

**HOLLIS SCHOOL BOARD
SEPTEMBER 7, 2022
MEETING MINUTES**

A regular meeting of the Hollis School Board was conducted on Wednesday, September 7, 2022, at 6:00 p.m. at the Hollis Primary School.

Amy Kellner, Chairman, presided:

Members of the Board Present: Carryl Roy, Vice Chairman
 Tammy Fareed, Secretary
 Brooke Arthur
 Robert Mann

Members of the Board Absent:

Also Participating: Andrew Corey, Superintendent
 Gina Bergskaug, Assistant Superintendent of Curriculum and Instruction
 Kelly Seeley, Business Administrator
 Donna Smith, Assistant Business Administrator

Due to audio malfunction, the minutes were comprised from portions of the audio that were available, and notes taken during the meeting.

AGENDA ADJUSTMENTS - None

CORRESPONDENCE/RESIGNATIONS/NOMINATIONS

Superintendent Corey read the notification of Intent to Retire received from Tom Williamson, P.E. Teacher at the Hollis Upper Elementary School (HUES), with an effective date of June 2023.

In his letter, Mr. Williamson commented on enjoying teaching for the Hollis school District, and of how fast 27 years has gone by.

MOTION BY MEMBER MANN TO ACCEPT, WITH REGRET, THE LETTER OF INTENT TO RETIRE RECEIVED FROM TOM WILLIAMSON WITH AN EFFECTIVE DATE OF JUNE 2023

MOTION SECONDED BY MEMBER FAREED

MOTION CARRIED

5-0-0

The Board was notified that Officer Josh Hooper will be filling in as School Resource and Community Policing Officer (SRCPO) while Officer [Kushmerek](#) is on National Guard duty.

Superintendent Corey spoke of the desire for additional music offerings noting present staff was unable to support that. The HUES will be offering a before school program for strings, violin, viola and cello. This is a non-school sponsored event that will assist families wishing to receive additional music instruction. The program is offered, on a fee basis, by Deborah Jordan.

APPROVAL OF MINUTES

Hollis School Board [August 3, 2022](#)

The following amendment was offered:

Page 3, Line 38; replace “quested” with “questioned”

MOTION BY MEMBER FAREED TO ACCEPT, AS AMENDED

MOTION SECONDED BY MEMBER ARTHUR

MOTION CARRIED

5-0-0

Hollis School Board – **Public Hearing** [August 3, 2022](#)

The following amendments were offered:

Page 2, Line 1; replace “operation” with “operating”

Page 2, Line 22; replace “arrive” with “arrival”

MOTION BY MEMBER FAREED TO ACCEPT, AS AMENDED

MOTION SECONDED BY MEMBER ARTHUR

MOTION CARRIED

5-0-0

Hollis School Board – **Non-Public** [August 3, 2022](#)

MOTION BY MEMBER FAREED TO ACCEPT, AS PRESENTED

MOTION SECONDED BY MEMBER ARTHUR

MOTION CARRIED

5-0-0

PUBLIC INPUT

Noted was a change in State RSA (SB410), effective September 6, 2022, which requires 30 minutes for public comment. The district’s current policy will be amended.

No public comment was offered.

PRINCIPALS’ REPORT

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

Enrollment numbers were reviewed, and particular attention given to Kindergarten; 89 (increase of 8) and 1st grade; 97 (increase of 9). Twenty three new students have enrolled since August 1st. If need be, the district will look to hire an educational assistant.

DISCUSSION

- Facilities Update

Superintendent Corey provided an update on facility projects that have been or are nearly completed.

Items completed include water filling stations, annual mulch replacement, classroom furniture replacement, the door between LMC and classroom installed, and asbestos window removal/repair (asbestos was in the putty that held the glass in. It was encapsulated and did not pose a danger. It was removed in accordance with the asbestos plan for the building). The gym cladding is in progress and should be completed in the coming weeks.

The building committee will be working on interior doors, kitchen renovations and bathroom upgrades in the hope of sending out bid packages in the October/November timeframe for work to be completed next summer.

