

Hollis School Board  
Wednesday, May 4, 2022  
Hollis Upper Elementary School  
6:00 PM

All Times are estimates and subject to change without notice

- 6:00 Call to Order
- 6:05 Non-public under RSA 91-A: 3II (a) Compensation and/or (c) reputation
- Administrator's, non-union personnel nominations 2022-2023
  - Update the Board on a student issue
- 6:30 Agenda adjustments  
Correspondence/Resignations/Nominations  
Approval of Minutes – April 2022
- 6:40 Public Input
- 6:55 Principal's report
- 7:15 Discussion
- Committee Appointments - School Board Chair
  - Facilities Update – Resolution for the Bond on renovations to HPS and HUES
  - Strategic Plan update
  - School Calendar 2022 – Last day of school – June 17<sup>th</sup> – Half day
  - Curriculum Update – Early release focus areas
  - SAU Compliance and communications position update
- 7:30 **Deliberations**
- To see what action the Board will take regarding the Superintendent's recommendation regarding Administrative recommendations and non-union personnel
  - To see what action the Board will take regarding the School Board Chair's committee appointments
  - To see what action the board will take on the resolution for the bond on renovations to HPS and HUES
- 7:45 Motion to adjourn

Hollis School District  
Administrative Report  
May 4, 2022

**Calendar, Events, Programs:**

- HPS/HUES - May 6th - We are ½ way through trimester 3
- HPS/HUES - Week of May 9th - the PTA celebrates Staff Appreciation Week
- HPS - May 3rd - SAS Testing Begins for 3rd Graders
- HUES - Week of May 9th - NHSAS testing for grades 4/5/6 in ELA and Math
- HUES - May 16th - NHSAS testing for Science in Grade 5
- HPS - Week of May 16th - Book Fair
- HUES - May 19th - DARE Promotion Ceremony
- HUES - Gr 5 Math Placement Test
- HPS/HUES - May 25th - Gr 4 Information Night
- HUES - May 26th - Memorial Day Observance at 1:45pm
- HPS/HUES - May 27 - Early Release - Teacher PD
- HPS/HUES - May 30th - No School - Memorial Day
- HPS - Month of May/June - Celebrations of Learning K - 3

**Building & Grounds:**

- HUES:
  - HUES is still looking for a part time custodian to be fully staffed in this area
  - Students have been working on cleaning up the outside areas as part of our earth day focus at HUES
  - We are working on lining up summer projects now in hopes that all work can be done in July/August. Out of all the projects HUES students will be most excited about a new set of swing sets for our playground.
- HPS:
  - We met this past week to vet out building projects and identify key leaders to ensure projects can have smooth rollouts.
  - We begin to look at end of year procedures; packing, cleaning, room changes, etc.

**Social Emotional Corner:**

- HUES:
  - Students have started a **Pencil Awareness** campaign asking their peers to treat pencils better and not break them. They are gathering donations of pencils and are striving to make sure new pencils remain in good condition.
  - Our 6th graders have been working on gathering sneakers and working with GoSneakers. So far they have sent in 5 bags and have had the following impact: saved 68 pairs of sneakers from landfills, displaced 2040 pounds of carbon dioxide, and saved 153,476 gallons of water. These numbers are just from the first 5 bags and we are on pace to add another 15 bags to the campaign.
- HPS:
  - All students at HPS took part in collecting pairs of shoes for Troop 465 to help underprivileged countries. Students collected over 200 pairs of shoes!
  - During STEM week students learned about a variety of STEM fields and engaged in problem solving activities around the building.
  - Students participated in the community Traffic Safety Month making posters to help us all be aware of traffic safety! See the weekly newsletter for pictures!

