The committee conducted its first meeting with legal counsel to discuss framework, negotiations, and other high-level items. Meetings are anticipated on a regular basis. There are actions legal counsel is looking into in advance of the next meeting.

- Facilities Update – Resolution for the Bond on Renovations to HPS and HUES

Assistant Superintendent Bergskaug commented on the information shared at the previous meeting identifying the projects planned for the summer months. The next step is approval of the Resolution authorizing the Administration to move forward with the Municipal Bond Bank.

- Strategic Plan Update

The agenda packet included the update to the Strategic Plan (Plan). The existing Plan is in good shape in terms of the goals. The action steps and the objectives within them change over time. While the entire plan has not been brought forward for renewal, every year the goals and objectives are reviewed. District and SAU goals are created in accordance with the Plan.

SAU Goal 1- SAU 41 will strive to continuously improve each student's level of achievement and growth.

Implementation Goal 1 - The Hollis District will ensure that curriculum/instruction and assessment are designed and delivered to enable diverse learners to achieve or exceed Hollis grade level standards.

This goal was the focus of the curriculum work that has been completed this year.

The suggestion is that the present SAU Goal 4 - To ensure curriculum is delivered in accordance with diverse needs of the learning community and to meet the standards for the 21st Century learner, becomes priority area #2. All of the initiatives and 21st Century learning frameworks are being reviewed and instructional tools and experiences provided to create learners ready for what is to come. Part of that is reviewing and analyzing data and making appropriate adjustments to both the day-to-day lessons as well as big picture planning by adjusting the living document (curriculum).

Present SAU Goal #2 - SAU41 will recruit, recognize, and develop the most effective personnel.

There are two pieces to that. For the Professional Growth Masterplan (five-year plan approved by all Collective Bargaining Units and State), we are in year five and going through the document page by page, e.g., evaluation system, professional development opportunities/offerings, goals and objectives, and redefining what is an effective learner in today's terminology. The SAU is reaching the close of all of that work this year and looking to put it before the 6 unions for approval (June) as well as the State.

All of that is in line with developing the most effective personnel. In terms of recruiting and recognizing, a lot of this work is on the part of the School Board to ensure that our Collective Bargaining Agreements (CBAs) are written in a way that we can recruit and retain.

New Goal #4 - Community Relations Goal for SAU - SAU 41 will continue to foster a strong relationship with the community to foster support for school district programs, budgets and initiatives. The implementation goal is to create and maintain two-way communication among all stakeholders within the Hollis District.

The Compliance and Communication position that was approved by the voters will be of assistance as the SAU works to streamline communication. Not directly tied to this goal, but something that was just implemented is pick-up patrol, which is another way for parents to quickly get information to our staff about a change in dismissal, absence, etc. (via an app).

Present SAU Goal #5 - SAU 41 will manage and keep in good repair its physical assets in order to optimize student learning.

The implementation goal is to provide adequate space in order to meet the educational needs of all students and the effective operations of all school facilities. The Administration has spent a good deal of time and dedicated a ton of resources in updating the physical structures, bringing new life into aging buildings thereby adding years of useful life. The next piece of this is to identify if the space needs are adequate for our changing population and to create and articulate space needs for preK-6.

New SAU Goal #6 - To provide students with the opportunity to participate in a rich variety of co-curricular activities; to be mentored by knowledgeable individuals to learn the value of hard work, competition, team play/group work, individual effort, leadership, and to ensure each individual an enjoyable and rewarding educational experience.

Pre-COVID, the SAU started to move in the direction of before and after school activities. During COVID we had to move away from those and would like to return to offering such opportunities.

The implementation goal - To evaluate regularly and systematically, the performance of all our co-curricular programs to ensure that high standards are maintained that are consistent with the Hollis standards.

Member Arthur spoke of her appreciation for the last goal and commented on her experience while coaching the Running Club, e.g., how impactful it was to have student volunteers from the high school mentoring.

Assistant Superintendent Bergskaug commented on prior programs that were successful and are desired. She spoke of what was just put in place, over April break, with the Art Teacher at HPS; the new interactive flat panel board, which permits users to log onto the board, multiple students to utilize a touch feature simultaneously, etc.

This year Hollis was granted a Rural Education Achievement Program (REAP) Grant. One approved use is for technology. The funds will be utilized to add boards to the classrooms (on backorder).

Member Fareed spoke of students who need to be on their feet and using their bodies to learn best and those who are high speed students who can make the scene go too fast for others. She stated her hope all learners would be kept in mind with the use of this tool.

