

1 **HOLLIS SCHOOL BOARD**
2 **JANUARY 4, 2023**
3 **MEETING MINUTES**

4
5 A regular meeting of the Hollis School Board was conducted on Wednesday, January 4, 2023, at 6:01 p.m. at
6 the Hollis Primary School.

7
8 Amy Kellner, Chairman, presided:

9
10 Members of the Board Present: Carryl Roy, Vice Chairman
11 Tammy Fareed, Secretary (arrived at 6:08 p.m.)
12 Brooke Arthur
13 Robert Mann

14
15 Members of the Board Absent:

16
17 Also Participating: Andrew Corey, Superintendent
18 Gina Bergskaug, Assistant Superintendent of Curriculum and Instruction
19

20
21 **AGENDA ADJUSTMENTS**

22
23 A request was made to include a discussion item of the change in State law concerning the Unreserved Fund
24 Balance and the potential for a warrant article.

25
26 Member Mann questioned the will of the Board relative to appointing a representative for the January 9th
27 Budget Committee meeting. Chairman Kellner stated the item would be included as the last item under
28 Deliberations.

29
30 *There being no objection, the agenda was amended as requested.*

31
32 **CORRESPONDENCE / RESIGNATIONS / NOMINATIONS / RETIREMENTS**

33
34 The Public Hearing is scheduled for February 7, 2023. Typically, the Board has altered its regular February
35 meeting date to meet just prior to the Public Hearing to take positions on the warrant articles. That adjustment
36 will be made to the schedule.

37
38 Last month the Board discussed enrollment and class sizes. An advertisement has been put out for a teaching
39 position (1st grade). Principal Izbicki and Abby Diaz, Curriculum Administrator, have developed a schedule;
40 full-time teacher to do interventions and small group instruction. That individual would be in the rooms
41 periodically throughout the day, which would reduce the ratios during specific times such as reading.

42
43 A Letter of Intent to Retire has been received from Pam Banks, effective at the end of the 2022-2023 school
44 year. In her letter, she comments on having enjoyed every one of her 28 years at the Hollis Primary School
45 (HPS) and Hollis Upper Elementary School (HUES) and is looking forward to the next chapter of her life.

46
47 Superintendent Corey remarked she will be missed tremendously. She has done yeoman's work over her career
48 and has been an outstanding contributor to our district.

1 **MOTION BY MEMBER ROY TO ACCEPT, WITH REGRET, THE LETTER OF INTENT TO**
2 **RETIRE RECEIVED FROM PAMELA BANKS, EFFECTIVE AT THE END OF THE 2022-2023**
3 **SCHOOL YEAR**
4 **MOTION SECONDED BY MEMBER MANN**
5 **MOTION CARRIED**
6 **4-0-0**

7
8 **APPROVAL OF MINUTES**

9
10 Hollis School Board [December 7, 2022](#)

11
12 *The following amendments were offered:*

- 13
14 Page 3, Line 11; delete “was” following “provided”
15 Page 3, Line 30; delete “it” following “see”
16 Page 4, Line 4; the line item description should be “Reg Ed” not “Red Ed”
17 Page 5, Line 1; delete “a” before “simply”
18 Page 7, Line 12; replace “waiting” with “waited”
19 Page 8, Line 10; “schools” should be singular

20
21 **MOTION BY MEMBER ARTHUR TO ACCEPT, AS AMENDED**
22 **MOTION SECONDED BY MEMBER ROY**
23 **MOTION CARRIED**
24 **4-0-0**

25
26 Hollis School Board – **Non-Public**. [December 7, 2022](#)

27
28 **MOTION BY MEMBER ARTHUR TO ACCEPT, AS PRESENTED**
29 **MOTION SECONDED BY MEMBER ROY**
30 **MOTION CARRIED**
31 **4-0-0**

32
33 **PUBLIC INPUT** - None

34
35 *Chairman Kellner noted the opportunity for public comment would remain open until 6:40 p.m.*

36
37 **PRINCIPALS’ REPORT**

38
39 Superintendent Corey highlighted items from the report, which was included as part of the [agenda](#) packet.

40
41 The custodial positions at HUES are now fully staffed.

