

Hollis School Board
Wednesday, August 3, 2022

Hollis Primary School *

6:00 PM

All Times are estimates and subject to change without notice

****Note location change (HPS) based on summer construction projects***

- 6:00 Call to Order
- 6:05 Agenda adjustments
Correspondence/Resignations/Nominations
Approval of Minutes – June, 2022
- 6:10 **Public Hearing – Hollis public water system**
- 6:25 Public Input
- 6:40 Principal's report
- 6:50 Discussion
- Facilities Update
 - Staffing Update
 - Building security
 - Update on summer discussions
 - Submission of State Grant for Security
- 7:15 **Deliberations**
- To see what action the Board will take regarding the Business Administrator's recommendation regarding the unreserved fund balance
 - To see what action the Board will take regarding the Business Administrators recommendation regarding the Hollis School District's expendable water trust
 - To see what action the Board will take regarding policy JLDBB: Suicide Prevention and Response, Second Reading
- 7:40 Non-public under RSA 91-A: 3II (a) Compensation and/or (c) reputation
- 8:00 Motion to adjourn

Hollis School District
Expendable Trust: Public Hearing
August 3, 2022

HSD Water System Expendable Trust
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FY22 Request: To use the Trust for the following expenses:

- the emergency replacement of a digital flow meter: \$1,564.30
- a rebuild of the 3-chemical feed pumps: \$2,705.82
- replace failed copper fitting and flange leading to flow meter: \$805.45

Total Cost: \$5,076

There are no plans at this time to use any of these funds in FY23.

Water System Expendable Trust Status

Current Balance:	\$ 35,990
To be added in FY23:	\$ 0
FY20 Expenditures:	\$ 4,148 (FY21 public hearing)
FY21/22 Expenditures:	<u>\$ 5,076</u>
FY23 Ending Balance:	\$ 26,766 (Anticipated)

Hollis School District
Administrative Report
August 2022

Calendar, Events, Programs:

- HPS - August 8th - Virtual RTI Learning Academy begins
- HUES - August 22nd - New Student Orientation - 10am
- HPS - August 25th - Incoming Kindergarten (8:30AM) and New Student Grades 1 - 3 (10:00) Orientation
- HPS/HUES - August 29th - Staff Back to School
- HPS/HUES - Sept 1st - First day for students

Building & Grounds:

- HUES:
 - New flooring is being installed in the foyer and upper level hallways, the cafeteria, and nurse's office. There will also be new flooring in the art room and one 5th grade classroom. Say goodbye to the broken and dated tiles in the cafeteria.



- The roofing project has begun and is underway over the 4th grade wing.
- Our custodial team has worked around all the projects and has not lost any time in cleaning rooms, stripping floors, and waxing. We have also painted several spaces for a fresh clean look!
- Some next steps for HUES as we head into August - outside maintenance - staining the fence, putting down playground mulch, setting up the new swing sets, and painting the curbs.
- HPS:
 - New flooring in the 2nd grade wing is now completed.
 - The abatement project has been completed.
 - The roofing project is in process and should be completed soon!
 - We have rearranged the front office and other classrooms to meet the needs of staff and students.
 - We have added in a 2nd door for safety measures in our intensive needs classroom.
 - We are continuing to clean and organize for the start of school!

Exciting News: After research and discussion with Paul Karpawich, we are looking to take the next step forward by starting a sustainable food waste recycling program at HPS and HUES. This program would be in partnership with Grow Nashua. Our problem is that a large amount of food waste is created each day with breakfast and lunch service. It is our hope to create a food scraps diversion food waste program. This program would teach everyone to throw the food scraps into receptacles which would be covered, stored outside, and picked up by Grow Nashua. Our next step is to start working with Grow Nashua/Paul Karpawich to write a grant for the start up costs. We will provide more information to the board as it becomes available.

Staffing & Students:

- HPS - Our current 1st grade numbers are on the high side. We are currently at specs with 3 classes. Our kindergarten numbers are solid.

- HPS - Summer Learning Academy (virtual) will begin on August 8th. Students will attend virtually to strengthen skills identified through assessments prior to the start of school. This year we were able to invite incoming kindergarten students and look forward to seeing how this boost prior to the start of school helps with our youngest students.
- HUES - We have 4 new students in the process of registration so far this summer : 2 5th graders and 2 6th graders
- HUES - We are excited to have found 2 wonderful candidates for our open 4th grade and Spanish teacher positions. Work is underway to finalize these candidates. We are still actively looking for a guidance counselor.
- HUES/HPS - A huge shout out to our school front office staff - they have been working very hard to put in orders, receive orders, and organize and deliver orders to classrooms so our teaching staff is ready to go for the first day of school.

