

Hollis School District Renovation and Expansion Committee (HREC)

August 17, 2026

3:15-4:15pm

Location: HPS MPR

Zoom: <https://us06web.zoom.us/j/85068525024?pwd=Db1bjzzvU4Lq18XWoj8lJkk5kaM56W.1>

MEMBERS:

Name	Present
Anne Wake-DePasquale, Chair	X
Gina Bergskaug, Superintendent	At admin retreat
Paula Izbicki, HPS Principal	At admin retreat
Lance Finnemore, SAU41 Facilities Director	absent
Ellen Roos-Unger, HPS Teacher Representative	X
Julia Piskorski, Parent Representative	X
Anastasia Esposito, Parent Representative	X
Tom Enright, Community Representative	X
Ada Stevens, Community Representative	Attempted to join by zoom
Julie Spence, Professional Volunteer	X
Mike Leavitt, Hollis Budget Committee and Planning Board Representative	X
Raphael Zack, HSB HREC Alternate Representative and Hollis Budget Committee	absent

I. Welcome

A. Overview of Agenda

1. Overarching goals:

- a) Finalize and approve Community Survey and Staff Survey
- b) [Committee Bios](#)
 - (1) All bios have been submitted. Anne will work with the compliance officer to update the HREC webpage and to make it more searchable
- c) Create a schedule for Old Homes Day table
- d) Elect a Communications Officer and create a preliminary list of volunteer stakeholders to assist in disseminating information
- e) Set dates for 2nd monthly meetings

II. Updates

A. Revised Committee Charge placed before HSB on August 12, 2026

1. Passed 3-1-0

B. [Enrollment Report](#) (as of 7/31/26)

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1. Question emailed to Paula prior to meeting: why are there more classrooms for certain grade levels than required per policy IIB? (K & 2nd- number of planned classrooms was higher based on classroom counts)
 - a) Paula response:
 - (1) Multiple factors:
 - (a) Students still registering. For example, 1st grade classes are now over 18, all at 19 (represents change in numbers since the July 31 enrollment report)
 - (b) Physical size of classrooms (NH Ed.Code today requires 900sq. ft. for elementary classrooms and 1000 sq.ft. for kindergarten. Very few HPS classrooms meet this threshold (860sq. median size, range [745-1076s.ft.](#)), so the IIB policy caps do not translate well when the physical space is so small.)
 - (c) Class make-up and needs. Sometimes the class itself has a certain amount of academic and social needs that it makes sense to have smaller groups for students to be successful
 - b) Also discussed:
 - (1) Mandatory clearance space around egresses per fire code—physical classroom space is limited by these requirements. For example, all first grade classrooms in the former learning commons space must have clearance around the hallway doors, the two doors in the foldable panels, and the walkway between the panels. These factors impact the number of desks that can safely fit in the room, still providing adequate space between desks and learning spaces.
 - (2) PreK registers throughout the year as students with specified needs become eligible on their 3rd birthday.
 - b) 1 class is over the limit
2. Request to Paula- to prepare a comprehensive response for
 - a) Factoring in square footage and layout for emergency exits
 - b) 1 class is over the limit
- C. Question to Julie: If we build new classrooms, they have to be 900 or 1000 sq. ft. due to code, but if we renovate, are we still beholden to those standards
 1. Potentially
 2. Building other spaces new will not have those requirements, though.
- D. Please note Creation of [HREC Google Drive folder](#)

III. Old Business (3:25-3:35)

- A. [June 15, 2026](#) meeting minutes APPROVED
- B. Final thoughts/approval of [Community Survey](#)
 1. Community survey approved with adjustment to language in question 1 (combine HPs & HUES), adding question 8
 2. Community survey approved with adjustment to (question 8/9)
 3. Ready to distribute to the community

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IV. New Business (3:35-3:50)

- A. Staff Survey ([HERE](#))
 - 1. Staff survey needs to be anonymous (consent box added to make the responses public/quatable)
- B. Survey Distribution: [Old Homes Day](#) (9/19/26)
 - 1. [Table sign-ups](#)
 - 2. NB: PTA has the Cake Walk Friday night
 - a) **Action Item for new liaisons:** Contact PTA President about an HREC presence; have fliers and posters ready and available
- C. [Communications Liaison](#) Proposal APPROVED
 - 1. Stacy & Julia will share liaison duties
 - 2. Communication is very important to get a bond passed.
 - a) Tom shared how the HS had 2 committees- bond and communication committees (communication proved very important)
 - (1) Once bond proposal solidified, needs to be very quick and good communication to the community
 - (a) Most important- at the annual meeting itself
 - (b) HS had a very elaborate plan with people offering their opinions on proposal to help it succeed
 - (i) Walked away with people getting excited about it
 - 3. [Community Contacts](#) Document
 - a) **Action item:** members, add contacts for local organizations and leaders to assist Stacy and Julia
 - 4. Meetings–Twice per month
 - a) Committee agrees 2x/month is necessary
 - b) Add first Tuesday of each month to the 3rd Monday of each month already planned for.

V. Discussion

- A. July 23rd Tour and Discussion
 - 1. Present at tour: Ada, Stacy, Julie, Tom, Paula, Gina
- B. Next steps
 - 1. Julie discussed:
 - a) Issues with size of library, eating space- all of that is fine for first 5 classroom
 - b) Library & gym significantly undersized and inadequate (e.g. state recommends 7000 sq.ft. for an elementary size gym)
 - (1) Question to Julie: is 7000sq. Ft. required?
 - (a) No, but recommended
 - (2) NB: prior plan called for 5528sq. ft. of MPR plus 937 sq. ft. of stage.
 - (3) We could save cost by making ceilings 14ft. High as opposed to 16 ft. high, which is allowed in elementary schools

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- c) Julie: Request for past layout prior to moving of the library
- d) Approach contractors with priorities. Committee discussed its priorities (in no particular order):
 - (1) Appropriately sized MPR
 - (2) Dedicated library
 - (3) Safe double-buzz entry
 - (4) Classrooms (how many and where?)
 - (5) Adequate Nurse's Station

- 2. **To do: Determine/calculate what is the usable space of each room as of now?**(i.e. classrooms taking egresses into account, MPR accounting for hallway space that limits play space, nurse's station, which is considerably smaller than minimum requirements today, etc.)
- 3. Need specific number on exactly how many classrooms we need (which ones are below standard and how below are they)
- 4. Question related to parking (what do we have v. what do we need?)
- 5. Farley: the community asked us to look into this option again. Anne and Julie will plan some possible dates to examine the plans at Town Hall and invite the Hollis Fire Marshall as well as members of the Farley Committee.

VI. Closing (4:10-4:15)

- A. Next HSB regular meeting **September 2nd, 6pm, HUES cafeteria**
- B. Next HREC Meeting: **September 1 and September 21, 2026 at 3:15, HPS MPR**
- C. Julie, Anne, Paula, & Gina have a scheduled Zoom meeting on 19th to catch them up on this meeting. Committee members welcome to listen. Anne will send out minutes after.

Useful Links For Quick Reference and Research:

[HREC Files Google Drive Folder](#)

[Hollis Enrollment Committee webpage](#)

[HPS Proposed Renovation and Expansion page \(2026\)](#)

[HSD Projected Enrollment FY27 HPS and HUES](#)

[SAU41 Enrollment Projections based on 3 year running average](#)

[NESDEC FALL 2025 ENROLLMENT REPORT](#)

[Hollis Demographics and Housing Report](#)

[NESDEC Hollis Historical Enrollment](#)

[Hollis, NH Population by Year](#)

[School Fire and Safety Inspection Checklist](#)