42
43 At HPS, a good deal of time has been spent discussing bathrooms, which are part of the renovation projects for
44 this summer. Additional details will be provided in the coming months.

45
46 Enrollment remains steady. At 674, the district is the largest it has been since 2011. Articles have appeared in
47 newsprint around enrollment declining across the State. Although true, it is not the case in this district or the
48 overall SAU, which is up approx. 20-25 students. Where a small slip has been seen is with the large class that

1 graduated from the high school last year. We do see that, but the classes that are coming up, as typified by the
2 1st grade classes being seen in Hollis and Brookline, are growing.

3
4 Member Fareed commented on the intensive needs program and discussion around years of increasing
5 enrollment (in general) and how that would impact the size of our kindergarten. Now we have a very full
6 kindergarten and 1st grade. Even if this is a bubble in enrollment it is a multi-year bubble. When we have a
7 one-year bubble we are able to get by with a paraprofessional and add a teacher that tracked. If the 1st grade
8 continues to grow, is there a need to plan for additional staff in the budget?

9
10 Vice Chairman Roy responded that has been touched upon a few times as the Board has been watching grade 1
11 climb with 3 classes over our educational specifications and, as of this report, we are one class over our
12 educational specifications in kindergarten.

13
14 Member Fareed remarked she is also looking at the intensive needs in comparison to NESDEC enrollment
15 projections.

16
17 Superintendent Corey remarked he does believe there is potentially the need for staffing, but we have the 2nd
18 grade teacher in the budget, have the Contingency Fund that has always been earmarked for a teacher should the
19 need arise, and there is the Unreserved Fund Balance (UFB). There are three different funding sources to look
20 to should there be the need for 3 teachers. One of the areas of review right now is physical space. Right now
21 there are 3-4 teachers in a classroom for their office spaces. That might need to be taken back. Spacing at
22 HUES will be looked at. If numbers grew rapidly there might be the need to look at moving a grade up to
23 HUES.

24
25 Member Mann questioned if it is feasible, from a physical plant space perspective, to move a grade.
26 Superintendent Corey stated his belief it is possible from that perspective. It creates a lot of instructional pieces
27 that would have to be discussed because all of a sudden you would be delivering art, music, P.E., to 4 grades
28 instead of 3. At this time, we are ok, but to Member Fareed's point, were this situation to go from a 1 or 2-year
29 bubble to a long-term trend, we will have to look at other pieces.

30
31 Asked how he would characterize the pre-K and K programs, Superintendent Corey stated his personal opinion
32 if he were looking to move into a community and had students that needed specific services, this is probably
33 one of 3 or 4 places he would consider. Those markets would all be about the same cost for home prices. The
34 district has put a lot of time and effort into the pre-k and self-contained programs for a variety of reasons. They
35 are doing what we hoped they would instructionally and allowing us to avoid costs.

36
37 Member Mann suggested, as part of a future agenda, the Board direct the Administration to come up with long-
38 term planning concerning available options as having a plan would be beneficial to start the conversation with
39 the community. That would allow for input from Budget Committee members and the community-at-large.
40 Three to four years from now it will be here, and it will take that long to plan.

41
42 Member Fareed wished to comment on the remarks concerning the intensive needs and regular ed pre-k
43 program. On the assumption that these families would move their children into our schools at a later grade,
44 those students could conceivably be less prepared than we are able to accomplish through these programs.
45 These programs are paying dividends in grades 1-6 because the children are so well prepared. It is not just an
46 investment for the child's sake alone at that one grade level, it is also an investment in advancing their
47 capacities to meet their potential in the older grades. If these programs do become ever more popular in Hollis,
48 there is a cost benefit over the long-term of this child's education because they will potentially need less

1 services in the older grades because we prepared them so early. There is an educational rationale for looking at
2 the idea of a separate contained program.

3
4 Superintendent Corey stated that could be looked at in two different ways; if short-term we experience a large
5 growth, although not ideal, there is the possibility of utilizing portables. The hesitation he has is trying to
6 determine if this is going to be a bubble or trend. We are seeing a turn in the economy, which, during his
7 tenure, has showed a migration out of our community as executives from different companies around the area
8 are transferred elsewhere. Right now we are experiencing the need for many of the corporations around us to
9 bring in staff. One of the ways they are doing that is by the available choices for very good school districts. It
10 will be interesting to watch, as we transition into this new year, where the economy goes and what that means.

11
12 Vice Chairman Roy remarked Member Mann's point is a good one regardless of what happens. Our
13 community and school district are very desirable. It may dip momentarily, but we are still going to have to
14 address this. She would like to see options presented, e.g., portables, self-contained, separate building to house
15 Pre-K.

16
17 Member Mann commented, as a Board, we do our best work being proactive rather than reactive. If able to get
18 some insight from the Administration as to what makes sense educationally, it helps the Board to engage the
19 community to begin that discussion.

20
21 Superintendent Corey stated agreement commenting one of the things we have been very successful with is the
22 Capital Improvements Plan to move the buildings forward. We have already done some work to that end;
23 researched portables, looked at whether it is best to add on to the building going off either side, a self-contained
24 new building constructed for the size and needs of the students. That type of facility could also become a
25 revenue generator as there are many communities looking to place younger students into self-contained
26 programs. This would be natural for many communities because it is a short bus ride.

27
28 Member Mann commented on liking the idea of something separate for the younger ages. Superintendent
29 Corey remarked there are a number of options as the district has the SAU property. If going to construct a new
30 preschool he would recommend attaching an SAU to that so that there is a long term home, and then there
31 would naturally be the ability to get in and out of that property because the SAU building itself could be gone.

32
33 Member Mann remarked it would address a number of challenges we have seen for many years. It is a single
34 solution that would fix a host of problems.

35
36 Member Fareed stated the devil's advocate side is we have to look at the school in Amherst and how they had
37 large growth and then experienced a change in the economy. We have to be very smart about how we
38 recommend property changes that can expand and contract with the economy over the lifetime of a building.

39
40 Superintendent Corey stated his belief the district is taking a logical sequential approach as we are sitting in a
41 space that a number of years ago wouldn't have been the library as a whole, but instead multiple classrooms. It
42 would be three very large classrooms instead with the other end already having a self-contained bathroom,
43 which is a very attractive piece. We're scheduled to do a kitchen upgrade this coming summer, which we have
44 been discussing for many years in addition to the bathroom upgrade. Looking at those, sometimes the most cost
45 efficient way is taking an existing space like an existing gym and converting that to classrooms, but that again
46 would now generate a need for a new kitchen somewhere, and to the point made, it is like that delicate balance
47 between appropriate spaces that you can use for generations versus warehousing a building because your
48 enrollment plummeted.

1 Member Fareed commented she has often wondered why some of the modular pieces cannot be made hybrid in
2 the sense of busting through a wall and attaching them. The worst aspect of them is the need to wander out into
3 the elements.

4
5 Superintendent Corey stated that can be done now. The whole building process around that concept has
6 changed. CSDA has two portables they have been using for approximately 20 years. The lifespan is great as
7 long as maintenance is conducted. They come with self-contained heating. They are not totally attached; have
8 an overhang between two buildings and only a short distance between. Member Mann noted that is servicing
9 older students in higher grades. He is uncertain if that would be an optimal approach for younger students.

10
11 Vice Chairman Roy commented the hardest part about HPS is the footprint of the building and the means of
12 driving around it. The moment you start adding to the footprint it becomes very complicated.

13
14 Superintendent Corey commented it may be easier for the district to purchase an addition modular that would be
15 the new library connected to this and then you gain back three classrooms. He stated the Administration would
16 start to put information together. Noted was that it would take a massive enrollment increase to put us over the
17 top because we do have spaces that we could utilize. Although he does not like it educationally, there are
18 spaces like music, art, etc. that have, at times, been on carts. It is not ideal, but could be done as a stopgap
19 measure, particularly if believing the enrollment increase is a bubble and not a trend.

20 21 **DISCUSSION**

22 23 • FY23 Revenue and Expense Report

24
25 As of 12-22-22, the balance, on the expense side of the ledger, was \$216,366. On the revenue side, the balance
26 exceeded the budgeted amount by \$17,672.

27
28 As of 12-22-22, the Unreserved Fund Balance (UFB) was \$234,038. With anticipated allocations to the School
29 Building Maintenance Trust (\$150,000), SAU Building Trust (\$23,970), Special Education Trust (\$25,000) and
30 Retained Fund Balance (\$35,067), the projected fund balance is \$1.

31
32 It is very early in the year and there are a number of unfilled positions. As the district encumbers all expenses
33 at the start of the year, the budget usually progresses in our favor. The major over expenditure was special
34 education (\$116,198 in special education and \$30,268 over in student support services). The budget is prepared
35 18 months in advance utilizing best projections. Savings are seen in the benefits line (\$125,315) (unfilled
36 positions) and people choosing different healthcare plans.

37
38 Member Fareed spoke of her concerns over the amount in the special education trust being too low. With large
39 overages, she questioned the level of concern on the part of the Administration. Superintendent Corey
40 remarked he feels confident because of the availability of the UFB. The Special Education Trust balance is
41 growing as it has not been utilized. He spoke of the work done to capture the expenses of the known students.
42 It is move-ins that result in unanticipated costs. He would prefer to utilize the surplus in the benefits line to
43 cover those costs and utilize the trust, UFB and contingency as a last resort.

44
45 Member Mann commented he would start to become uneasy were the trust balance to drop below \$100,000. He
46 asked for clarity once monies are allocated to the special education trust they can only be utilized for that stated
47 purpose and was told that is the case. He commented on the need for the Contingency Fund, which can be
48 utilized for more general need. Member Fareed asked how the Superintendent perceives the benefit of

1 transferring from line items that have a surplus versus using the trust; balanced against the idea of tax dollars
2 being returned to the general fund. Superintendent Corey stated when he looks at it, he considers the reason for
3 the cost. The district has always taken the approach of looking to the operating budget first because that is
4 basically what we told the taxpayers we would spend. When he says the operating budget, he would look then
5 to contingency as that is part of the operating budget and the UFB is also part of that because it is approved as a
6 sort of safety net. That is the path he would take, but with the trust if it was an unexpected special education
7 expense of maybe needing to place a new student into a facility, that, to him, is the intent of the trust. What he
8 has done in Brookline (the only place it has come up) is notify the Board of the concern and then monitor it and
9 decide in the April/May timeframe whether monies would be transferred from the trust to the budget to cover
10 the expense.

11 • FY24 Budget and New Items Spreadsheet

12 Superintendent Corey praised the Budget Committee commenting on the outstanding job they do of listening
13 and digesting the needs of our students. He cannot recall a time during his tenure where if it was a student need,
14 they were not supportive. They might have a lot of questions, but they have always placed the education of the
15 students as the priority. They have done that again in this budget.
16
17
18

19 There are no changes from last month to this month. At the last Budget Committee meeting, Ms. Seeley was
20 granted relief from guidance, which was set basically at 0%. The only piece that came about that could not
21 have been projected was the need for a new classroom teacher. They have always supported our classroom
22 educational specifications. The difference between guidance and the proposed budget was \$77,292.36. The
23 Budget Committee provided relief from guidance of that amount. That classroom teacher, in the budget, is set
24 at \$99,973 (fully loaded). The budget grants the district everything needed to maintain class sizes, to continue
25 making educational growth in Smartboards and other technologies, to fund the teacher requests around
26 curriculum items, and to move forward initiatives.
27

28 Superintendent Corey noted a math presentation (K-12) will be provided at the COOP School Board meeting
29 scheduled for January 18th. The presenter (teacher) has been interviewing teachers in Hollis, has spent quality
30 time with the acceleration teachers, and has done a wonderful job. This will be the first of several presentations
31 to the COOP board. In the March/April/May timeframe he will come before the Hollis School Board.
32

33 The same piece is taking place on the literacy side and is being run by the Director of Student Services, and the
34 most recent hire, Christine Haight, Assistant Director of Student Services. Ms. Haight's second doctorate is in
35 literacy and learning. She will be able to bring that critical eye to literacy, which is really the focus from a
36 special education point of view. The greater you can interpret what you read, the greater the potential is to be
37 successful in all subjects. Ms. Haight is also an Assessment Coordinator. She does student assessments and
38 will be working with teachers during PLC times to talk about literacy, reading programs, and those pieces.
39

40 The other piece of the budget is the new items area. Nothing has changed there since the last review. The
41 district is budgeted for the literacy program upgrade. The math subscription was removed only because we will
42 not be finished with our work and did not want to purchase anything until understanding exactly what we want.
43 It is the hope to remain with the same program we use as some great results have been seen, but the committee
44 needs to complete its work.
45

46 A revamped mentoring program will be seen, which is in preparation of the number of individuals approaching
47 retirement. The desire is to tap into their knowledge before that time comes and have a mentoring program so
48 that those who come on board are here for many years.