Enrollment Snapshot for August 2021:

HPS		HUES	
Grade	Enrollment	Grade	Enrollment
PreK Intensive Needs	4	4	94
PreK 3	3	5	97
PreK 4	8	6	92
K	81		
1	88		
2	81		
3	85		
Total Hollis School District Enrollment: 633			

Hollis School District
Monthly Enrollment Breakout
August 2022

Grade	Class size Per District Policy	Number of classes	NESDEC Projections 20/21 SY	Number of students (8/1/22)	Change from last report	Actual class Enrollments
Pre – K 3 year olds		1	18	3	0	3
Pre – K 4 year olds		1		8	0	8
Prek Intensive Needs		1		4	0	4
<i>Drop in Speech Services Only</i>				<i>NA</i>	<i>0</i>	<i>0</i>
Kindergarten	18	5	100	81	0	16, 16, 16, 16, 17
Grade 1	18	5	75	88	0	17, 17, 18, 18, 18
Grade 2	20	5	99	81	0	15, 16, 16, 16, 18
Grade 3	20	5	88	85	0	16, 17, 17, 17, 18
HPS Totals		23 classes	380	350		
Grade 4	23	5	91	94	0	18, 19, 19, 19, 19
Grade 5	23	5	102	97	0	17, 19, 19, 21, 21
Grade 6	23	5	101	92	0	18, 18, 18, 19, 19
HUES Totals		15 classes	294	283		
HSD Totals		37 classes	674	633	0	

Enrollment History:

School Year	HPS September Starting Enrollment Numbers	HUES September Starting Enrollment Numbers
2022	TBD	TBD
2021	351	291
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



Business Office Memo

To: Superintendent Andy Corey

From: Kelly Seeley

Date: 7/27/2022

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 FY22 SCHOOL YEAR AS THE END OF YEAR AVAILABLE FUNDS ALLOW.

Category: Priority/Required by Law

The School Board is committed to protecting the health, safety and welfare of its students and school community. This policy supports federal, state and local efforts to provide education on youth suicide awareness and prevention; to establish methods of prevention, intervention, and response to suicide or suicide attempt ("postvention"); and to promote access to suicide awareness, prevention and postvention resources.

I. District Suicide Prevention Plan and Biennial Review.

- A. The Superintendent shall develop and provide to the Board for approval, a coordinated written District Suicide Prevention Plan (the "Plan") to include guidelines, protocols and procedures with the objectives of prevention, risk assessment, intervention and response to youth suicides and suicide attempts. This coordinated plan shall conform to the components required of public schools by RSA 193-J:2.
- B. **Biennial Review:** No less than once every two years, the Superintendent, in consultation with the District Suicide Prevention Coordinator with input and evidence from community health or suicide prevention organizations, and District health and guidance personnel, shall update the District Suicide Prevention Plan, and present the same to the Board for review. Such Plan updates shall be submitted to the Board in time for appropriate budget consideration.

II. Suicide Prevention Coordinator and Liaisons.

- A. **District Suicide Prevention Coordinator.** The Superintendent shall appoint a District Suicide Prevention Coordinator, who, shall be responsible for:
 1. developing and maintaining cooperative relationships with and coordination efforts between the District and community suicide prevention programs and personnel;
 2. annual updating of (i) State and community crisis or intervention referral intervention information, and (ii) names and contact information of Building Suicide Prevention Liaisons, for inclusion in student handbooks and on the District's website;
 3. developing - or assisting individual teachers with the development - of age appropriate student educational programing, such that all students receive information in the importance of safe and healthy choices and coping strategies, recognizing risk factors and warning signs of mental disorders and suicide in oneself and others, and providing help-seeking strategies for oneself or others, including how to engage school resources and refer friends for help;
 4. developing or assisting in the development of the annual staff training required under section C of this policy;
 5. Such other duties as referenced in this Policy or as assigned by the Superintendent.
- B. **Building Suicide Prevention Liaison.** The school counselor, or, in their absence, the building administrator, shall be designated as the Building Suicide Prevention Liaison, and shall serve as the in building point-of-contact person when a student is believed to be at an elevated risk for suicide. Employees who have reason to believe a student is at risk of suicide, or is exhibiting risk factors for suicide, shall report that information to the Building Liaison, who shall, immediately or as soon as possible, establish and implement a response plan with the District Suicide Prevention Coordinator.

III. Annual Staff Training. The Superintendent shall assure that beginning with the 2020-21 school year, all school building faculty and staff, designated volunteers, and any other personnel who have regular contact with students, including contracted personnel or third-party employees, receive at least two hours of training in suicide awareness and prevention. Such training may include such matters as youth suicide risk factors, warning signs, protective factors, intervention, response procedures, referrals, and postvention and local resources.

IV. Dissemination. Student handbooks and the District's website will be updated each year with the contact information for the Building Suicide Prevention Liaisons, State and community crisis or intervention referral intervention resources. The District Suicide Prevention Plan will be made available on the District's, and each school's respective websites.

Legal References:

RSA 193-J: Suicide Prevention Education

District Policy History:

1st Reading: Jun 1, 2022

2nd Reading: Aug 3, 2022

3rd Reading:

Adopted: