Hollis School District Renovation and Expansion Committee (HREC)

October 19, 2026
3:20-4:20pm
Location: HPS MPR
Zoom link: TBD, please go to the HREC webpage on the day of the meeting

MEMBERS:

MEMBERS:	**PRESENT:**
Anne Wake-DePasquale, HREC Chair, Hollis School Board	X
Gina Bergskaug, HSD Superintendent	Absent
Paula Izbicki, HPS Principal	Absent
Lance Finamore, SAU41 Facilities Director	X
Ellen Roos-Unger, HPS Teacher Representative	X
Julia Piskorski, Parent Representative, Communications Liaison	X
Anastasyia Esposito, Parent Representative, Communications Liaison, HREC Secretary	X
Tom Enright, Community Representative	X
Ada Stevens, Community Representative	Listened by phone, when able
Julie Spence, Professional Volunteer	X
Mike Leavitt, Hollis Budget Committee and Planning Board Representative	X
Raphael Zack, HSB alternate representative, Hollis Budget Committee, Capital Advisory Expenditures Committee	Absent

Also in attendance: Lauren DiGennaro, Assistant Superintendent of Student Services, Kim Cayot, Preschool Director and teacher

I. Welcome

A. All agreed to adjust the agenda as Lauren was present at the start of the meeting.
B. Chair introduced Assistant Superintendent of Student Services Lauren DiGennaro. Lauren came to address the questions the HREC members had about the preschool program and the questions/concerns residents expressed on the community survey.

II. Discussion

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A. Lauren prepared and distributed THIS DOCUMENT explaining preschool costs, capacity and budget considerations. She stated that she will make a similar presentation at the November 4th Hollis School Board Meeting (as with all HSB meetings, this will be live streamed, recorded, and documented in the HSB minutes.)
B. Lauren gave a comprehensive explanation of the document and answered HREC member questions until 3:55. Some details that were shared include:
    1. FY27: 21 preschool students (12 typical-currently full (waitlist), 9 with special needs
        a) Tom: Please clarify the typical peer piece.
            (1) LD: This is called an integrated model. If a class has more than 50% students with special needs, then the class would be special education self contained or also could be known as “intensive needs.” Including typical peers is part of providing children the Least Restrictive Environment (LRE). Typical students pay tuition for a 4 day a week/2.5-hour program.
        b) Julia: There are other school districts in NH that have larger preschool class sizes than Hollis. For instance, Windham School District sets a class size cap of 18 for pre-kindergarten, same as their class size cap for kindergarten, in their IIB class size policy (https://www.windhamsd.org/common/pages/GetFile.ashx?key=mWTADaaW). Why can't Hollis do the same?
            (1) LG: It is not recommended to have preschool included in the class size policy as there is a need for flexibility due to student needs, supports, and providers. It is also due to the unpredictability of referrals throughout the year. Many school districts do not include preschool in class size policy.
    2. Classes: AM (2 with special needs, 6 typical) & PM (4 with special needs, 3 typical)
    3. Intensive needs (all-day, 6-hour attendance; integrated into AM/PM classes for part of the day; requires lunch/snack food services); class size is dependent upon enrollment; up to 8 students.
    4. If considering an off-site preschool (see p. 2-3 of document for estimated associated costs):

a) Ours is 2.5 hours (other area preschools might require 3-3.5, greater cost)
   (1) PreK Coordinator-has to stay because even if preschool is not provided at HPS, HSD still responsible for child find (even if sent out) - case management, paperwork are all responsibility of HSD for Hollis residents. Also, state requires an administrator on site (need clarification whether present FT or PT)
   (2)
b) Duplicate staff if we rented a space or used the Farley Building:
   (1) Front office (security)
   (2) Custodial staff
   (3) Some level of food services (required to provide minimum of snack, or lunch for all-day students)
   (4) School nurse, especially due to complex needs (e.g. feeding tubes, seizure disorder, etc.)
   (5) Would need duplicated equipment (OT, speech, nursing)

5. TE: Do you feel space-restricted for offering services?
   a) LD: Feel space restricted at times, not this year, yes for last year; staff tries to predict by March/April what will be needed for fall. What we have now (2 classrooms) should be suitable for next year based on current October numbers
6. See p.2 “Variables Impacting Preschool Predictability and Program Planning
   a) HSD keeps all students regardless of challenges or behavior; outsources preschool can deny students if behavior or other needs exceed what they are able/willing to provide
   b) With limited control over staffing ratios, HSD may have to incur additional costs for paras, if required via IEP

c) Even with students at other facilities, HSD is responsible for progress monitoring and ensuring that progress is made; difficult to oversee and manage the quality of the program and student response from a distance and potentially at different sites for different children

d) Midyear referrals could result in additional unexpected costs such as transportation (can be very expensive, depending upon location of school providing services; charges mileage and some charge and hourly rate as well; some locations which serve specific intensive needs are up to 45-60 minutes away)

(1) How much notice do you get for children entering at 3yo?