1 Future discussions will occur around how many specials there will be (after this budget cycle; May/June).

2
3 The district is adding a Board Certified Behavior Analyst (BCBA) Assistant position as well as registered
4 Behavior Technician (RBT) trained paraprofessionals. BCBA's work with students to identify learning areas for
5 growth as well as strategies that classroom teachers can use. RBT trained paras are trained in how to gather that
6 data. This is an individual who joins the classroom and provides data to the BCBA who uses the data to
7 formulate data driven decisions.

8
9 Also in the budget is what will become a standard replacement cycle for Chromebooks. Students will be issued
10 a Chromebook in 1st grade, which will take them through the Hollis School District. They will be issued
11 another in the middle school for the next 6 years. Asked what the lifespan is of the Chromebooks,
12 Superintendent Corey commented, at this level, the equipment does not leave the school very often. They are
13 seeing a few with maintenance issues e.g., broken screens, etc., which can be repaired in-house.

14
15 Funds are in the budget for additional interactive flat panel boards. If there are excess funds in the spring, the
16 Board will be asked to consider the prepurchase of additional boards. Superintendent Corey spoke of the
17 benefits gained from use of this equipment.

18
19 The proposed operating budget is \$14,654,566. A large piece of that has been the community's support for
20 projects (large debt load). The SAU assessment is \$625,021. Contingency is identified as \$95,000, SAU
21 Maintenance Trust as \$23,970 (rent collected from the three districts), Hollis School District Maintenance Trust
22 as \$150,000 and the Special Education Trust as \$25,000. The total is \$15,573,557.

23
24 • FY24 Hollis School District Draft Warrant

25
26 Provided with the agenda packet was a preview of the school district warrant. The Board will take a
27 position on the articles prior to the Public Hearing scheduled for February 7th. The order the articles will
28 appear in will be discussed at the Public Hearing. The budget is subject to the 10% rule and there is the
29 need to understand what else has been passed, which is why the budget article is likely to appear last.

30
31 Vice Chairman Roy noted the articles are all standard articles; what is needed to move the district
32 forward.

33
34 • Potential for a Warrant Article concerning Unreserved Fund Balance

35
36 There has been discussion at the Hollis and COOP Budget Committee meetings around changes in the State law
37 concerning the Unreserved Fund Balance; permitted, if voter approved, to retain up to 5%.

38
39 Asked what is driving the change at the State level, Superintendent Corey stated the opinion it is basically due
40 to how costs have increased. Examples were provided of larger expenses such as a rooftop ventilator
41 (\$400,000) and kitchen freezer (\$400,000). Some districts are using the UFB as a savings account of sorts if
42 significant expenses are expected in the near future. Noted was that there is the flexibility to go up to 5% if
43 voter approved. An example of what the language of the warrant article would be was stated as "To see if the
44 school district will vote to authorize, indefinitely, until rescinded, to retain year-end unassigned general funds in
45 the amount not to exceed, in any fiscal year, five percent of the current fiscal year's net assessment in
46 accordance with RSA 198:4-b II." That five percent could be 4, it could be 3, 3.5, etc. That number could be
47 set and then it would go to the voters and require a simple majority to pass.

1 Superintendent Corey believes the subject has come both at the COOP and Hollis district level because of the
2 amount of funds returned at year end (via COVID), and a reflection on ensuring a retention amount that would
3 cover a large item expense.

4
5 Mention was made of the issue the Hollis district faced years prior where mold was identified. The cost was
6 significant and would not be covered in any other way than what was done; a special meeting was conducted,
7 and the voters approved the expenditure. Having a larger amount in the UFB would prove beneficial should an
8 instance occur such as a heating unit go and there being the ability to simply order the necessary
9 repairs/replacement and address the issue without delay.

