

Hollis School Board
Wednesday, April 4, 2018
Hollis Upper Elementary School
6:00 PM

All Times are estimates and subject to change without notice

- 6:00 Call to Order – Superintendent Corey
Annual Board reorganization
- 6:10 Non – Public – Teacher Nominations
- 6:40 Agenda Adjustments
Approve Meeting Minutes
Nominations/Resignations/Correspondence
- 6:55 Math presentation – Assistant Superintendent Bergskaug
Principal’s report
- 7:25 Public Input
- 7:35 Discussion
- Election Results
 - Transportation
 - Revenue and Expense Report
 - HSTEP update
- 8:00 Deliberations**
- **To see what action the Board will take regarding the administrations recommendations for teacher nominations**
 - **To see what action the Board will take regarding the 2018-2019 School Calendar**
 - **To see what action the Board will take regarding policy BCA – Board Member Code of Ethics**
 - **To see what action the Board will take regarding policy DFA - Investment**
- 8:30 Motion to adjourn

April, 2018

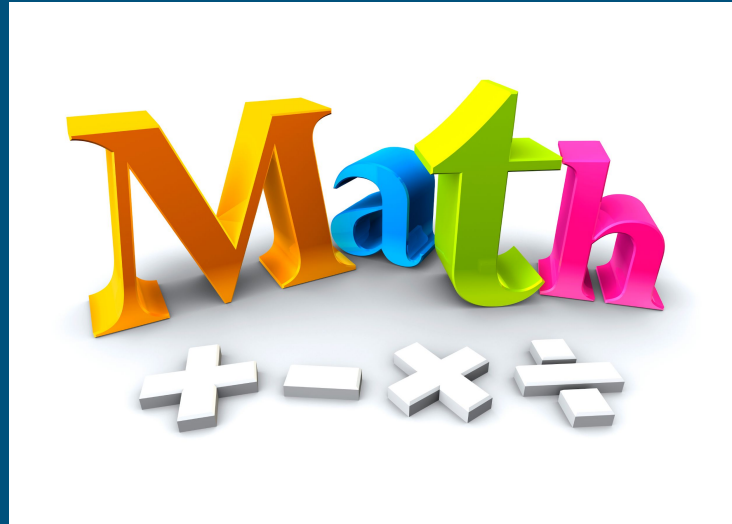
To: Hollis School Board
From: Andrew Corey, Superintendent
Re: Board Reorganization

At the reorganization meeting, the Superintendent/Assistant Superintendent conducts the meeting until a new Chairperson is elected.

As per previous conversations with our attorney, the following process will be utilized for the nomination and election of a Chairperson:

- Open the floor for nomination(s) of Chairperson
- Accept a nomination and ask for a second for each individual put forth
- Call for discussion – discuss each candidate
- Call for a vote
- If nomination fails to achieve a required majority, I will open the floor again and repeat the process.

We have been advised to handle one nomination at a time. During the discussion phase, a Board member is free to speak for or against the nomination and indicate if the nomination fails, they would nominate another specific individual. Once the Chairperson is elected, the Chairperson will take over the meeting and conduct the election of the Vice-Chairperson in the same manner.



Update on Changes to Come

Refining our Approach



Math Placement Test Revision

- Original Test:
 - Focus on ability to recall or replicate discrete skills
 - All students
- Revised Test:
 - Focus on logic and reasoning skills
 - “opt -in”
 - Very difficult!

Are we capturing all students who might be successful?

Time of Transition



- Spring 2018
 - Placement test for grade 6 into Compacted Grade 7
 - Placement test for grade 5 into Accelerated Grade 6
 - Spring 2019
 - Placement test for Grade 5 into Accelerated Grade 6
 - Recommendation for Grade 6 into Compacted Grade 7
 - New resources to support transition to enter the FY20 Budget Plan
-

New Math Placement Test

Five Sections: 15 minutes per section, given in same order

1. Quantitative Reasoning
 2. Number Sense & Equation Building
 3. Spatial Reasoning
 4. Problem Solving
 5. Reasoning with Venn Diagrams
- Intended to test “math ability” rather than prior exposure to specific content
 - Minimum required score determines entry rather than a percent of the class

New Math Placement Test

Quantitative Reasoning

- Select the option that makes this statement true

$$5 + 10 = \boxed{?} \times 3$$

<input type="text" value="12"/>	<input type="text" value="3"/>	<input type="text" value="7"/>	<input type="text" value="9"/>	<input type="text" value="5"/>
A	B	C	D	E

New Math Placement Test

Number Sense & Equation Building

- Select the fraction that comes next.

