

Hollis School Board
Wednesday, May 9, 2018
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
- 6:35 Agenda Adjustments
Approve Meeting Minutes
Nominations/Resignations/Correspondence
- 6:45 Public Input
- 7:00 Principal’s report
- 7:15 Discussion
- Revenue and Expense Report
 - Infrastructure grant
 - Field Discussion (SAU and HUES)
 - HSTEP status update
 - Transportation
 - Safety conversation
- 8:00 Deliberations**
- **To see what action the Board will take regarding the proposal for accepting the infrastructure grant**
 - **To see what action the Board will take regarding the Superintendent’s recommendations regarding administrative compensation**
- 8:30 Motion to adjourn

Hollis School District Expense Revenue Report

Hollis

Expense Function	Description	Thru 04/18				Reason
		Annual Budget	YTD Expense	Encumbered	Balance	
1100	Regular Education	3,824,934.46	2,563,920.96	1,132,967.05	128,046.45	<i>Some grant funding for teachers, Lower supply costs & and under used substitutes</i>
1200	Special Education	987,366.00	711,003.07	381,358.84	(104,995.91)	
2100	Student Support Services	829,333.01	477,217.86	245,938.72	106,176.43	<i>(\$30K)</i>
2200	Instructional Staff Support	386,615.54	228,383.05	94,959.80	63,272.69	<i><Not all PD assigned</i>
2300	School Board/SAU Assessment	579,227.00	392,982.81	88,042.89	98,201.30	<i><\$95K is Contingency</i>
2400	School Administration	568,049.11	454,527.66	127,615.64	(14,094.19)	<i><Telephone more than expected</i>
2600	Facilities	865,024.65	691,441.31	156,153.88	17,429.46	<i><Heating Oil costs lower</i>
	Water System (10.2600.411)	12,000.00	12,098.98	6,644.24	(6,743.22)	
2700	Transportation	460,786.68	321,614.32	75,249.84	63,922.52	<i>SPED In District - less than expected</i>
2900	Benefits	2,503,567.55	1,712,090.56	778,393.58	13,083.41	<i><Insurane Opt Out not all budgeted qualify now</i>
4200	Building Improvements	-	24,986.50	-	(24,986.50)	<i>Cabling Project - 50% Erate funded (This is our portion)</i>
5100	Bonds	326,015.00	-	324,387.49	1,627.51	<i>HSTEP Lease payment</i>
5200	Transfers	460,000.00	79,000.00	381,000.00	-	
		11,802,919.00	7,669,267.08	3,792,711.97	340,939.95	
	FY17 CarryOver	3,221.00	6,614.49		(3,393.49)	
		11,806,140.00	7,675,881.57	3,792,711.97	337,546.46	

Revenue	Description	YTD				
		Budget	Revenue	Expected	Balance	
1100	Local Property Tax	9,867,623.54	7,550,000.00	2,317,623.54	-	
3110	Adequacy Aid Grant/Tax	1,008,055.46	1,008,055.46	-	-	
	State		-			
3230	Catastrophic Aid	36,000.00	39,686.49	-	(3,686.49)	<i><SPED Aid from Last year</i>
21.3260	Food Service	3,000.00	3,106.00	-	(106.00)	
	Federal		-			
22.4100-4539, 4570	Grants	170,000.00	20,535.79	149,464.21	-	
21.4560	Food Service	34,000.00	19,464.00	14,536.00	-	
4580	Medicaid	41,000.00	26,360.94	14,639.06	-	
	Local		-			
1311, 1349	Tuition	22,000.00	15,600.00	6,400.00	-	
21.1600-1699	Food Service Sales	174,000.00	154,999.88	19,000.12	-	
1510, 1910, 1991	Other	13,600.00	15,449.52	-	(1,849.52)	<i><Bank Interest</i>
	Voter Trusts (FY18)	79,000.00	-	79,000.00	-	
	Fund Balance to Reduce Taxes (FY 18)	506,640.00	-	506,640.00	-	
	Less Retained Funds (FY18)	(152,000.00)	-	(152,000.00)	-	
		11,802,919.00	8,853,258.08	2,955,302.93	(5,642.01)	