Members of the Board expressed gratitude to the Administration and custodians for all of their efforts in completing this work.

- Staffing Update

Efforts to hire Paraprofessionals continue as does the search for a custodian. Asked if the financial resources are available to address the staffing issues, Superintendent Corey spoke of the availability of the Contingency Fund and Unreserved Fund Balance, which could be looked to, if needed.

Member Fareed commented on a situation that arose a few years back when the need existed in the second grade reminding the Board the Superintendent would take the necessary steps to address any issues.

- Building Security – Memorandum of Understanding with Hollis Police

Superintendent Corey reviewed the Memorandum of Understanding (MOU) between the Hollis School District and the Hollis Police Department (copy included as part of the agenda packet).

The MOU was presented as part of the annual notification, which addresses any new items in the MOU. Highlighted was Item #5 under the heading of Equipment:

“The School District shall provide the Hollis Police Department with a sufficient quantity of key fobs so each officer can gain access to School District buildings in times of emergency or critical incidents. Key fobs will be fixed within the pistol grip of an Officer’s issued patrol rifle, and will not be removed unless approval is granted by the Chief of Police or his/her designee. Accountability for such key fobs will be conducted in accordance with routine armorer checks completed by a certified firearms instructor. Ultimately, it is the responsibility of each officer to maintain proper accountability for key fobs and to report any issues to the Administrative Services Bureau Commander. At no time will key fobs be used for access to schools outside of emergency response, such as critical incidents or active threats. Key fobs will be numbered to correspond with the specific patrol rifle they are attached to.”

The district will move forward with the new MOU.

DELIBERATIONS

- To see what action the Board will take regarding Appointing Member Roy to the Superintendent Performance Evaluation Committee (SPEC)

MOTION BY MEMBER KELLNER TO APPROVE THE APPOINTMENT OF CARRYL ROY AS THE BOARD'S REPRESENTATIVE TO THE SUPERINTENDENT PERFORMANCE EVALUATION COMMITTEE (SPEC)

MOTION SECONDED BY MEMBER FAREED

MOTION CARRIED

5-0-0

- To see what action the Board will take regarding policy **JLDBB** – Suicide Prevention and Response
Given its 3rd Reading;

MOTION BY MEMBER ARTHUR TO AMEND SECTION III BY REMOVING “BEGINNING WITH THE 2020-2021 SCHOOL YEAR”, ACCEPT THE THIRD READING AND ADOPT POLICY JLDBB – SUICIDE PREVENTION AND RESPONSE, AS AMENDED

MOTION SECONDED BY MEMBER MANN

MOTION CARRIED

5-0-0

- To see what action the Board will take regarding policy **GBCD** - Background Investigation and Criminal History Records Check
- 1st Reading 6-1-22

Given its 2nd Reading;

MOTION BY MEMBER ARTHUR TO AMEND SECTION N BY REPLACING “AND IMMEDIATELY DISCHARGED” WITH “IMMEDIATE DISCHARGE” AND ACCEPT THE SECOND READING OF POLICY GBCD – BACKGROUND INVESTIGATION AND CRIMINAL HISTORY RECORDS CHECK, AS AMENDED

MOTION SECONDED BY MEMBER MANN

MOTION CARRIED

5-0-0

- To see what action the Board will take regarding policy **AC** – Non-Discrimination, Equal Opportunity Employment and District Anti-Discrimination Plan
- 1st Reading - 1-5-22 (as amended)
- 2nd Reading – 4-6-22 (as amended)

Given its 3rd Reading;

MOTION BY MEMBER ARTHUR TO ACCEPT THE THIRD READING AND ADOPT POLICY AC – NON-DISCRIMINATION

MOTION SECONDED BY MEMBER MANN

MOTION CARRIED

5-0-0

ADJOURNMENT

MOTION BY MEMBER MANN TO ADJOURN

MOTION SECONDED BY MEMBER ROY

MOTION CARRIED

5-0-0

The September 7, 2022, meeting of the Hollis School Board adjourned at 6:53 p.m.

Date _____ Signed _____