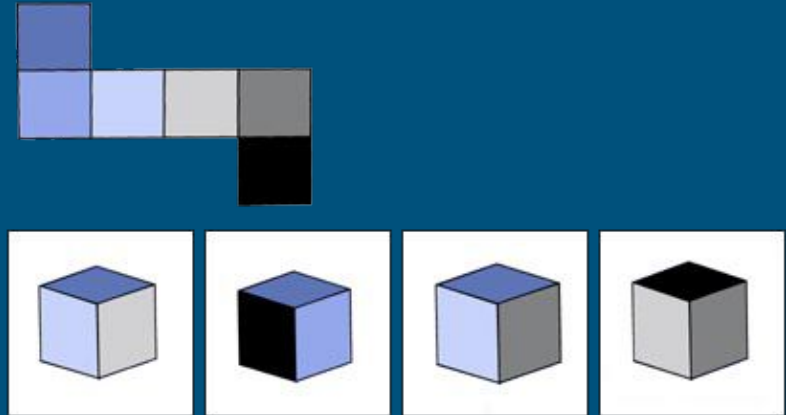
$6/3$ | $5/4$ | $4/5$ | $3/6$ | $2/7$ | ?

<input type="radio"/>	$1/2$
<input type="radio"/>	$1/3$
<input type="radio"/>	$3/9$
<input checked="" type="radio"/>	$1/8$

New Math Placement Test

Spatial Reasoning

- If the paper on top is folded into a cube, which cube would it form?



New Math Placement Test

Reasoning with Venn Diagrams

- Select the best response

Numbers divisible by 3

Product of 2 single-digit numbers

Odd numbers

A

B

C

D

46) In which region would you find the number 15?

A) A

B) B

C) C

D) D

E) None of the above

Continue Conversations...

- Revise and reinvent “*Compacted Grade 7 Math*”
- Revise and refine Algebra 1 in consult with Algebra 2 team
- Continue to reflect and refine

We do not learn from
experience... we learn
from reflecting on
experience.

- John Dewey

More to Develop...

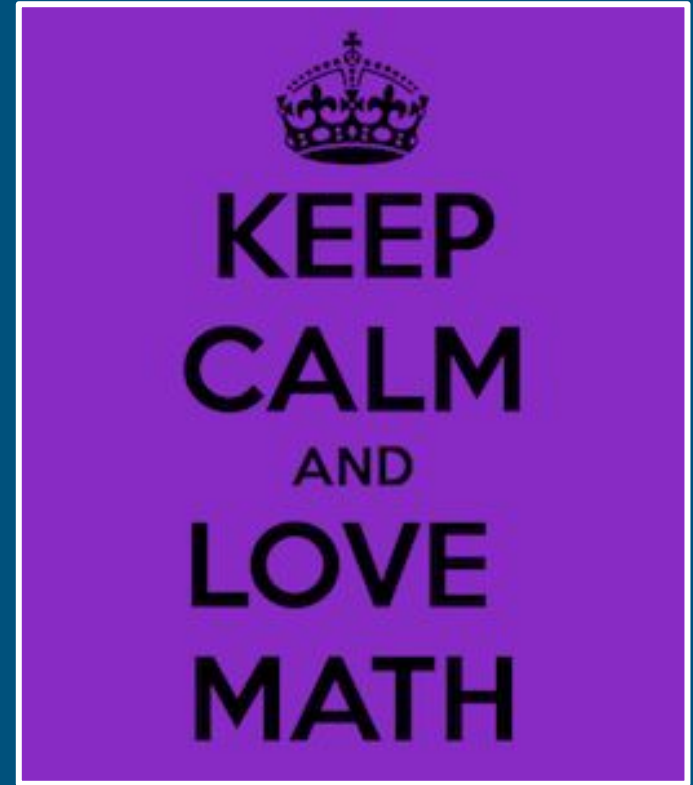
- Finalize Grade 6 Accelerated Math Curriculum
- Purchase resources for new course
- Draft curriculum for additional options for HBMS students
- Refine summer offerings
- Share with Grade 6 Parent Night and Boards
- Make the Math Placement Page live
 - FAQ's
 - Flow chart
 - "Opt-in" permission slip