Unreserved Fund Balance	\$ 343,188
Actuals	
Less Maintenance Trust	\$ 90,000
Less Water System Exp Trust	\$ 50,000
Less Retained Fund Balance	\$ 152,000
Fund Balance to Reduce Taxes (FY19)	\$ 51,188

Public School Infrastructure Grants Hollis Brookline Schools Overview

District	School	Project	Total Cost	State Portion	District Portion	In FY19 Budget	Other Source	Total Check	District Funding Sources
HSD	HPS	Interior Doors	\$125,000	\$100,000	\$25,000	\$25,000		\$25,000	Expendable Trust
HSD	HUES	Window Blinds	\$1,500	\$1,200	\$300	\$300		\$300	
HSD	HUES	Laminate	\$10,000	\$8,000	\$2,000	\$2,000		\$2,000	
HSD	HUES	Cameras	\$10,000	\$8,000	\$2,000		\$2,000	\$2,000	eRate
HSD	HUES	Add'l FOBs	\$27,000	\$21,600	\$5,400		\$5,400	\$5,400	eRate
HSD	HUES	Door Frame Repairs	\$15,000	\$12,000	\$3,000	\$3,000		\$3,000	
HSD	HUES	Thumb Locks	\$50,000	\$40,000	\$10,000	\$700	\$9,300	\$10,000	Expendable Trust
		Total	\$113,500	\$90,800	\$22,700	\$6,000	\$16,700	\$22,700	
BSD	RMMS	Cameras/Viewing Device							FY18 Budget
BSD	RMMS	Laminate							Expendable Trust
BSD	RMMS	Door Hinges/Hardware							FY18 Budget
BSD	RMMS	Door Alert System							FY18 Budget
BSD	RMMS	Paging Feature							FY18 Budget
		Total	\$27,775	\$22,220	\$5,555	\$0	\$5,555	\$5,555	
BSD	CSDA	Lobby Extension	\$43,000	\$34,400	\$8,600		\$8,600	\$8,600	Expendable Trust
BSD	CSDA	Perimeter Safety	\$22,150	\$17,720	\$4,430		\$4,430	\$4,430	Expendable Trust
BSD	CSDA	Phone System	\$25,000	\$20,000	\$5,000		\$5,000	\$5,000	eRate
BSD	CSDA	Laminate/Thumb Locks	\$25,250	\$20,200	\$5,050		\$5,050	\$5,050	Expendable Trust
		Total	\$115,400	\$92,320	\$23,080	\$0	\$23,080	\$23,080	
Coop	HBMS	Cameras	\$6,655	\$5,324	\$1,331		\$1,331	\$1,331	FY19 Budget
Coop	HBMS	Locking/Panic Button	\$5,463	\$4,371	\$1,093		\$1,093	\$1,093	FY19 Budget
Coop	HBMS	Laminate	\$25,381	\$20,305	\$5,076		\$5,076	\$5,076	FY19 Budget
		Total	\$37,500	\$30,000	\$7,500	\$0	\$7,500	\$7,500	
Coop	HBHS	Laminate	\$12,050	\$9,640	\$2,410		\$2,410	\$2,410	FY19 Budget
		Grand Totals	\$431,225	\$344,980	\$86,245	\$31,000	\$55,245	\$86,245	

\$12,400 eRate

Hollis School District
Administrative Report
May 2018

Calendar, Events, Programs

- HUES - May 7th - May 25th - NH State Testing
- HPS/HUES - May 7th - May 11th - Teacher Appreciation Week
- HPS - May 7th - May 11th - HPS Gives Back Week
- HPS - May 18th - Kindergarten Celebration of Learning 12:30 and 2:00
- HUES - May 21st - Gr. 4 Information Night for Incoming Gr. 3 parents
- HUES - May 22nd - All District Band Concert at HBHS 7PM
- HPS - May 24th - 1st Grade Celebration of Learning 9:30 AM
- HPS/HUES - May 25th - Memorial Day Observances - No School
- HUES - May 29th - Gr. 5 and 6 Band Concerts HUES Gym 7PM
- HUES - May 30th - Safety Fair for Gr. 4 (Hosted by HBHS students)
- HPS - June 1st - 2nd Grade Celebration of Learning
- HUES - June 1st - Field Day at HUES
- HUES - June 5th - Gr 4 Band Concert - 7pm - HUES Gym
- HPS - June 6th - 3rd Grade Concert for Parents 2:00PM
- HUES - June 6th - Celebration of Learning - Gr 6 and Specialist Team
- HPS - June 7th - 3rd Grade Concert for Grandparents 9:00AM
- HPS - June 8th - Field Day (Rain Date June 11th)
- HPS/HUES - June 11th - 3rd Grade to HUES for Musical Performance
- HPS - June 12th - 3rd Grade Celebration of Learning
- HPS/HUES - June 15th - Last Day of School for Students - Full Day

