

Hollis School Board
Wednesday, June 6, 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 Agenda Adjustments
Approve Meeting Minutes
Nominations/Resignations/Correspondence
- 6:15 Public Input
- 6:25 Discussion
- Revenue and Expense Report
 - Budcom Update – Board Member Fareed
 - HSTEP status update – Sprinkler System
 - Transportation
- 6:45 Public Hearing – Maintenance Trust Fund request
- 7:00 Principal’s Report
- Update Google Classroom – First Grade Pilot
 - End of Year Review – Hollis Administration
- 7:45 **Deliberations**
- **To see what action the Board will take with regard to granting the Superintendent the ability to hire, accept resignations, and terminate staff during the summer months.**
 - **To see what action the Board will take with regard to the Business Administrators’ recommendations for the expenditure of maintenance trust funds.**
 - **To see what action the Board will take with regard to the Business Administrator’s proposal for accepting the infrastructure grant.**
- 8:00 Motion to adjourn

Hollis School District
Expense Revenue Report

Hollis		Thru 05/29			
Expense Function	Description	Annual Budget	YTD Expense	Encumbered	Balance
					<i>Reason</i>
					<i>Some grant funding for teachers, Lower supply costs & and under used substitutes</i>
1100	Regular Education	3,824,934.46	2,992,560.30	738,104.00	94,270.16
1200	Special Education	987,366.00	833,496.73	176,660.09	(22,790.82)
					<i><Additional Aides & SPED Contract services higher than normal <SPED Speech & Vision services lower than normal (\$42K), & savings with OT (\$30K)</i>
2100	Student Support Services	829,333.01	556,137.07	185,982.93	87,213.01
2200	Instructional Staff Support	386,615.54	237,428.72	72,960.91	76,225.91
2300	School Board/SAU Assessment	579,227.00	432,645.57	37,368.97	109,212.46
2400	School Administration	568,049.11	507,284.65	69,646.67	(8,882.21)
2600	Facilities	865,024.65	762,143.79	93,561.90	9,318.96
	Water System (10.2600.411)	12,000.00	13,632.29	4,228.60	(5,860.89)
2700	Transportation	460,786.68	357,995.49	32,563.24	70,227.95
2900	Benefits	2,503,567.55	1,986,891.94	514,557.87	2,117.74
					<i><Insurance Opt Out not all budgeted qualify now & FICA lower Cabling Project - 50% Erate funded (This is our portion); door project consulting</i>
4200	Building Improvements	-	24,986.50	19,995.00	(44,981.50)
5100	Bonds	326,015.00	-	324,387.49	1,627.51
5200	Transfers	460,000.00	79,000.00	381,000.00	-
		11,802,919.00	8,784,203.05	2,651,017.67	367,698.28
	FY17 CarryOver	3,221.00	6,614.49	-	(3,393.49)
		11,806,140.00	8,790,817.54	2,651,017.67	364,304.79

Revenue		Budget	YTD Revenue	Expected	Balance
1100	Local Property Tax	9,867,623.54	9,110,000.00	757,623.54	(0.00)
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)
21.3260	Food Service	3,000.00	3,106.23	-	(106.23)
	Federal		-		
22.4100-4539, 4570	Grants	170,000.00	75,998.01	94,001.99	-
21.4560	Food Service	34,000.00	22,208.12	11,791.88	-
4580	Medicaid	41,000.00	35,513.85	5,486.15	-
	Local		-		
1311, 1349	Tuition	22,000.00	19,920.00	2,080.00	-
21.1600-1699	Food Service Sales	174,000.00	173,003.25	996.75	-
1510, 1910, 1991	Other	13,600.00	15,869.75		(2,269.75)
	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	10,503,361.16	1,305,620.31	(6,062.47)

Unreserved Fund Balance	370,367.26
Actuals	
Less Maintenance Trust	90,000.00
Less Water System Exp Trust	50,000.00
Less Retained Fund Balance	152,000.00
Fund Balance to Reduce Taxes (FY19)	78,367.26

Hollis School District
Expendable Trust: Public Hearing
June 6, 2018

Hollis School Buildings Expendable Trust

Background

Principals Paula Izbicki and Candi Fowler identified several needed repairs/improvements for their respective buildings during the budget process. At the 2017 Budget Hearing, the Hollis Budget Committee recommended along with the Hollis School Board that the funding source for these particular items be the Hollis School Building Expendable Trust.