Assistant Superintendent Bergskaug spoke of the care taken when moving forward with a new tool. They have some teachers who are piloting this, learning along the way, and will be responsible for teaching others. They will look to identify what is best for all learners.

Member Roy questioned if there is discussion around makeup for those students who missed certain opportunities due to COVID, e.g., 3rd grade students who did not get the opportunity to participate in Physics Day, etc. Assistant Superintendent Bergskaug remarked when they talk about it with 3rd grade students it is because it is part of the spiraled curriculum, so they are covering the same content as those physics students. It is a great experience but is also tied to what they are doing. Unfortunately, some of these activities cannot be recreated for everyone, e.g., students who were unable to experience the D.C. trip.

Asked how performance is assessed, Assistant Superintendent Bergskaug stated before this becomes a completed Strategic Plan, there is the need for metrics to be able to evaluate it. Some are easier to assess than others, e.g., where moving forward we have the support of community with our CBAs we come to an agreement and we are able to recruit staff, which indicates we are successful in that area.

Asked what the role of the School Board is in participating in the assessment, she remarked one piece is providing feedback, for example, as the Plan is fine-tuned what are the areas where focus needs to be placed and holding the Administration accountable to ensure everything possible has been done in an effort to achieve the goal(s).

Asked if there is a date in mind for the Board to do the look back with the Administration, she indicated the Administration works on the goals in the Leadership Retreat and then presents them in the September/October timeframe. The most recent presentation was done at the SAU level. They then present the progress and where they stand at year end. She believes if it is felt there is not sufficient data to support appropriate level of progress then they should be held accountable and pointed in a direction where more focus is believed needed.

Member Fareed spoke of the desire for the process to be formalized and understood in regard to the Board's participation in this work.

Member Mann commented on his participation on the group that fashioned the first Plan and the engagement at the goal level; coming to consensus on what the goals should be. He felt it important the Board did not engage in the implementation or objectives. That does leave the question of monitoring and evaluating, which is in the wheelhouse of the Board. That may need to be a continuing discussion. He suggested the role of the Board could be in reviewing the existing goals, perhaps getting involved with new goals and the monitoring and evaluation.

Member Fareed remarked fundamentally all she wished to know is that there would be a specific agenda item for this Board. She does not object to the SAU-level presentation. Each district has its own responsibility to its schools. She would like there to be an agenda item at the district level to discuss the presentation.

Assistant Superintendent Bergskaug commented it would be sensible for that discussion to go over the objectives and how they are being addressed. In June, the Board's responsibility would be to say this is the compass, you went this way, you did a lot of work, but it did not really work toward that goal, etc.

Member Arthur asked for clarification this time around it was the Administration that created the updates with the goals. Assistant Superintendent Bergskaug stated that to be the case. She added, the framework is the original Plan that involved a much larger group of stakeholders, but the goals still hold true, it is just amending them for 2022.

Member Fareed added if a Board member had a concern with a stated goal or wording, there is a role for bringing that up, and was told that is the case.

- School Calendar 2022 – Last Day of School – June 17th – half day

The last day of school will be a half day on June 17th. Dismissal will be prior to lunch.

- Curriculum Update – Early Release Focus Areas

A presentation was provided (can be viewed [here](#) beginning at tape counter 1:36).

The district has been in another COVID year and experienced a lot of challenges. Despite that, the district has continued to persevere, move forward, and do the great work that our teachers do.

Curriculum is always a living document needing to be responsive to needs of the time but focused and centered on standards. There is a cycle of review. A few years back some changes were made in STEM and a lot of work added in the sciences in Hollis. Environmental Science was added to HPS. The goals, intentions, and curriculum work being done has been moving forward. Budgets have been centered around curricular desires and needs.

Early release dates were implemented for the current and next school year. Those times are critical for our teachers; at the start of the year, to look at learning loss data from prior year, adjust curricular needs, and along the way look at formative assessments, which are assessments along the way whether a quick question in class, quiz, conversation, or an assessment of where our students are and where their needs are. Not only are we looking at the needs and making an adjustment, but they are also reviewing the curriculum documents to see what are some enrichment activities that can be done, how to provide Tier II instruction to support areas where students may need to have the information solidified a little.

The two-hour early release times were critical in addressing student learning needs and to reflect and dive into the curriculum needs.

Displayed was the evidence of that work; the [SAU website](#) breaks down the curriculum for each building/grade level/class. Identified are each of the units, the expected learning, content objectives, and standards the work is tied to. As curriculum is a living document and might change from year to year, the standards remain the same, and the desire is to ensure the focus is towards meeting and achieving the standards.