(a) LD: If a parent referral, we have 15 days to meet with parents and start process, for early intervention - at least 90 days prior to 3rd birthday (process takes 60-90 days to complete); the school legally must be ready to receive the child on their 3rd birthday. The movement to the telehealth model has made it difficult to learn the number of students potentially needing evaluation in a timely manner as some families aren't seeking community early intervention services due to the model. Early intervention services that send referrals include Gateways, Easter Seals and Children's Pyramid

e) TE: If there were more space, could we tuition-in students from other districts?

(1) LD-Yes, and we have done that in the past because we can provide services that other districts can't. We haven't been able to do that for a few years.

(a) TE: Is that because of space?

(i) Yes

f) Stacy: Do EFA's impact the preschool enrollment?

(1) LD-The preschool specifically, no.

Public Comments and Questions (3:55)

C. At 3:55 we paused HREC member questions to allow public in attendance to ask questions
   1. No questions from resident attendee
   2. Carrie Cormier, HPS Music Teacher: Wanted to express support for everything Lauren shared today. Expressed the positive impacts of the preschool that she witnessed both in the children with special needs and in the other children, learning kindness and acceptance from them. Reinforced how the preschool enrollment is unpredictable and changes year to year.

III. Updates (4:05-4:15)

A. Communications Liaisons Report (Julia, Stacy)
   1. 17 people receiving email communication/new documents
   2. 0 FAQ submissions so far

B. Sitework Subcommittee Report (Tom, Lance, Mike)
   1. Productive conversations with Paula and with Town Planner regarding Parking/off-site traffic flow concept
   2. Cannot move forward without a civil engineer to consult with

C. Consultants (Gina absent)
   1. Anne: Bandwell fee proposal approved by HSB on October 7th meeting; included EEI and DEW construction for cost estimates
      a) TE: How will you know site fee without civil engineers?
      b) AWD: consultants were familiar with all the plans made by F&O. Should include estimated cost of sitework necessary to building the plans designed by Bandwell. Does not include an estimate or design of the conceptual project that Tom, Mike and Lance have been pursuing.
      c) TE: then the Sitework Subcommittee cannot move forward without the ability to talk to the engineers. IS it possible to expand the proposal?
      d) AWD: the Board cannot spend more than $25K without calling a special meeting. The proposed fee was about $23K.

D. Farley Examination (Julie, Mike, Anne)
   1. Julie: met with fire inspector and Farley committee members. Began exploring what it would look like to move the preschool to Farley. Would need adjustments to the building to make it

appropriate for preschool. She will be looking at how much it could cost to re-bid and bring it up to code for an educational building

2. Anne: Biggest question that we failed to ask Lauren while she was here: how many sq ft would be required for preschool classrooms and what other space regulations would we have to meet?

E. Pharmacy Visit (Tom, Anne)
   1. Explored at behest of town via resident survey as a potential off-site preschool location
   2. Tom: lots of problems, but the biggest one in his opinion is that it sits on only one acre. Tom's judgment is that it's inadequate to manage any school activity. He has concerns regarding the well, septic system, significant drainage, and parking/poor traffic flow issues that could be a safety problem especially with young children. Related to drainage- there was a smell of mold on first floor and a very noticeable small of mold in the basement.

IV. Old Business

A. As the meeting was going over time, the committee did not take the time to approve the October 6, 2026 DRAFT Minutes**.** This will be presented again at the next HREC meeting.

V. Closing

A. Next steps:
   1. NESDEC report should be coming out in the next week or so. Next meeting will be a discussion/revisitation of enrollment numbers and defining the classroom needs of the school currently and in the very near future (next 2-3 years).
   2. November 16th meeting is tentatively scheduled to be the review of all options available (e.g. Pharmacy, Farley, Reno/Expansion of HPS, nothing, etc.), discussion, and votes on what to eliminate, explore further, and/or recommend to the HSB.

B. Next **HSB Policy Committee Meeting: Monday, October 26, 11:00am, HUES**
   1. Commentary regarding class size policy IIB, email Policy Chair Jess Lahens: **jessica.lahens@sau41.org**

C. Next HREC Meeting: **MOVED FROM Tuesday, November 3, 3:20pm, HPS MPR (Voting Day) TO Monday, November 2, 3:20pm, HPS.**

D. Next HSB regular meeting: **Wednesday, November 4, 6pm, HUES cafeteria**

Useful Links For Quick Reference and Research:

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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