H-STEP

The construction management firm, Structure Tone, will again be consulted to decide how, when and if these projects can be scheduled this summer so as not to interfere with the H-STEP work.

FY19 Requested Items/Estimated Cost

HUES	Hallway Flooring	\$ 10,000
	Freezer Condensing Unit	\$ 7,250
	Stair Treads	\$ 9,000
	Playground Surface Update	\$ 25,000 (\$50,000)
HPS	Playground Maintenance	\$ 7,200
	Playground Equipment	\$ 14,000
	Door Replacement	\$ 27,550
	Total	\$100,000

Hollis School Building Expendable Trust

Current Balance:	\$ 91,451
To be add in FY19:	\$ 90,000
FY19 Expenditures:	<u>\$100,000</u>
Resulting Balance:	\$ 81,451

HPS Playground Maintenance – Total replacement for broken bumper ladder, one trailer load of playground covering, spread, and groom existing (\$6955.10)

HPS Playground Equipment – Preschool Structure, this structure is to replace equipment that needed to be removed per Primex. The structure is age appropriate and provides much needed shade in the playground area.

HPS Door Replacement – This will be the district’s portion of the \$125,000 State Public School Infrastructure grant. The grant funding will replace many of the interior doors within HPS that, along with the HSTEP projects, will result in energy savings and increased safety and security.

HUES Hallway Flooring – This is the cost of replacing the flooring tiles on the lowest level of the HUES building. The flooring tiles have been replaced as they have cracked over the years and we are getting to the point where there are just too many old worn broken tiles for us to replace.

HUES Freezer Condensing Unit – The current condensing unit has failed on several occasions. Many times this has resulted in having to replace the contents of the freezer. Repairs are becoming more and more frequent and costly.

HUES Stair Treads – This is the cost of replacing the main staircase (off the foyer) stair treads. They are very old and worn - making them slippery instead of preventing slipping as they were designed to do. We would like to replace all of the treads from the top floor to the bottom. At this time, the other two stairway treads are in better shape and do not need replacing.

HUES Playground Surface - Phase 1 – The pea stone on the HUES playground has been questioned by our insurance company for safety purposes. By using pea stone we open ourselves up to claims for injuries that Primex may not cover. HUES would like to use rubber “mulch” as the pea stone replacement as it has the safety certification recommended to ensure insurance coverage. The total cost is \$50,000 to redo the playground surface at HUES. HUES would like to request that the Board approves Phase I coverage and allow the funds to remain in the Expendable Trust until FY20. In FY20 Phase II, another \$25,000, will be requested and, if approved, will allow total replacement in the summer of 2019.

SAU Building Expendable Trust

Background

The three most pressing needs for the SAU property are:

- Heating and Cooling-Finish the second year of the two year project (FY19)
- Parking lot sealing (FY19)
- Security upgrades (Planned for FY20 and FY21)

FY19 Requested Items/Estimated Cost

1. Heating/Cooling: Estimated Cost: \$20,485

Install ductless heat pumps – 3 for the second floor and one for the first floor

- Removes the annual need for window A/C removal and installation
- Reduces electrical costs
- Improves heating and cooling efficiencies

2. Parking lot sealing: Estimated Cost: \$6,000

- Parking lot is showing signs of cracking and crumbling

SAU Building Expendable Trust

Current Balance:	\$ 46,356
To be added in FY19:	\$ 18,970
FY19 Expenditures:	\$ <u>26,485</u> (Heating/Cooling Solution)
Resulting Balance:	\$ 38,841

The SAU Sub-Committee will evaluate all future requests to include those earmarked for FY20 and FY21.

Hollis School District
Administrative Report
June 2018

Calendar, Events, Programs

- HPS - June 6th - 3rd Grade Concert for Parents 2:00PM
- HUES - June 6th - 6th Grade and Specialist Team Celebration of Learning
- HPS - June 7th - 3rd Grade Concert for Grandparents 9:00AM
- HUES - June 7th - 4th Grade Celebration of Learning 2:00pm
- HPS - June 8th - Field Day ALI Day (Rain Date June 11th)
- HUES - June 8th - 5th Grade Celebration of Learning 1:00pm
- HUES - June 8th - Strings Concert at HUES 7:00pm
- 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
- HUES - June 15th - 6th Grade Promotion Ceremony 10:00am

Enrollment for 2017/2018:

PK – 3's: 12

PK – 4's: 9

Grade K: 67

Grade 1: 79

Grade 2: 91

Grade 3: 94

Grade 4: 99

Grade 5: 127

Grade 6: 96

Building & Grounds:

- HUES:
 - Landscaping has been completed in the front and we are working on grass for the side of the building
 - We are reworking schedules to ensure a full complement of cleaning hours for our building
 - Plans for HPS ESY at HUES this summer are underway and may require some equipment movement
- HPS:
 - Tick Treatment has been completed on the playground.
 - Some landscaping has been completed out front, we are adding another speed bump in the carpool lane which will be in shortly.
 - Mr. Stohl and I continue to work closely with the SAU to make sure we are ready to go for the summer HSTEP work.