The website identifies the learning activities that support 21st Century Learning occurring in the classroom to help students meet the standards, enrichment and expanded opportunities and remediation and intervention activities. Also listed are the resources that will be utilized.

Under the Administration tab, users can find the SAU41 District Software [List](#), which is presented in the annual registration (over July), which parents are asked to approve. The list identifies the district that utilizes a particular software, a description of the software, and links to the publishers website, privacy policy, and terms of use.

Every Thursday the Data Governance Team meets and reviews any requests for technology approval, websites, licensed software, free tools, curricular resources, etc.

In addition to the licensed software list, users can view information on free tools, curricular resources, chrome extensions, and paid library databases.

Member Arthur questioned if all of the website resources are accessible through the student portal when students are at home. Assistant Superintendent Bergskaug responded the paid library databases are accessible at home via the student account. There is a tool for which concerns have been raised recently (EPIC). Access is restricted to the school day. Parents can have access to it beyond the school day if purchasing a family subscription.

Assistant Superintendent Bergskaug spoke of the critical nature of this resource during times of remote instruction as it permitted students to have access to the classroom read aloud book without having to pick up a copy at the school, allowed teachers to push books out to students knowing their Lexile and interest level, and now, within the classroom, we, can take a grade 5 reading class and have students work together based on their similar interest or similar Lexile.

Asked how this parallels with tactile books, she stated classroom selections continue. Some students prefer this, and some prefer the book in the classroom. One difference is our library might have a single copy of a particular book. There will still be classroom books that are being read where the entire class is reading the book, or the classroom read aloud where students are following along on the paper copy. This is more that extra reading or you finished your work and now you are reading a book.

Member Arthur spoke of appreciation for the presentation and the ability to be walked through how to locate this information and questioned if there are more ways to communicate all of the resources that are available on the website in a way to increase awareness. Assistant Superintendent Bergskaug commented the reason she hesitates is because the website host company was just bought out and the look will be different. She believes it to be a great opening of school activity to get the information out.

- SAU Compliance and Communications Position; Update

Assistant Superintendent Bergskaug informed the Board the position has been posted. Candidates have come forward. Applicants will be interviewed, and a selection made.

DELIBERATIONS

- To see what action the Board will take regarding the Superintendent's recommendation regarding Administrative recommendations and non-union personnel

**MOTION BY MEMBER ROY TO APPROVE THE SUPERINTENDENT'S RECOMMENDATIONS REGARDING ADMINISTRATIVE AND NON-UNION PERSONNEL
MOTION SECONDED BY MEMBER MANN**

MOTION CARRIED

5-0-0

- To see what action the Board will take regarding the School Board Chair's committee appointments

**MOTION BY MEMBER ROY TO APPROVE THE APPOINTMENTS BY THE CHAIR AS STATED
MOTION SECONDED BY MEMBER MANN**

ON THE QUESTION

Member Mann commented on the appointments utilizing the talents available through Board membership.

MOTION CARRIED

5-0-0

- To see what action the Board will take on the Resolution for the bond on renovations to HPS and HUES

**RESOLUTION TO AUTHORIZE \$3,116,000 GENERAL OBLIGATION BOND
FOR SCHOOL RENOVATION PROJECT**

The School Board of the Hollis School District (the "District") hereby RESOLVES, as follows:

1. That pursuant to the Municipal Finance Act, RSA Chapter 33, as amended, the New Hampshire Municipal Bond Bank Law, RSA Chapter 35-A, as amended, all other applicable law, and approval of the voters of the District of Warrant Article 1 at the Annual School District Meeting held March 9, 2022 (collectively, the "Authorizations"), the Treasurer of the District and the Chair of the School Board of the District are authorized to execute and deliver a Loan Agreement between the District and the New Hampshire Municipal Bond Bank (the "Bond Bank") in such form not contrary to the general tenor of this Resolution as they may approve, said approval to be conclusively evidenced by the execution and delivery thereof, to effect a borrowing from the Bond Bank in the principal amount not to exceed \$3,116,000 to finance costs of renovations and improvements at Hollis Primary School and Hollis Upper Elementary School, including kitchen and bathroom renovations, roofing projects, air source heat pump installations, and interior doors (the "Project");
2. That pursuant to the terms of said Loan Agreement and the Authorizations, the District is authorized to borrow from the Bond Bank a sum of up to \$3,116,000, and to evidence such indebtedness, the Treasurer and a majority of the School Board are authorized to issue a general obligation bond of the District in a principal amount of up to \$3,116,000 (the "Bond") and to pledge the full faith and credit of the District in payment of the Bond;
3. That the Bond shall be signed by a majority of the School Board and countersigned by the Treasurer under the official seal of the District, if any, and bear interest at such rate as the signatories of the Bond may approve; and shall be in such form as such signatories may approve; said approvals to be conclusively evidenced by the execution and delivery thereof;
4. That the Treasurer and other proper officials of the District, acting singly, are authorized to execute and deliver on behalf of the District such other documents and certificates, including such documents and certificates as may be required by bond counsel or the Bond Bank, and to do or cause to be done all such

other acts and things as may be necessary or desirable in order to effect the transactions hereinbefore authorized, and any such prior action by them is hereby ratified and confirmed;