**Staffing & Students:**

- HPS has interviewed for the Technology Integration Specialist position on April 22, 2022.
- HPS students in Mrs. Cornell-Smith’s class hosted this month’s All School Town Meeting virtually.
- HPS finished the month of April with STEM week activities that included coding, problem solving activities, learning about different STEM fields and inventors!
- HUES is actively looking for a guidance counselor to fill in for the last few months of school
- HUES and the HBMS staff have been working on transition planning for our 6th graders. MS team members joined HUES team members for information sessions to all HUES 6th graders on April 20th.
- HPS and HUES are also making transition plans with visits from 3rd grade to HUES planned for June and our incoming parent information night planned for May for parents.
- HUES - In celebration of Earth Day, we watched the Lorax, picked up trash and cleaned up the outside of HUES and celebrated with this Joke: What do you call a sleeping dinosaur? A dino-snore! :)
- HUES - Officer Kush arranged for the K9 Unit from Milford to come out and host grade level assemblies for our students this month. It was great to be together for our first inside assemblies this year! We thank Officer Barrett, Officer Palmer and K9 Officer Mako for their time and for teaching us new things like: K9 Officers can smell 7 distinct smells at once and K9 Officers can use their exhalation and inhalation to determine if there is someone hiding in a closet!



**Enrollment Snapshot for February 2021:**

HPS		HUES	
Grade	Enrollment	Grade	Enrollment
Intensive Needs	3	4	95
PreK 3	9 (+1)	5	93
PreK 4	11	6	104
K	81		
1	77		
2	81		
3	94		
<b>Total Hollis School District Enrollment: 646 (+1)</b>			

Hollis School District  
Monthly Enrollment Breakout  
May 2022

Grade	Class size Per District Policy	Number of classes	NESDEC Projections 20/21 SY	Number of students (4/22/22)	Change from last report	Actual class Enrollments
Pre – K 3 year olds		1	18	11	0	11
Pre – K 4 year olds		1		9	+1	9
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	5	100	81	0	15, 16, 16, 17, 17
Grade 1	18	5	75	77	0	14, 15, 16, 16, 16
Grade 2	20	5	99	81	0	15, 16, 16, 17, 17
Grade 3	20	5	88	94	0	18, 19, 19, 19, 19
<b>HPS Totals</b>		<b>23 classes</b>	<b>380</b>	<b>356</b>	<b>+1</b>	
Grade 4	23	5	91	95	0	17, 19, 19, 20, 20
Grade 5	23	5	102	93	0	18, 18, 19, 19, 19
Grade 6	23	5	101	104	0	19, 21, 21, 21, 22
<b>HUES Totals</b>		<b>15 classes</b>	<b>294</b>	<b>292</b>	<b>0</b>	
<b>HSD Totals</b>		<b>38 classes</b>	<b>674</b>	<b>648</b>	<b>+1</b>	

Enrollment History:

School Year	HPS September Starting Enrollment Numbers	HUES September Starting Enrollment Numbers
2021	344	287
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

Board Resolution Authorizing New Hampshire Municipal Bond Bank Renovation Bond

May 4, 2022

Motion: I move 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.

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.

A true copy as adopted by a majority of the School Board, attest:

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Diane Leavitt, District Clerk

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

Implementation Goal I -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

Priority Area 1 - To clearly articulate, implement and assess a preK-6 curriculum both horizontally and vertically.

Objective 1 - Complete/refine/train/disseminate curriculum standards preK-6

Objective 2 - Ensure that the organization of learning is clearly defined across grade levels preK-6

Objective 3 - Monitor curriculum to ensure that all students have an opportunity to meet or exceed district benchmarks PreK-6

3.1 Math Program PK-6

3.2 Complete Review of Reading/Language Arts Curriculum PK-6

3.3 Social Studies PK-6

3.4 Science PK-6

3.5 Health and Physical Education PK-6

3.6 Music/Art PK-6

3.7 Technology Education PK-6

Present SAU Goal 4 recommend it becomes priority area 2 - To ensure curriculum is delivered in accordance with diverse needs of the learning community and to meet the standards for the 21st Century Learner

Objective 1 - Hollis initiatives Pre K - Grade 6

Objective 2 - Utilize the 21st Century learning frameworks to promote understanding of the core subject content at higher levels

Objective 3 - Provide Instructional tools/experiences in order for learners to develop/meet the standards for the 21st Century Learner

Priority Area 3 - To base curriculum development and instruction on best practice research

Objective 1 - Review research and data to ensure that curriculum, instruction and assessment are effectively helping all students achieve or exceed the grade level benchmarks/graduation standards

Priority Area 4 - To continuously raise the level of student achievement in meeting or exceeding Hollis grade level benchmarks/SAU graduation standards

Objective 1 - Identify students that would benefit from enrichment activities or acceleration interventions to achieve or exceed grade level benchmarks (based on local and state assessments)

Priority Area 5 - To systematically evaluate the Hollis Pupil Services Department's organizational structure

Present SAU Goal 2 - SAU 41 will recruit, recognize, and develop the most effective personnel.