10
11 Member Mann spoke of the support received from the community. Where there is a sensitivity is if they feel as
12 if it is going to continue to grow. The Board has shown and built enough trust in the community that shows
13 when we get to a certain amount, we don't add any more and when there are funds to return, we do.

14
15 Member Fareed asked if the contingency line item would be removed if raising the UFB percent to 4 or 5%.
16 Superintendent Corey responded there are multiple thoughts between the districts on how this would go. This
17 would need to be discussed with the Budget Committee. He can support examples for each because the
18 contingency does not require a public hearing to expend as it is simply part of the operating budget.

19
20 Member Mann spoke of the ability to act quickly if able to utilize contingency funds. If utilizing the UFB there
21 is a time factor involved in posting, notification to the Budget Committee, and conducting a public hearing.
22 Superintendent Corey commented in an instance such as a boiler going, the funds would have to be identified
23 from somewhere within the budget as repair/replacement would have to occur in order to open the building. He
24 added, were the Board and community to support retaining 4%, that would equate to \$450,000, which he
25 believes would cover most major items.

26
27 Member Fareed remarked the idea that we have to maneuver around up to 5% while NH towns, including
28 Hollis, can retain all of their unexpended funds every year to whatever piles and heaps they want has never been
29 fair to school districts, and paints a school district as some kind of untrustworthy agency when it is quite to the
30 contrary. It is high time the school districts have more ability to protect the taxpayers' facilities and other assets
31 against emergencies and emergency expenditures with this kind of perfectly reasonable increase in the
32 percentage that we can retain.

33 34 DELIBERATIONS

- 35
36 • To see what action the Board will take regarding HESSA

37
38 **MOTION BY MEMBER ROY TO APPROVE RETENTION STIPENDS FOR SUPPORT STAFF**
39 **TOTALING SIXTY-NINE THOUSAND TWO HUNDRED FIFTY-SEVEN DOLLARS (\$69,257).**
40 **SOURCE OF FUNDING IS ESSER GRANTS IN THE AMOUNT OF THIRTY-FOUR THOUSAND**
41 **ONE HUNDRED FIFTY-NINE DOLLARS (\$34,159) AND THE FY23 GENERAL FUND IN THE**
42 **AMOUNT OF THIRTY-FIVE THOUSAND NINETY-EIGHT DOLLARS (\$35,098)**
43 **MOTION SECONDED BY MEMBER MANN**

44 45 ON THE QUESTION

46
47 Chairman Kellner stated the negotiating team entered into discussions with HESSA to address the disparity in
48 hourly rates that came about because we had some hires that were brought in at a higher pay rate than their
49 counterparts hired earlier in the summer. A two-step approach was taken for the current year; one component

1 provides for a \$1,000 retention stipend to 28 individuals and 12 individuals who are on a step lower than step 6
2 who are given the equivalent compensation of step 6. They would get that \$1,000 retention stipend in two
3 payments, if Board approved (January and May).

4
5 If approved by the voters at the Annual Meeting in March, for FY24 there would be corrective action to provide
6 equitable compensation. All support staff would be moved off-step, there would be category shifts consistent
7 with what has been done at the COOP district, and a \$500 retention stipend for those same 28 individuals.

8
9 The addition to what had been previously shown as the FY24 contract cost is \$19,969 for a total of \$89,225.
10 The impact in FY25 would be \$12,682.

11
12 Member Fareed stated the general purpose is to ensure that all of our employees are on a competitive pay scale.
13 With some of our most recent hires we have been forced, by the market, to hire at a significant increase over
14 what the CBA that was recently negotiated would have had.

15
16 Chairman Kellner remarked the current contract was negotiated a year ago and a lot of the things we are
17 experiencing now were thought to be short term, which has turned out not to be the case. Member Fareed spoke
18 of the ability to finally fill the part-time custodial position at HUES and asked if part of that was because we
19 chose to pay a little more and were able to hit a market rate that attracted someone. Superintendent Corey
20 responded he does not think the custodian example is a good one, but he has seen the district able to attract
21 more paraprofessionals. He does believe that was a wage issue. Asked if there is a sense of where the district is
22 in comparison to neighboring districts, he stated his belief the district is once again competitive.

23
24 Member Mann asked and was informed the proposal was voted upon and approved by HESSA.