Staffing & Students:

- HPS - Students at HPS had a week of giving back. Each grade level chose an organization to donate to; places like the Nashua Soup Kitchen, the Stork Project, and Animal Ambassadors, were a few who benefitted from the give back week.
- HPS - After the Wellness project of "Spreading Kindness" took place, HPS has been spreading out handmade flowers around town. Some recipients of these flowers were the SAU, The Middle School, Hollis Pharmacy, Monument Square, and the Rotary Club.

- HPS - Mr. Ashley's 2nd grade class celebrated Memorial Day by holding the All School Town Meeting and reciting the poem, "In Flanders Fields."
- HUES/HPS - We are looking forward to a great field day and thank our volunteers in advance for helping us continue this tradition
- HUES - Our student council has been planning a grade 6 BBQ to celebrate our 6th graders and their achievements over the 3 years they've been at HUES
- SOAR (Service-Oriented Activity Reflections) projects are coming together and we have several 6th grade students who will be promoted with distinction for their community service hours.

Hollis School District
Monthly Enrollment Breakout
June 2018

Grade	Class size Per District Policy	Number of classes	NESDEC Projections 17/18 SY	Number of students (5/30/18)	Change from last report	Actual class Enrollments
Pre – K 3 year olds		1		12	0	12
Pre – K 4 year olds		1	22	9	0	9
Kindergarten		4	51	67	0	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	0	18, 19, 19, 19,19
HPS Totals		21 classes		352	0	
Grade 4	23	5	101	99	0	19, 20, 20, 20, 20
Grade 5	23	6	122	127	0	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

GOOGLE CLASSROOM PILOT

Mrs. Goldthwaite's First Grade Class 2017-2018

PROPOSAL OBJECTIVES

- ★ To use technology to enhance targeted instruction for individual students and small groups by creating and assigning differentiated activities using Google Classroom.
- ★ To engage students in meaningful content-driven activities during my Workshop Model during reading, writing and math instruction.
- ★ Assist students in developing as independent problem-solvers and learning a wide range of computer skills.

WHAT DID IT LOOK LIKE IN THE BEGINNING

Practice learning how to independently:

- ★ Log in and log out
- ★ Find an assignment
- ★ Submit an assignment when done

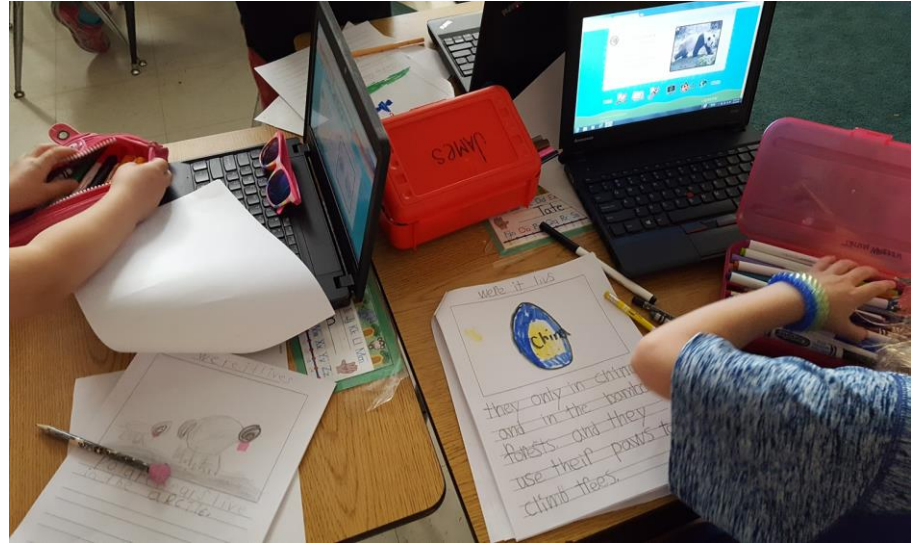


WHAT DID IT BECOME?