Grade 6-12 Math Flow Chart



The key is continuing the conversation based on data to support student needs.



Hollis School District
Administrative Report
April 2018

Calendar, Events, Programs

- April 2nd - HPS - SAS State Testing begins for 3rd Graders
- April 2nd - April 6th - HPS Book Fair
- April 3rd - HUES - King Arthur Bread Assembly - Science and Community come together
- April 5th - HUES Annual Talent Show at HBHS, 6:00 pm (enjoy amazing talent)
- April 6th - HUES Cafeteria - PTA's Pizza Night to Kick Off Live Auction!
- April 7th - HUES Students - You Be the Chemist Competition, TBD
- April 9th - HUES Cafeteria - PTA's Science Fair, 6:00 pm
- April 13th - HUES DARE graduation for HUES 6th graders
- April 16th - HUES Halfway mark of Trimester 3 / Academic warnings sent home for all students at HUES with a C- or below average in any academic subject.
- April 20th - HUES and HPS Energy Convention Grade 4 and 3 Students

Enrollment for 2017/2018:

PK – 3's: 11	
PK – 4's: 9	Grade 3: 93
Grade K: 65 (-1)	Grade 4: 99 (-1)
Grade 1: 79	Grade 5: 126 (+2)
Grade 2: 91	Grade 6: 96

Building & Grounds:

- HUES:
 - HUES is excited about our DOE awards safety grant. With this grant, we will:
 - Update and expand our camera's to be able to monitor more areas at HUES
 - Install safety film on all inside doors
 - Install electronic keys on all outside doors
 - Update all inside doors with locking mechanisms that are quick and keyless
 - Upgrade the front door frame area
 - Install window shades on all inside doors
- HPS:
 - HPS is still in the approval process of our DOE safety grant, if accepted we will be able to replace all interior doors to be uniform and up-to-date with all fire and safety requirements.
 - We continue to prepare for the summer HSTEP work. To be proactive we are working closely with HUES for our summer programs and with staff to be sure we are safely packed and out in time for the projects to begin.

Staffing & Students:

- HPS - Please remember to follow us on Twitter @HollisPrimary to see what's happening!
- HPS - Thanks to our community, HPS was chosen to be visited by Recycled Percussion. The band held a positive assembly while showing off their amazing drumming skills. At the end staff competed in a 10 second dance off! It was such a positive way to start the week. Positive themes included - teamwork, be kind, and being respectful.

- HPS - Mrs. Cornell-Smith's class hosted the March All School Assembly focused on healthy choices and music in schools.
- HPS and HUES - The combined faculty meeting focused on getting to know each other better, and well as ways in which we can provide visitations (Pineapple Chart) between the schools to share and learn best practices.
- HPS - March's Biography Friday focused on Jacques Cousteau. All students listened to "Manfish" and learned about the Red Sea Village built to explore the world underworld. I think we have some explorers in the making!
- HPS - Thank you to Mrs. Cormier who invited parents in for a Kindergarten "Informance." This Informance shows parents a music lesson and teaches students about performing. It's a great way to introduce these skills.
- HUES - You Be the Chemist challenge had 9 participants this year and after all the NH qualifier competitions ~ we are able to send our top 5 students to compete with all the other top students to the NH competition on April 7th. Congrats to all who participated!
- HUES - Our National Geography Bee school champion had a qualifying score that allowed him to be invited to the State level championship, which will take place on April 6th in Keene. We are so excited for him!
- HUES/HPS hosted the TIGER group (Theatre Integrating Guidance Education and Responsibility) for an assembly about how to be there, help out, and choose to be kind for their friends. HUES followed this assembly up with student workshops for all grade 5 and 6 classrooms where the actors spent time with the students in a smaller setting going over scenarios and role playing situations.
- HUES - we continue to focus on safety drills with all of our students and staff. Homeland Security Audits/Visits continue to stress the importance of staff members knowing the procedures but also knowing they are empowered to make decisions, as every situation is different based on the situation. At HUES we practice "what if" situations to build routines and responses that are second nature to our staff. Students also practice but are taught that their job is to respond quickly and quietly to "in charge" adults during emergencies.