25
26 Asked how this puts the Hollis district in terms of pay scale relative to the other two districts in the SAU, Vice
27 Chairman Roy responded one of the largest pieces is that one of the other districts offers benefits to some of
28 their support staff that aren't offered here because of the hours that are worked. That isn't something that we
29 can change.

30
31 Asked about the other local elementary districts in terms of offering benefits, Superintendent Corey stated it is
32 based on hours. Some of our staff, because of the students they are working with and when their day begins and
33 ends, will qualify for benefits under federal law. The union is well aware of that.

34
35 Asked about the base pay for the lowest qualified possible hire, Superintendent Corey stated his recollection it
36 was \$11.39. Chairman Kellner stated that to be correct. Vice Chairman Roy commented part of the move to
37 the COOP table in FY24 would be a starting point of step 1. The information provided for FY24 indicates
38 shifting the instructional assistants, food service workers, cook position and head cook position to different
39 categories. The grid is available on the SAU website for review.

40 **MOTION CARRIED**

41 **5-0-0**

42
43 **MOTION BY MEMBER ROY TO RATIFY THE TENTATIVE AGREEMENT BETWEEN THE**
44 **HOLLIS SCHOOL BOARD AND THE HOLLIS EDUCATION SUPPORT STAFF**
45 **ASSOCIATION/NEA-NH (HESSA) FOR FY24**

46 **MOTION SECONDED BY MEMBER MANN**

47 **MOTION CARRIED**

48 **5-0-0**

49

- 1 • To see what action the Board will take regarding Policy **EBB** – School Safety Program

2 - 1st Reading 12-7-22

3 *Given its second reading;*

4
5 **MOTION BY MEMBER ARTHUR TO AMEND #11 BY REPLACING “ASSESSMENTS”**
6 **WITH “EVALUATIONS” AND “ELIMATE PROFESSIONALS” WITH “DISTRICT**
7 **PROFESSIONALS” AND #12 BY INSERTING “DE-ESCALATION” PRIOR TO**
8 **“RESTRAINT”, AND ACCEPT THE SECOND READING OF POLICY EBB – SCHOOL**
9 **SAFETY PROGRAM, AS AMENDED**

10 **MOTION SECONDED BY MEMBER ROY**

11 **MOTION CARRIED**

12 **5-0-0**

- 13
14 • To see what action the Board will take regarding Policy **IHBAA** – Special Education: Determination of a
15 Specific Learning Disability

16 - 1st Reading 12-7-22 (as amended)

17 *Given its second reading;*

18
19 **MOTION BY MEMBER ARTHUR TO AMEND POLICY IHBAA – SPECIAL EDUCATION:**
20 **DETERMINATION OF A SPECIFIC LEARNING DISABILITY, IN ITS ENTIRETY, BY**
21 **REPLACING IT WITH THE COPY PROVIDED WIH THE AGENDA AND ACCEPT THE SECOND**
22 **READING, AS AMENDED**

23 **MOTION SECONDED BY MEMBER FAREED**

24
25 ON THE QUESTION

26
27 Member Fareed spoke of appreciation for the language changes presented.

28 **MOTION CARRIED**

29 **5-0-0**

- 30
31 • To see what action the Board will take regarding Policy **IHBA** – Programs for Pupils with Disabilities

32 *Given its first reading;*

33
34 **MOTION BY MEMBER ARTHUR TO ACCEPT THE FIRST READING OF POLICY IHBA –**
35 **PROGRAMS FOR PUPILS WITH DISABILITIES, AS PRESENTED**

36 **MOTION SECONDED BY MEMBER FAREED**

37
38 ON THE QUESTION

39
40 The policy was brought to the Director of Student Services for review/feedback. Chairman Kellner noted the
41 last sentence of the third paragraph does not seem to read correctly. She requested the Policy Committee
42 review the language.

43
44 Vice Chairman Roy questioned if the proposed changes are based on suggested verbiage from the New
45 Hampshire School Board Association (NHSBA) and was told the suggested edits were provided by the
46 Administration. Superintendent Corey stated the policy was sent to the Director of Special Education to review
47 from the lens of existing laws, policies, and procedures. It may be that the sentence can be broken down into
48 more than a single statement.

