

Enrollment Committee Meeting 6/4/24, 3:15pm-4:00pm at HPS

MEMBERS PRESENT:

Anne Wake-DePasquale, HSB Committee Chair
Andrew Corey, Superintendent
Paula Izbicki, HPS Principal
Alana Cote, HPS PreK
Ellen Roos-Unger, HPS Teacher
Julia Piskorski, HPS/HUES Parent Representative
Amy Kellner, Community Member
Mike Leavitt, Hollis Budget Committee Representative

MEMBERS ABSENT:

Stephanie Sayer, HPS Senior Secretary
Raphael Zack, HSB Enrollment Alternate Representative and Hollis BudCom

AGENDA and MINUTES

I. Overview of Agenda

A. Introduce Dave Ely (Mr. Corey)

1. Dave has been with the district for a number of years and worked on an array of projects with the school (architect most recently on the bathroom renovations). He is very familiar with the building plans and surrounding land (i.e. septic, cistern, wetlands, etc.)

II. Discussion with Dave

A. Problems and Solutions Chart

1. **Building a Structure for a Gym with Additional Flex Spaces** (i.e. classrooms, office space, storage)
2. **Renovating the existing building** (to improve storage, office space and/or library space)
3. **Considerations:** parking, classroom needs in the near future (FY28) and long term (NESDEC FY24 Enrollment Projection Report), specific needs for preschool classrooms, K-1, and intensive needs accommodations

Discussion Notes:

Paula: We have many needs for a new building and/or renovation to the current building.

Paula and Dave most recently discussed front office renovations for the SAFE Grant.

Currently, we are looking at the renovations of the library in an effort to reorganize classrooms by grade level.

Summary of needs:

- Storage needs (not even one closet per grade for storage)
- Classrooms are not consistent making it difficult to move room to room

- Library is going to be much smaller which will be a large adjustment for students and staff
- Space where library is going is ok for now, but not long term (not just library, also tech space)
- Gym is always an issue... sharing with cafeteria is difficult for scheduling. Washing/drying/setting up etc is a constant issue and disruptive
- Kids in gym during PE is unsafe due to space constraints
- Increase in enrollment will need more space in general
- Paula's question... do we need more classrooms or more space for specialists? Are we currently using the space where we are most functionally used? Space in K wing (in between the rooms) is currently unused space (will be used next year) that could/should be maximized
- All office space is still single office space, but they are servicing students 2-3 kids at a time (talking about offices in K wing)--is there a way to combine these offices with the open space and reimagine possibilities?
- How much more space will we need in future years? Use of first floor for prek, k, 1st grade
- Front office space renovation has already been discussed
 - Can any offices be in a separate building to help with storage area and/or free up classrooms that are currently being used as offices?

Dave: if we piece everything all together, that is not ideal. He would like to look at what we can do this year, next year so on. Population projections will be a big piece that is helpful and necessary. Project needs to move at the right direction and at the right speed.

Anne: projected student numbers are +21 students from the projections

Paula: level ground classroom needs are a big concern. Looking at moving OT, for example, does not help bc of floor level needs

Dave: needs to know exactly what needs are needed

Anne: FY 28 we need at least 1 more classroom; increase of enrollment is an increase everywhere: parking spaces, special needs, accommodations, lunches, traffic patterns, etc.

- First priority was met by finding classroom space for 24/25 school year
- What is next priority? Gym space? Timeline for proposing to build/renovate etc.
- How do we squeeze in building while children are in school? Summer time is not enough for new building/renovations

Paula: What land around us can be built and what cannot be built on?

Anne: Moving a playground would be ok from the committee standpoint (moving to leechfield)

Dave: he does have the most up to date floorplans to work from (question from Ellen); roof plans, ceiling fans etc.

Ellen: due to age of building, there are often "issues" that we find when we start a project

Dave: - happy to engage with civil engineers to see what we have available around us to use; wants to look at big pictures

Anne: "extra land" of 7 acres that was purchased in case of enrollment increases (field area behind the SAU office)- that property should be available as it is part of the Hollis District.

Amy: we should consider space for the SAU administration (Dave: we have a new plan drafted and ready to go)... maybe we can combine with this project?

Dave: PreK/Kindergarten... do not need to be attached to this building. (Alana/Paula: but there are considerations that make that difficult... nurse, lunch, specialists, service providers etc).

Paula: asking Dave to look at a plan for future needs

Dave: will create a draft of a Master Plan to present in August that will consider needs for 20+ years, providing longevity to the project.

III. Closing

- A. Moving forward: Committee Participation
- B. Wednesday meetings
- C. Summer Communication

Next steps/Summer

*we will be asking for board to reauthorize enrollment committee through next budget year

Wednesday for meetings going forward? Wednesdays are busy... staff meetings, board meetings... booking out for planning purposes (**NEXT MEETING: 8/21 at 3:15pm**)

***Email Anne to let her know if you want to continue on the committee**

Is Paula ready for classroom renovations? Yes, she knows where everyone is going and budget process has begun to get walls up in library, ramp etc. Changes will be going in front of the board tomorrow night.

Dave will be at our next meeting to discuss his progress. Meeting done at 4pm.