Hollis School District
Monthly Enrollment Breakout
April 2018

Grade	Class size Per District Policy	Number of classes	NESDEC Projections 17/18 SY	Number of students (3/28/2018)	Change from last report	Actual class Enrollments
Pre – K 3 year olds		1		11	0	11
Pre – K 4 year olds		1	22	9	0	9
Kindergarten		4	51	65	-1	16, 16, 16, 17
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	93	0	18, 18, 19, 19,19
HPS Totals		21 classes		348	-1	
Grade 4	23	5	101	99	-1	19, 20, 20, 20, 20
Grade 5	23	6	122	126	+2	20, 20, 21, 21, 21, 23
Grade 6	23	5	103	96	0	19, 19, 19, 19, 20
HUES Totals		16 classes		321		
HSD Totals		37 classes	628	669		

* 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 School District Expense Revenue Report

Hollis		Thru 03/27		INCLUDES 99 ACCTS	
Expense		Annual	YTD		
Function	Description	Budget	Expense	Encumbered	Q3 Balance Reason
1100	Regular Education	3,824,934.46	2,422,834.46	1,288,616.35	113,483.65 <Substitutes (20K), Science computers moved to 2200 (\$11K)
1200	Special Education	987,366.00	658,335.88	430,123.90	(101,093.78) <Additional Aides & SPED Contract services higher than normal
2100	Student Support Services	829,333.01	421,970.80	301,315.78	106,046.43 <SPED Speech lower than normal (\$48K)
2200	Instructional Staff Support	386,615.54	201,231.77	156,479.22	28,904.55 <Not all PD assigned
2300	School Board/SAU Assessment	579,227.00	353,262.55	120,161.80	105,802.65 <\$95K is Contingency
2400	School Administration	568,049.11	433,050.71	152,156.86	(17,158.46) <Increase in Copier Service agreements (\$10K), Secretary OT (\$3K)
2600	Facilities	865,024.65	640,269.39	198,558.82	26,196.44 <Heating Oil costs lower
	Water System (10.2600.411)	12,000.00	11,158.22	8,041.78	(7,200.00)
2700	Transportation	460,786.68	284,176.58	112,687.58	63,922.52 SPED In District - less than expected
2900	Benefits	2,503,567.55	1,619,223.09	887,118.69	(2,774.23) <Higher Health Costs - more family plans
4200	Building Improvements	-	24,986.50	-	(24,986.50) Cabling Project - 50% Erate funded (This is our portion)
5100	Bonds	326,015.00	-	324,387.49	1,627.51 HSTEP Lease payment
5200	Transfers	460,000.00	79,000.00	381,000.00	-
		11,802,919.00	7,149,499.95	4,360,648.27	292,770.78
	FY17 CarryOver	6,614.49	6,614.49	-	-
		11,809,533.49	7,156,114.44	4,360,648.27	292,770.78