- ★ Differentiated morning work.
- ★ A quick and easy way to access and publish projects.
- ★ A digital journal for students to communicate with their teacher.
- ★ A way to access research
- ★ **A CHOICE!**



HOW WAS IT USED?



Research to Support
Informational Writing

An option for publishing
game directions.

CONTINUED ...



5/27/10
Over the weekend I lost my tooth. I went to old navy and five blow
And I got a washwini and I got new close.

I feel like you LOVE to shop. Elka I need to spend a weekend with you
Congrats on your tooth.

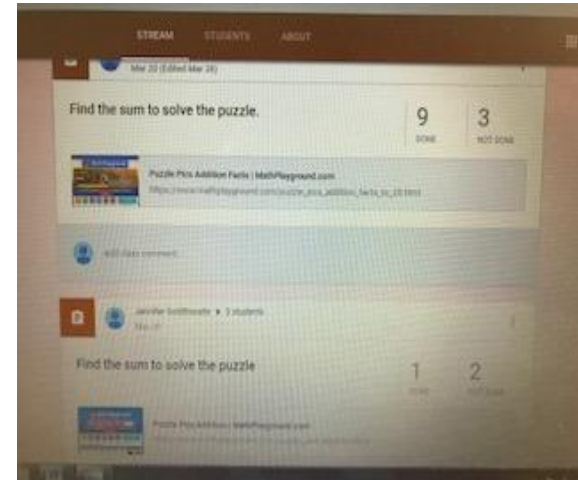
5/24/10
Over the weekend I got the stomick bug and I got mostrhiye dolls. I had
a donute.

Oh no! I am so sorry you got the stomach bug. That's the worst! My
niece used to LOVE Monster High Dolls.

5/22/10 Over the weekend I had a game and my brubers game to and I
went to the playground we lost.

**Journal to communicate
with teacher**

**Differentiated
Morning Work**



SUCCESSSES

★ “This is a classroom within a classroom.”

★ “When are we using this again?”

★ “Submit is like our finished
Basket.”



REFLECTION AND LOOKING FORWARD

- ★ Initial support to get started
- ★ Late start
- ★ Not used in workshop model (yet)
- ★ Internet permission

SO WHAT DID THE STUDENTS THINK ABOUT IT?

Google classroom is...

“Fun because we get to learn new things”-EF

“Fun and we get to do fun research”-TW

“Cool because adults use it.”-JT

“Fun because you get to do math puzzles.”-CD

“Amazing because we got to do morning work on it.” -MN

“Fun because we can learn how to log into it and do over the weekend and over the vacation”-HB

Reflect and Refine

Hollis School District
2017 - 2018 Reflecting on the Year



The Hollis Administration Team

Nicole Tomaselli - Curriculum and Assessment Administrator

Colleen Micavich - Special Education Administrator

Candice Fowler - HUES Principal

Paula Izbicki - HPS Principal

The Vision:

The vision of **Hollis School District** staff is to work collaboratively to ensure (encourage, nurture, advance, promote, stimulate) academic growth and develop a passion for community, learning and the life skills for: (1) independent learning, (2) social, and (3) emotional success in students.

Strategic Plan for SAU 41

- Goal 1:** SAU 41 will strive to continuously improve each student's level of achievement and growth.
- Goal 2:** SAU 41 will recruit, recognize, and develop the most effective personnel.
- Goal 3:** SAU 41 will utilize appropriate technology to enhance student achievement and improve operational efficiency.
- Goal 4:** SAU 41 will develop and implement consistent practices for teaching grade-appropriate 21st century learning skills.
- Goal 5:** SAU 41 will manage and keep in good repair its physical assets in order to optimize student learning.

Looking at our school year in Trimesters

Treb Day
Royal Respects
Lay out school rules by 3rd
Grade Students - Respect
Yourself, Respect Others,
Respect Property

One Book One School
Movie Event ~ Wonder
Kindness/Appreciation Notes
HAWK Awards

Fall

Senior Citizen Day
Land of Giving Wellness
Activity
One Book One School -
The Marvelous Thing that
Came from a Spring