5. That the Bond shall be sold to the Bond Bank at par plus any applicable premium; and that, pursuant to RSA § 35-A:29, the Treasurer may apply any premium received by the District on account of issuance of the Bond: (i) to the payment of the costs of preparing, issuing, and marketing the issue of the Bond; (ii) to the cost of the Project resulting in a like reduction of the principal amount of the Bond; (iii) to deposit in the general fund of the District and to be Board Resolution Authorizing New Hampshire Municipal Bond Bank Renovation Bond available to be appropriated for any lawful purpose of the District; or (iv) to any combination of the foregoing;
6. That (i) no part of the proceeds of the Bond shall be used, directly or indirectly, to acquire any securities and obligations, the acquisition of which would cause the Bond to be an “arbitrage bond” within the meaning of Section 148 of the Internal Revenue Code of 1986, as amended, (the “Code”), and (ii) the proceeds of the Bond and the Project shall not be used in a manner that would cause the Bond to be a “private activity bond” within the meaning of Section 141 of the Code;
7. That in connection with the Bond, the Treasurer is authorized to execute and deliver on behalf of the District an Arbitrage and Use of Proceeds Certificate in form approved by the District’s bond counsel, and to covenant on behalf of the District to file any information report and pay any rebate due to the United States in connection with the issuance of the Bond, and to take all other lawful actions necessary to insure that the interest on the Bond will be excludable from the gross income of the owners thereof for purposes of federal income taxation and to refrain from taking any action which would cause interest on the Bond to become includable in the gross income of the owners thereof;
8. That the Treasurer and other proper officials of the District, acting singly, are authorized in consultation with Bond Counsel to implement written procedures with respect to the Bond for the purpose of: (i) ensuring timely “remedial action” for any portion of the Bond that may become “non-qualified bonds,” as those terms are defined in the Code and regulations thereunder; and (ii) monitoring the District’s compliance following the issuance of the Bond with the arbitrage, yield restriction and rebate requirements of the Code and regulations thereunder;
9. That if the Treasurer, Chair of the School Board, or Clerk for any reason are unavailable to, as applicable, approve, execute, or attest the Bond or any related financing documents, the person or persons then acting in any such capacity, whether as assistant, deputy, or otherwise, is authorized to act for such unavailable official with the same force and effect as if such official had himself/herself performed such act;
10. That the District hereby resolves and declares its official intent pursuant to Section 1.150- 2(e) of the Treasury Regulations that the District reasonably expects to use the proceeds of the Bond to reimburse certain original expenditures from the District’s general, reserve, or other fund, paid not earlier than 60 days prior to adoption of this Resolution or to be paid, which original expenditures have been or will be incurred in connection with costs of the Project; and that the District reasonably expects that the maximum principal amount that the District will issue to finance the Project is \$3,116,000; and
11. That the Clerk include an attested copy of this Resolution with the minutes of this meeting.”

MOTION BY MEMBER ROY THAT THE RESOLUTION ENTITLED, "RESOLUTION TO AUTHORIZE \$3,116,000 GENERAL OBLIGATION BOND FOR SCHOOL RENOVATION PROJECT," BE APPROVED IN FORM PRESENTED TO THIS MEETING, AND THAT AN ATTESTED COPY OF SAID RESOLUTION BE INCLUDED WITH THE MINUTES OF THIS MEETING

MOTION SECONDED BY MEMBER MANN

ON THE QUESTION

Member Fareed noted the bond is exactly what was in the warrant that was presented to the public. It is the specific amount, for the explicit purpose, and the planning for executing these plans through the committee is going at a pace proper for the Hollis Capital Advancement Plan Committee (HCAP).

MOTION CARRIED

5-0-0

ADJOURNMENT

MOTION BY MEMBER MANN TO ADJOURN

MOTION SECONDED BY MEMBER ROY

MOTION CARRIED

5-0-0

The May 4, 2022, meeting of the Hollis School Board adjourned at 8:03 p.m.

Date _____ Signed _____