



School Administrative Unit #41

Hollis, Brookline & Hollis Brookline Cooperative School Districts

603 324 5999

4 Lund Lane, Hollis, NH 03049

Joint Loss Management Committee

November 18, 2025

9:00AM

RMMS

Room 26 - Environmental Science

Minutes

Members in Attendance: Sandy Van Sciver, Ben Gidman, Robert Fisher, Andrea Hatch, Candi Fowler, Carrie Marsh, Emmie White, James Beach, Lance Finamore, Thomas Bender, Dan Molinari, Ben Arria, Patrick West

The meeting began at 9:03am.

1. RMMS Safety Inspection

- a. We will be traveling as a team with team members focused on specific standards
- b. Principal should announce that committee is in the building today as appropriate
- c. Materials and plan to walkthrough shared at meeting, please be on time so we can get started right away
- d. Remember to put in AESOP for School Related Business time to ensure you have a sub if needed

The group started the meeting by walking around RMMS and inspecting the safety standards of each room. They kept a detailed list of any infractions to record for record keeping. A summation of these findings will be compiled in a succinct chart following the meeting and will be available at the SAU Central Office.

2. Debrief Safety Inspection

- a. Quick share out
- b. Next Steps
- c. Location for next meeting - January 21st - HPS - Conference Room

At 9:40am, they returned and discussed their findings. Room by room, the group discussed any infractions they saw and had brief discussions about what the District can do to quickly remedy the small things. There was also discussion about what popular items the District can provide that meet compliance (rugs, rocking chairs, etc.). Similar problems continued to arise: missing room numbers on windows, ceiling tiles that need to be replaced, improper furniture security, unsafe storage practices, etc.

3. Committee Members - Paula

- a. Welcome Jake Hess - HBHS Principal



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- b. All committee slots have been filled!

Carrie shared that she was pleased to have a full team.

4. Accident/Safety Reports - Jenn/Carrie

- a. Read attachment prior to meeting
- b. [Report Link](#), [Report Link \(2\)](#)

Carrie shared that there was a significant drop in student on staff violence. Only two staff injuries are connected to students which is a major improvement.

5. Sub-Committee Reports and Goal Update

- a. SAU-Wide USDA Wellness Committee (Nutrition/Exercise Focus) – Amy
- b. Health & Safety Committee – Dan
- c. Maps - Ben
- d. Manual - Lance, Sandy, Carrie

Very few reports were made on these points. The District is in really good shape on all four fronts. Goals are being met and are projected to be completed by the end of the school year.

6. Training Report - Carrie

- a. Improvements from the last report
- b. Do we have a final due date in mind?

SAU41 did not achieve the 95% goal by October 1st (only at 91.5%), but by the date of this meeting, the District had met that goal. CSDA has the most work to do, but only 8 staff members are missing there, so, overall, it is a very high completion rate despite being “behind”.

Carrie also shared that food service providers have a few extra modules to complete. Those staff members will read as noncompliant, but that is not the case.

19 total staff members are missing full training district-wide, but most are new hires. This is also to be expected and positive.

7. Administration Suggestions regarding Safety Inspections:

- a. Review first 9 suggestions by administrators

8. Next Meeting

- a. Date: January 21, 2025 - HPS
- b. Tasks: Review report prior to meeting and be ready to report out



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The meeting concluded at 10:17am.