Revenue		Budget	YTD Revenue	Expected	Q3 Balance
1100	Local Property Tax	9,867,623.54	7,550,000.00	2,317,623.54	-
3110	Adequacy Aid Grant/Tax State	1,008,055.46	692,474.00	315,581.46	-
3230	Catastrophic Aid	36,000.00	39,686.49	-	(3,686.49) <SPED Aid from Last year
21.3260	Food Service	3,000.00	-	3,000.00	-
	Federal				
22.4100-4539, 4570	Grants	170,000.00	20,535.79	149,464.21	-
21.4560	Food Service	34,000.00	8,461.00	25,539.00	-
4580	Medicaid	41,000.00	24,518.04	16,481.96	-
	Local				
1311, 1349	Tuition	22,000.00	14,640.00	7,360.00	-
21.1600-1699	Food Service Sales	174,000.00	135,463.48	38,536.52	-
1510, 1910, 1991	Other	13,600.00	15,035.55	-	(1,435.55) <Bank Interest
	Voter Trusts (FY18)	79,000.00	-	79,000.00	-
	Fund Balance to Reduce Taxes (FY 18)	506,640.00	-	506,640.00	-
	Retained Funds (FY18)	(152,000.00)	-	(152,000.00)	-
		11,802,919.00	8,500,814.35	3,307,226.69	(5,122.04)

Unreserved Fund Balance	\$ 297,893
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)	\$ 5,893

FYI - Received HSTEP Rebates of \$132K in Fund 23 acct

Hollis School District Calendar
2018-2019 DRAFT

AUGUST (2 days)

M	T	W	TH	F	
					All staff return on Aug. 27
X	X	X	30	31	August 30 - First Day for Students

SEPTEMBER (19 days)

M	T	W	TH	F	
XX	4	5	6	7	Sept 3 - Labor Day
10	11	12	13	14	
17	18	19	20	21	
24	25	26	27	28	

OCTOBER (22 days)

M	T	W	TH	F	
1	2	3	4	5	
XX	9	10	11	12	Oct 8 - No School Columbus Day
15	16	17	18	19	
22	23	24	25	26	
29	30	31			

NOVEMBER (17 days)

M	T	W	TH	F	
			1	2	
5	X	7	8	9	Nov 6 - Professional Day
XX	13	14	15	16	Nov 12 - No School Veterans Day
19	20	XX	XX	XX	Nov 21 - Teacher Professional Day
26	27	28	29	30	Nov 22 - 23 Thanksgiving Recess

DECEMBER (15 days)

M	T	W	TH	F	
3	4	5	6	7	
10	11	12	13	14	
17	18	19	20	21	
XX	XX	XX	XX	XX	Dec 24 - Jan 1 Holiday Vacation
XX					

JANUARY (21 days)

M	T	W	TH	F	
	XX	2	3	4	
7	8	9	10	11	
15	15	16	17	18	
XX	22	23	24	25	Jan 21 - Martin Luther King Jr. Day
28	29	30	31		

FEBRUARY (16 days)

M	T	W	TH	F	
				1	
4	5	6	7	8	
11	12	13	14	15	
18	19	20	21	22	
XX	XX	XX	XX		Feb 25 - Mar 1 Winter Vacation

MARCH (19 days)

M	T	W	TH	F	
				XX	
4	5	6	7	8	
11	X	13	14	15	Mar 12 - Professional Day
18	19	20	21	22	
25	26	27	28	29	

APRIL (17 days)

M	T	W	TH	F	
1	2	3	4	5	
8	9	10	11	12	
15	16	17	18	19	
XX	XX	XX	XX	XX	Apr 22 - Apr 26 Spring Vacation
29	30				

MAY (22 days)

M	T	W	TH	F	
		1	2	3	
6	7	8	9	10	
13	14	15	16	17	
20	21	22	23	24	
XX	28	29	30	31	May 27 - Memorial Day

JUNE (*8 days)

M	T	W	TH	F	
3	4	5	6	7	June 7 - Last Day of Preschool
10	11	12	13	14	
17	18	19	20	21	*June 19 - Last Day of School
24	25	26	27	28	*June 21 - Last Day for Teachers

Legend:

X - No School for Students
XX - No School for Students & Staff

Total student days 178

*All last days include five snow days

Dismissal:

HPS Carpool @ 2:55, Busses @ 3:05
HUES: Carpool @ 3:02, Busses @ 3:12

Marks Close:

Trimester 1:

Trimester 2:

Trimester 3:

Report Cards Issued:

Category R

BOARD MEMBER CODE OF ETHICS

The School Board will review and vote to adhere to the following “Board Member Code of Ethics” at the Board organizational meeting each year.