Choose Kind Bracelets
Pledges for Kindness
HAWK Awards

Winter

Spread Kindness
Week of Give Back
TIGER Presentation
Recycled Percussion

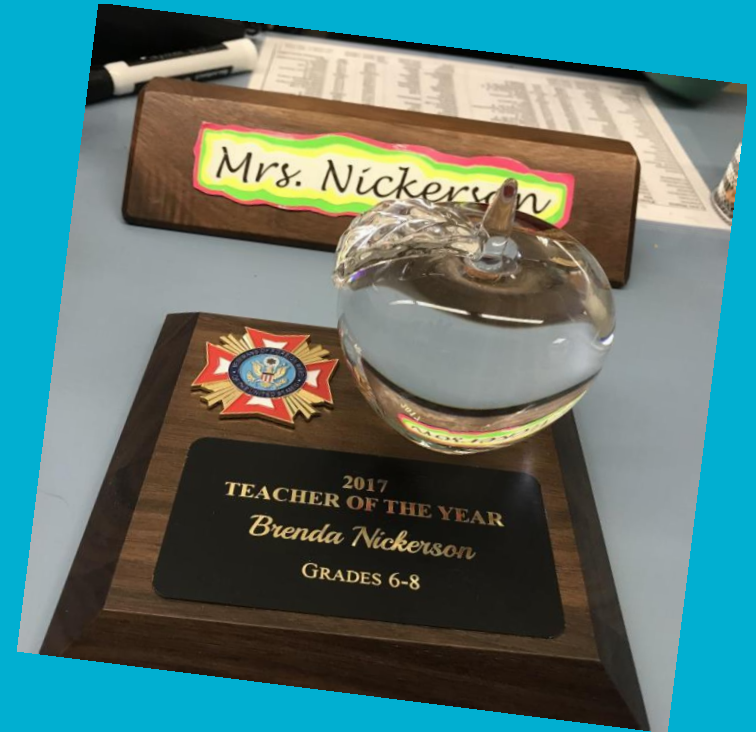
TIGER Presentation
Bake for Good Assembly
SOAR recognition
HAWK Awards
Energy Convention 4th to
3rd

Spring

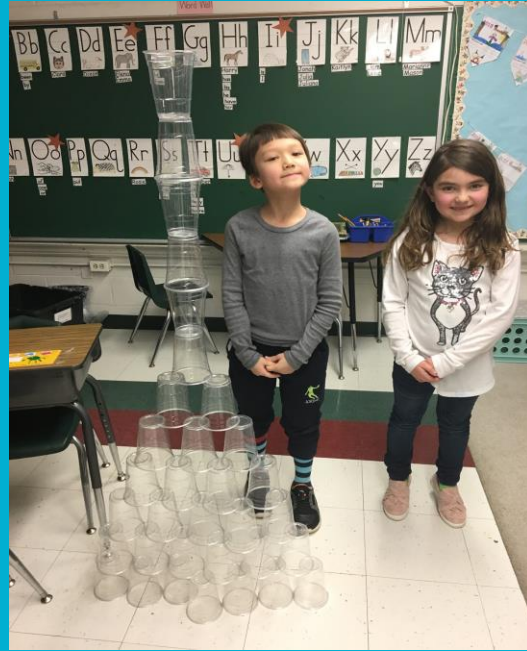
School Events



School Events



School Events:



Staffing Update:

Strategic Goal 2

- HPS - New Math and Environmental Science Teacher - TBD
- HPS - Christina Remick new regular education paraprofessional in Kindergarten
- HPS - Jolynn Catanuso new special education paraprofessional in preschool
- HUES - Mrs. Miller will be moving from grade 5 to grade 6

The Hollis School District's Goals for 17-18

Academic Goal

Leadership Goal

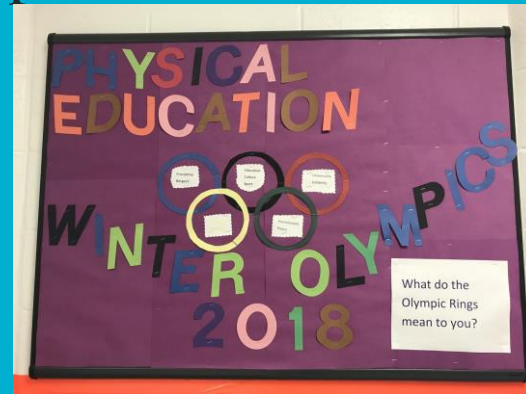
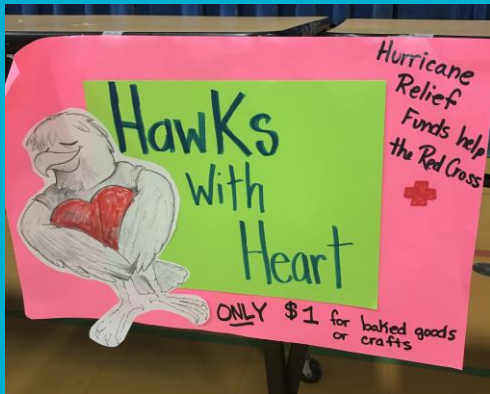
Instructional Teaching Goal