1 Member Fareed questioned the language in the first sentence of the last paragraph. She proposed it be edited so
2 that it read "The district recognizes its obligation to provide a free and appropriate education for all students
3 including those determined to be educationally disabled and in need of special education and related services."
4 The board expressed acceptance of the proposed edits.

5 **MOTION CARRIED**

6 **5-0-0**

- 7
- 8 • To see what action the Board will take regarding appointing a representative to the Budget
9 Committee Public Hearing process

10

11 **MOTION BY MEMBER KELLNER TO APPOINT ROBERT MANN AS THE SECOND ALTERNATE**
12 **LIAISON (NON-VOTING) TO THE HOLLIS BUDGET COMMITTEE**

13

14 *The motion did not receive a second*

15

16 Member Mann questioned the need to have an alternate in attendance if that individual is a non-voting member.
17 He questioned if the RSA allows for a second alternate stating his belief there is only room for one
18 representative and an alternate.

19

20 Member Fareed noted a vote that occurred years prior where the Selectboard representative and their alternate
21 were out of town. The chair of the Selectboard named a third member to attend in their place. That was
22 challenged on a legal basis. The Chair of the Budget Committee did the research and learned that legally that
23 appointed individual's vote was moot and it was removed from the tally. It is her belief a representative and an
24 alternate are the only ones recognized.

25

26 Member Mann asked that the Board consider the Chair can decide to appoint any member she wishes at any
27 time as a representative and can change that at any time. By doing so you allow that person to be a voting
28 member. If there is the need to change it back at some point that can also be done. It has to be put out in a
29 public setting and voted upon.

30

31 Asked about the impetus for this discussion/vote, Vice Chairman Roy stated there is a meeting scheduled for
32 which neither the Liaison nor the Alternate Liaison can attend. The desire is to ensure representation.

33

34 Member Mann suggested if the Chair were to change the appointment of the Alternate Liaison, he would then
35 be able to represent the Board. At some point in the future, there could be another change to re-appoint Vice
36 Chairman Roy as the Alternate.

37

38 Chairman Kellner noted she has spoken with the Chair of the Budget Committee, and it was discussed that
39 Member Mann could attend the meeting and not participate in voting but could share information with the
40 Board and public.

41

42 Member Mann stated he would follow the direction of the Board. Member Fareed stated she would prefer that
43 the representative at the meeting was a voting member.

44

45 Vice Chairman Roy noted the meeting for which neither the Liaison nor the Alternate Liaison are available is
46 the Budget Committee meeting of January 9th, during which the Budget Committee will conduct the second
47 review of the Town budget.

1 Member Mann indicated he would be able to attend the meeting and available to answer any questions posed.

2
3 **NON-PUBLIC**

4
5 **MOTION BY MEMBER ROY THAT THE BOARD, BY ROLL CALL, GO INTO NON-PUBLIC**
6 **SESSION PURSUANT TO RSA 91-A:3 II (a) THE DISMISSAL, PROMOTION OR COMPENSATION**
7 **OF ANY PUBLIC EMPLOYEE AND (c) TO DISCUSS A MATTER, WHICH IF DISCUSSED IN**
8 **PUBLIC, WOULD LIKELY AFFECT ADVERSELY THE REPUTATION OF A PERSON, OTHER**
9 **THAN A MEMBER OF THE BODY OR AGENCY ITSELF**

10 **MOTION SECONDED BY MEMBER MANN**

11
12 *A Viva Voce Roll Call was conducted, which resulted as follows:*

13
14 Yea: Robert Mann, Brooke Arthur, Tammy Fareed, Carryl Roy, Amy Kellner

15 5

16 Nay:

0

17 **MOTION CARRIED**

18
19 *The Board went into non-public session at 7:39 p.m.*

20 *The Board came out of non-public session at 8:16 p.m.*

21
22 **ADJOURNMENT**

23
24 **MOTION BY MEMBER ROY TO ADJOURN**

25 **MOTION SECONDED BY MEMBER MANN**

26 **MOTION CARRIED**

27 **5-0-0**

28
29 *The January 4, 2023, meeting of the Hollis School Board adjourned at 8:17 p.m.*

30
31
32
33 Date _____ Signed _____