New Hampshire residents elected or appointed to local school boards serve their communities and our state in overseeing the most important function of all local and state government – public education. To that end, it is appropriate to constantly remind ourselves of a proper and appropriate “code of conduct” for local School Board members in performing this important service to our communities and the youth of New Hampshire. We therefore resolve to:

Assure the opportunity for high quality education for every student regardless of individual student differences;

Make all decisions and take all actions holding the well being of students of our schools as our fundamental guiding principle;

Ensure that our schools are in compliance with all national, state and local laws and regulations pertaining to education and public agencies;

Represent the entire community without fear or favor, while not using the position of School Board member for personal or financial gain or benefit to self;

Uphold the principles of due process and individual dignity, and protect the civil and human rights of all;

Adhere to the principles that the School Board shall confine its role to policymaking, planning and oversight while the Superintendent shall administer and manage our schools while implementing the policies of the board;

Act as part of an educational team with all staff members and the community with mutual respect and regard for each other’s respective responsibilities and duties;

Recognize that the strength of the Board is acting as a Board, not as individuals;

Maintain high standards as School Board members through continual self-assessment and professional development for ourselves;

Preserve the obligation of having all issues considered fairly and without bias;

Instill respect for community, family, honesty, fairness and for our state and nation.

Honor the spirit of the open meeting law, RSA [91-A](#):2. Board members will not have any discussions, including email, that affect policy or decision making outside of a Board meeting.

Adoption: May 13, 2004

Re-Adopted: April 5, 2017

DFA

Category P

INVESTMENT

The School Board authorizes the School District Treasurer working in conjunction with the Superintendent and his/her designee and pursuant to RSA 197:23-a to invest the funds of the District subject to the following objectives and standards of care.

OBJECTIVES

The three objectives of investment activities shall be safety, liquidity, and yield.

1. Safety of principal is the foremost objective in this policy. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital by mitigating credit and interest rate risk. This will be accomplished by limiting the type of the investments and institutions to those stipulated by statute and fully covered by FDIC insurance or collateral approved pursuant to applicable law.
2. Liquidity of the investment portfolio shall remain sufficient to meet all operating requirements that may be reasonably anticipated.
3. Yield. The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above.

STANDARDS OF CARE

1. Prudence. The standard of prudence to be used by the District Treasurer and Superintendent, or his/her designee involved in the investment process, shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. They are directed to use the GFOA* Recommended Practices and Policy Statements Related to Cash Management as a guide to the prudent investment of public funds.
2. Ethics and conflicts of interest. The School District Treasurer and Superintendent, or his/her designee involved in the investment process, shall refrain from personal business activity that could conflict with the proper execution and management of the investment program or that could impair their ability to make impartial decisions. Employees and Investment officials shall disclose any material interests in financial institutions with which they conduct business. They shall further disclose any personal financial institutions with which they conduct business. They shall also disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officials shall subordinate their personal investment transactions to those of the School District, particularly with regard to the timing of purchases and sales.

3. Internal Controls. The District Treasurer and Superintendent or his/her designee shall establish a system of internal controls which shall be documented in writing. The internal controls shall be reviewed periodically by the School Board and an independent auditor.

The Board will periodically review the investment policy.

Legal References:

RSA 197:23-a, Treasurer's Duties

RSA 383:22, Public Deposit Investment Pool

Appendix: DFA-R

Revised: July 1998, November 1999, March 2004

Revised: February 2008

1st Reading: December 12, 2012

2nd Reading: August 14, 2013

3rd Reading: August 14, 2013 (waived)

Adopted: August 14, 2013

Adopted: April 9, 2015

Adopted: April 6, 2016

Adopted: April 5, 2017 (as amended)