Enrollment for 2017/2018:

PK – 3's: 12	
PK – 4's: 9	Grade 3: 94 (+1)
Grade K: 67 (+1)	Grade 4: 99
Grade 1: 79	Grade 5: 127 (+1)
Grade 2: 91	Grade 6: 96

Building & Grounds:

- HUES:
 - We have begun planning the summer coverage schedule as well as our cleaning schedule
 - Painting and deep cleaning will happen over April vacation for some areas of HUES
- HPS:
 - HPS received \$100,000 for the our indoor replacement safety grant. We are working closely with SAU to get the vendor ready for summer.
 - Over April vacation we will be able to deep clean the school.
 - We continue to plan for H-STEP and other schedules for building maintenance and cleaning over the summer. It's a busy one ahead!

Staffing & Students:

- HPS/HUES - Please remember to follow us on Twitter @HollisPrimary and @HollisUpperELEM to see what's happening!

- HPS - Ms. Gual's second grade class hosted the April All School Assembly which focused on thanking our volunteers!
- HPS - The Wellness PLC (guidance, school nurse, and school psychologist) worked on another Wellness activity which included making flowers and setting growth goals! We are in the process of getting the flowers out in the community, we hope you'll get a chance to see them!
- HPS - Our 3rd Graders have completed the NH SAS Assessment. They worked hard and did a great job!
- HPS and HUES - We have begun to receive placement input for parents as we begin to enter the placement process for next year.
- HPS - April's Biography Friday focused on Rachel Carlson who was a writer. She was passionate about her environment and what could be done to help all living things. Students who want to make a change to our HPS community are encouraged to visit with Mrs. Izbicki to make a plan of action.
- HUES - our Bake for Good assembly has encouraged the majority of our students to bake bread and give back one loaf to those in need. We are proud to announce that we've donated over 200 loaves so far!
- HUES - the Golden Wing Awards are celebrated each month with our students during lunch assemblies. We love celebrating our students and their hard work in growing their WINGS!

Hollis School District
Monthly Enrollment Breakout
May 2018

Grade	Class size Per District Policy	Number of classes	NESDEC Projections 17/18 SY	Number of students (4/20/18)	Change from last report	Actual class Enrollments
Pre – K 3 year olds		1		12	+1	12
Pre – K 4 year olds		1	22	9	0	9
Kindergarten		4	51	67	+2	16, 16, 17, 18
Grade 1	18	5	67	79	0	14, 16, 16, 16, 17
Grade 2	18	5	77	91	0	18, 18, 18, 18, 19
Grade 3	20	5	85	94	+1	18, 19, 19, 19,19
HPS Totals		21 classes		352	+4	
Grade 4	23	5	101	99	0	19, 20, 20, 20, 20
Grade 5	23	6	122	127	+1	20, 21, 21, 21, 21, 23
Grade 6	23	5	103	96	0	19, 19, 19, 19, 20
HUES Totals		16 classes		322		
HSD Totals		37 classes	628	674		

* denotes class sizes over policy expectations

Enrollment History:

School Year	HPS September Starting Enrollment Numbers	HUES September Starting Enrollment Numbers
2017	344	323
2016	337	319
2015	345	295
2014	352	291
2013	358	292
2012	340	294
2011	340	297



HOLLIS POLICE DEPARTMENT
HOLLIS, NEW HAMPSHIRE

Joseph R. Hoebeke
CHIEF OF POLICE

April 25, 2018

Attn: Andrew Corey, Superintendent of Schools
SAU 41 School Districts
4 Lund Lane
Hollis, New Hampshire 03049

Dear Superintendent Corey,

I am writing this letter in response to the influx in active shooter/active threat incidents in many schools and communities across the United States. If you were to ask any law enforcement executive to list their greatest concerns relative to the safety of their communities, most, if not all, would identify the possibility and risk of an active shooter/active threat incident. Incidents like those in Parkland, Florida, Newtown, Connecticut, Columbine, Colorado, and many others, are painful reminders of the evil that exists in our society.