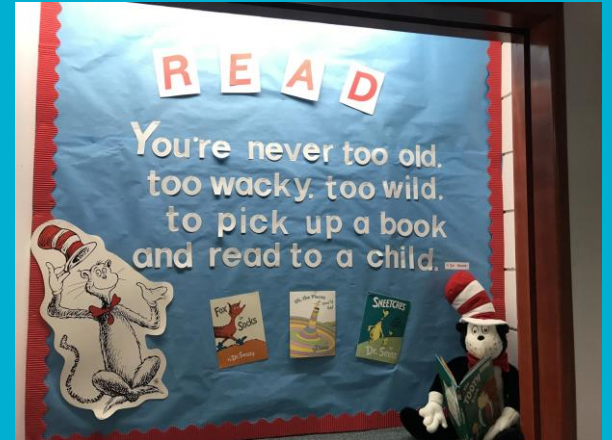
Social/Emotional Learning Goal

Teaching Goal:

Strategic Goal 4

Teaching: Teachers will develop and implement best practices to grow critical thinking learning opportunities for students as evidenced by teacher goals, observational walkthroughs, lessons, and performance tasks.





Leadership Goal:

Strategic Goal 1

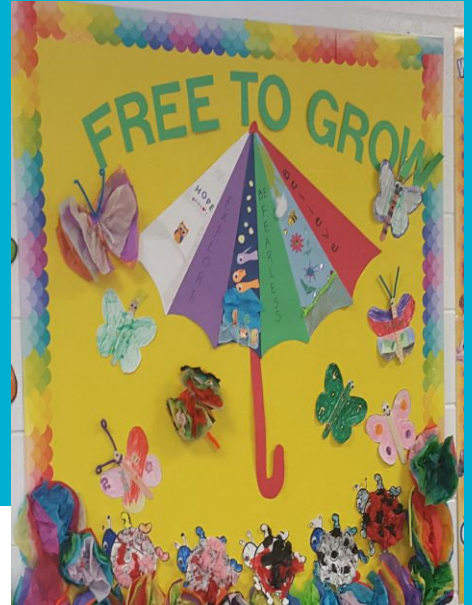
Leadership: To build educational teams who value growth mindset, collaboration, communication, and think critically to curate personalized learning opportunities through Professional Learning Communities (PLC).

**Collaboration, Teamwork, Student Focus,
Growth Mindset, Culture, Ability to take Risk!**

Learning Opportunities:



Personalized Learning!



Collaborative Learning Opportunities:



Personalized Learning!



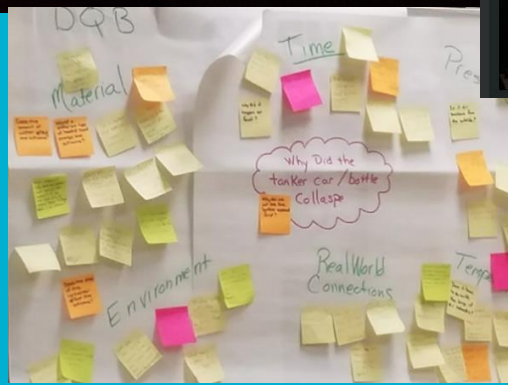
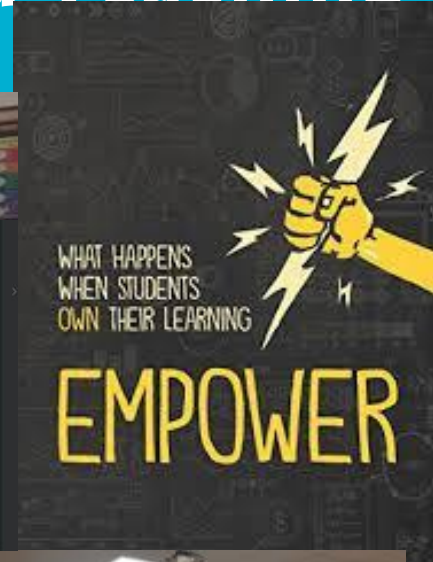
Academic Goal:

Strategic Goals 1, 3, 4

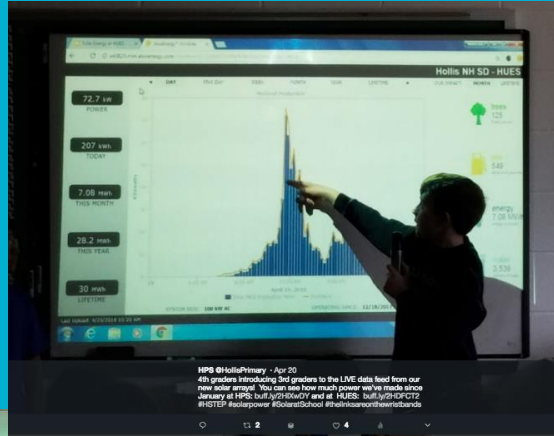
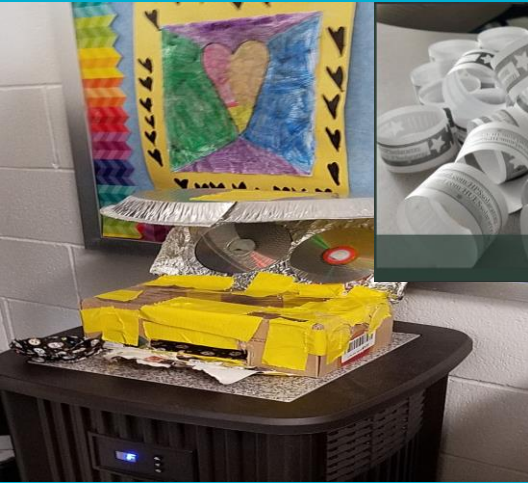
Academic: Teachers will develop, refine, and utilize responsive lesson planning practices to personalize/differentiate learning to meet the needs of all learners.

Professional Development that Inspires Personalized Teaching

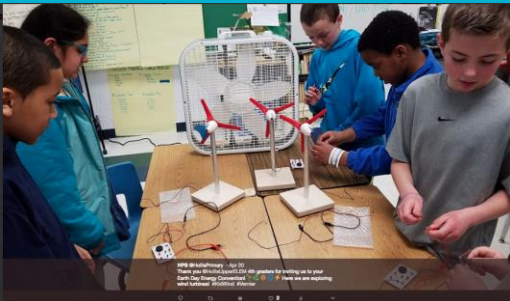
“
Teachers have three loves:
love of learning, love
of learners, and the love
of bringing the first two
loves together.
SCOTT HAYDEN



4th Grade Earth Day Energy Convention



HPS @HollisPrimary · Apr 20
4th graders introducing 3rd graders to the LIVE data feed from our new solar array. You can see how much power we've made since January at HPS: [buffy@2HollisVJ](#) and at HUES: [buffy@2HollisCT2](#) #GETUPforpower #ElectricPower #RenewableEnergy



HPS @HollisPrimary · Apr 20
Thank you @HollisUpperELEM 4th graders for inviting us to your Earth Day Energy Convention! 🌱🌞🌍 Here we are exploring wind turbines! #KidWind #Vernier

Giving students
access to content
both in the field
and by bringing
experts in



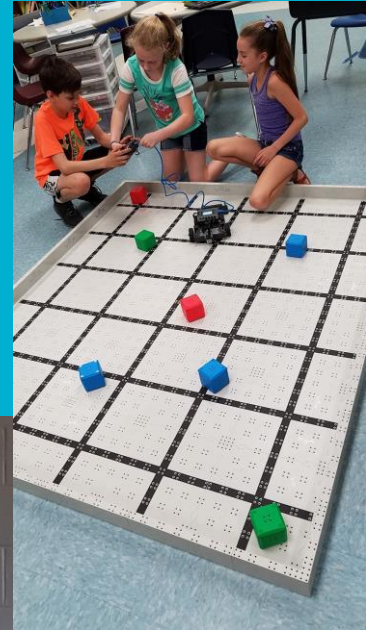
Personalizing Instruction with Smaller Groups & Performance Tasks