Implementation Goal II - To achieve and sustain the highest level of professional competency of all staff members consistent with the Hollis strategic plan/Hollis Master Professional Development plan

Priority Area 1 - To develop and implement competitive compensation packages to recruit and retain highly qualified professional and support staff

Priority Area 2 - To ensure that the teachers in the Hollis schools, programs, and subject areas participate in professional development programs/activities that are designed to raise student achievement.

Objective 1 - Support Professional Learning Communities for educators to collaborate, share best practices, and integrate 21st Century skills into classroom practice resulting in increased student growth

Objective 2 - Revise and Implement the Hollis Professional Development Plan.

Objective 3 - Develop and implement an SAU/Hollis New Teacher Institute program for teachers new to the District

Objective 4 - Establish policies and procedures addressing salaries, salary ranges, and hiring practices

Priority Area 3 - To evaluate, regularly and systematically, the performance of all instructional staff to ensure that high standards are maintained throughout the District.

Objective 1 - Continue teacher evaluation plan and process

Objective 2 - Continue to ensure the most effective observation and evaluation practices are utilized.

Priority Area 4 - Provide ongoing training to the professional staff to remain current with their subject matter and/or specialty area, inform their practice and most importantly, meet the learning needs of students

Objective 1 - Provide professional development opportunities that support the implementation of the Hollis curriculum PreK-6

Objective 2 - Provide training and support that enables staff to use the technological infrastructure responsibly and develop the skills necessary to implement instruction and enhance student learning

Objective 3 - Expand collaborative Professional development (PreK-6)

Objective 4 - Investigate the possibility to offer staff an on-site Master's level program designed around a profile developed by Hollis/SAU 41

Implementation Goal III - To create and maintain an efficient and effective organization which uses technology to enhance student achievement and improve operational efficiency that supports the Hollis District

Priority Area 1 - Maintain and improve technologies to support increased operational efficiency

Priority Area 2 - Develop a framework for training in all programs and technology which supports the districts and maximizes efficiency across the SAU

Priority Area 3 - To provide easy access and the ability to effectively report information through the appropriate use of technology

Priority Area 4 - Increase Informational Technology Staff to support opportunities for learning, coordinate technologies, and support hardware which supports the district and maximizes efficiency across the SAU

Priority Area 5 - Support expanded opportunities for community and international learning both face-to-face and online.

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.

Implementation Goal IV - To create and maintain two-way communication among all stakeholders within the Hollis District

Priority Area 1 - To provide and seek out clear and consistent information among stakeholders

Objective 1 - Develop and implement a communications system that is pervasive and embedded in all Hollis activities

Objective 2 - Continue to communicate with parents and families to ensure articulation of programs and new initiatives

Objective 3 - Strengthen Board visibility and opportunities to gain first hand knowledge of staff, buildings and programs.

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

Implementation Goal IV - To provide adequate space in order to meet the educational needs of all students and the effective operations of all school facilities

Priority Area 1 - To update the space needs plan for the Hollis District

Objective 1 - To create and articulate space needs for PreK-6

Priority Area 2 - To ensure buildings and grounds are well maintained

Objective to establish a capital improvement plan to support instructional programming and academic achievement

Establish a systematic plan for maintenance which includes a management training program which allows the District to maintain safe and healthy facilities for staff and students

Priority Area 3 - Develop, implement and maintain a comprehensive security plan/system for all buildings which includes training



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.

Implementation Goal VI- 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

Objective 1 - To regularly review our co-curricular programs to determine if they consistently support the development of students and their organizations to reach their potential

Objective 2 - To maintain a consistency of effort and expectation throughout the entire co-curricular program with regards to academic expectations, maintenance and future development of facilities, playgrounds and equipment

Objective 3 - To enhance the potential participation rate of our co-curricular participants