I can assure you the Hollis Police Department, in coordination with SAU 41 and all of the schools within the boundaries of Hollis, are working hard to protect the students, teachers, and staff. There are numerous ways in which this agency has worked, and will continue to work at improving our tactics, training, and operational readiness as it relates to active shooter/active threat response. First, we do not train our officers to wait outside a building for additional units to respond. Instead, we form what is called an Immediate Action Team to respond directly to the sound of gunfire within a building or environment; the overall purpose is to identify and neutralize the threat or threats as quickly as possible. Unlike the times where active shooter incidents were still a relatively new threat, our tactics dictate that in the event back-up or additional units are not available to respond, an officer has an obligation and duty to engage in a single officer response. Although this tactic is not ideal, I will repeat a phrase I learned during my participation in active shooter exercises; "Sometimes it sucks to be a cop." We must remain ever mindful that there are risks associated with our profession and a single officer response to an active shooter/active threat incident is just one of those risks.

In addition to having a very detailed and extensive policy on active shooter/active threat incidents, we also provide our officers with frequent and rigorous training related to firearms and active shooter/active threat response. Every Hollis Police Officer has been trained on active shooter tactics and many have attended extensive Active Shooter Response Training provided by Advanced Law Enforcement Rapid Response Training (ALERTT). I am also proud to say that the Hollis Police Department has been a 'hub' of sorts for hosting ALERTT courses, which provides us with a cost-effective way to enroll our officers in this training. This is because our agreement to host such trainings results in free seats for a set number of our officers. Moreover, I will tell you that as a former training officer and Tactical Incident Commander on the Southern New Hampshire Special Operations Unit, I am committed to providing training for our officers in those incidents constituting a low frequency/high risk category. Active shooter/active threats fall within this category.

We also embrace the concept of building community connections. As you know, our School Resource Officer Richard Bergeron is extremely engaged and proactive in the school district. He is also an instructor for ALERTT and is the point person for coordinating trainings hosted by the Hollis Police Department. I also require each day shift officer to conduct a walk-through of one school during their shift (each day while school is in session). These walk-throughs have two important benefits; first, they increase officer visibility and interaction to students and staff in the school setting. Second, they allow officers to familiarize themselves with the layout of the building in the event they need to respond to an emergency or some other call for service at one of the schools.

I would also be remiss if I did not mention the incredibly strong relationship that exists between the Hollis Police Department, SAU 41, and each school within the town. This relationship was on full display last year as we planned and executed a table-top exercise, which was geared towards a wide-scale response to an active shooter/active threat scenario. Although the results of the scenario exposed some weaknesses in unified command, I was pleased with the outcome and value the feedback received from involved agencies, namely the New Hampshire Department of Homeland Security and Emergency Management (HSEM), related to the areas of policy revision and development and execution of tactics. I was also very pleased with the commonality in response demonstrated by both the staff of the Hollis Brookline Middle School (where the tabletop exercise was conducted) and the Hollis Police Department.

In closing, the members of the Hollis Police Department fully recognize that we have a tremendous responsibility work in collaboration with SAU 41

and each school to mitigate the threat of violence to our most prized possession – our children. Whether you consider active shooter/active threat incidents an issue of juvenile delinquency, mental health or gun control, it is up to us to affect change and to realize that not every situation is the same. This requires civility in our discussions and actions. We are and must continue to be the example.

This very issue is a larger matter than a one-minded system can resolve. It is up to us as a community to prevent disaster in our schools, which should be a haven for our students to grow and learn. We at the Hollis Police Department, in partnership and collaboration with SAU 41, will continue to stand up and lead that discussion, as we should.

Sincerely,

A handwritten signature in blue ink that reads "Joseph R. Hoebeke". The signature is written in a cursive, flowing style.

Joseph R. Hoebeke

Chief of Police