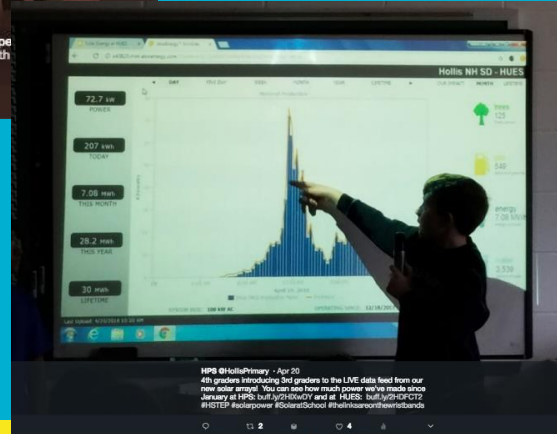
HPS @HollisPrimary · Apr 23
Our 3rd graders used fractions to adjust a recipe and bake a LOT of



HPS @HollisPrimary · Apr 23



a recipe
onmath



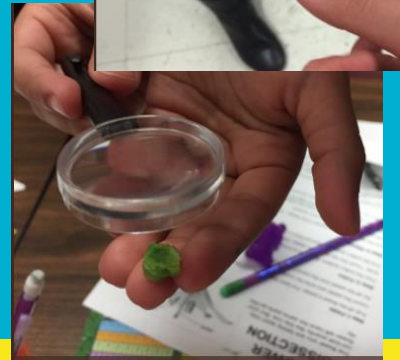
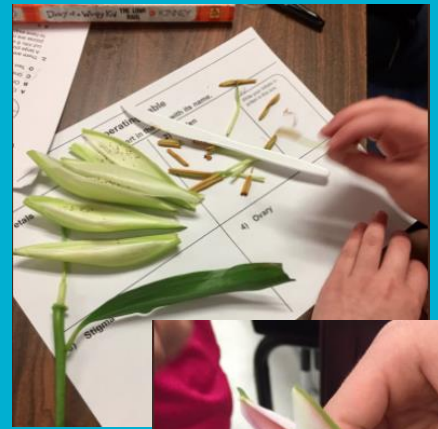
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4th graders introducing 3rd graders to the LIVE data feed from our new solar array! You can see how much power we're using since January at HPS: [buffy@HollisNY](#) and at HUES: [buffy@HollisNY](#) @HOLLISPOWER @HollisSchool #realtimepower#renewables

Multi-age Learning



HPS @HollisPrimary - Apr 20
Thank you @HollisUpperELEM 4th graders for inviting us to your
Earth Day Energy Convention! 🌱⚡️

Balance



Social/Emotional Learning:

Strategic Goals 1, 4

Learning: Work with Department of Education resources to begin building and embedding social/emotional programming that will continue to focus on developing students abilities to be: problem-solvers, resilient, independent, tolerant, as well as to be able to persevere through difficulty/failure, have an optimistic view and to have a growth mindset as learners.

Social Emotional Learning Evolving Work

Administrators & DOE facilitator Mary Steady- Fall of 2017

Extensive PD: ASCD Conference, 6 full day trainings with SERESC

Formation of SEL team of volunteers

Make-up of team

Goals of team

Where we are and plan to head



Special Education Overview

Year of compliance and paperwork....

Fall of 2018 meetings

December Compliance Meeting

Follow up by March

Next Steps



Hollis School District Leading the Way:

Strategic Goal 4

- Building Your Formative Assessment Practice - NWEA facilitators
- Learning Walk Training - NWEA facilitators
- Mrs. Proulx and Mrs. Currier - Mass Cue and Christa McAuliffe Technology Conference
- Mrs. Izbicki and Mrs. Tomaselli - National Principals Conference and Christa McAuliffe Technology Conference
- HPS - Hosting school leadership teams from Oyster River Elementary Schools & Groton-Dunstable to learn about our Learning Commons, Makerspace, & our process for Personalized Learning
- HUES teachers Karen Kelley and Sue Caron along with Principal Candi Fowler - FUSION Conference - Summer 2018

Summer Work:

Strategic Goal 5



Hopes and Goals Looking Forward:

- Send new members of the Hollis School District to a PLC workshop to strengthen the vision, goals, and mindset of our work.
- Internally build consistent best practices with a focus on collaboration and cooperation, empower our vertical Collaboration Committee to lead & share
- Cultivate multi-age learning opportunities for our students
- Build stronger relationships with our students through social/emotional best practices
- Continue to build a Prek - 6 team and vision
- Continue to align reading instruction between buildings
- Build in enriching activities for special education students like “Rock Band”
- Work with the district SEL team to incorporate SEL into the district in a meaningful and consistent way

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