

Approved as Amended: 6-9-10

HOLLIS SCHOOL BOARD

APRIL 14, 2010

MEETING MINUTES

A regular meeting of the Hollis School Board was held on Wednesday, April 14, 2010 at 6:45 p.m. at the Community Room, Hollis Town Hall.

Chairman Bill Beaugard presided:

Members of the Board Present: Robert Mann, Vice-Chairman  
Susan Benz  
Rich Manley  
Rosemary Mezzocchi, Secretary

Members of the Board Absent:

Also in Attendance: Susan Hodgdon, SAU41 Superintendent  
Mark McLaughlin, Business Administrator  
Jeanne Saunders, Assistant Director of Special Education  
Elizabeth Allen, Principal, HPS  
Candice Fowler, Principal, HUES  
Christopher Siegfried, Director of Maintenance

NON-PUBLIC SESSION

**MOTION BY MEMBER BENZ THAT THE BOARD GO INTO NON-PUBLIC SESSION PURSUANT TO RSA 91-A:3 II (c) TO DISCUSS A MATTER, WHICH IF DISCUSSED IN PUBLIC, WOULD LIKELY AFFECT ADVERSELY THE REPUTATION OF A PERSON, OTHER THAN A MEMBER OF THE BODY OR AGENCY ITSELF  
MOTION SECONDED BY MEMBER MANN**

*A Viva Voce Roll Call vote was conducted, which resulted as follows:*

Yea: Bill Beaugard, Susan Benz, Rich Manley, Robert Mann, Rosemary Mezzocchi 5  
Nay: 0

**MOTION CARRIED**

*The Board went into non-public session at 6:45 p.m.*

*The Board came out of non-public session at 7:15 p.m.*

AGENDA ADJUSTMENTS

Superintendent Hodgdon informed the board she would like the presentation of her report to be first under Administrative Reports.

PUBLIC INPUT

Anat Ashed, 217 Hayden Road, Coordinator/Team Manager, Destination Imagination

Informed the Board she had with her the 5<sup>th</sup> grade Destination Imagination team that won 1<sup>st</sup> place in state competition, the same team that will travel to Knoxville, TN this May to represent the school in the global competition. She read a written statement into the record:

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- 1 "A couple of weeks ago I attended an interesting discussion held at HUES. The topic was how will education look like in
- 2 2015. A short presentation has been shared demonstrating the rapid explosion of technology, the ongoing change in jobs
- 3 profile, and the demographic and economic imbalances that follow these changes. I could have shown you a similar

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1 presentation a decade ago and highly likely will be able to show you a similar presentation a decade from now. The  
2 technological world our children will be facing a decade from now will be different. There will be more toys to play with,  
3 more gadgets to master, and more tools that will make our lives better and worse.  
4

5 It is already obvious that some advances limit personal interaction, allow personalized relation, and encourage inside the  
6 line thinking. There is great uncertainty in the future, but regardless, our children will have to continue and acquire and  
7 strengthen skills with confidence so they will be ready to face this exciting future successfully. No matter what their ability  
8 is or what profession they will pursue, there are certain skills on top of reading and math that will take priority in future  
9 education, and it is obvious that schools will have to take leading roles to ensure mastery. In the future more than now,  
10 children will have to be able to work with others to solve problems creatively and think critically. Children will have to be  
11 able to be resourceful and to find answers to questions. Children will have to be able to present themselves well orally  
12 and in writing. Children will need to understand different cultures, be open minded, and work with different people that  
13 think differently. It is clear that technology diminishes borders between countries and will continue to do so. It is highly  
14 likely that our children will need to interact with people from other countries all around the globe.  
15

16 Destination Imagination is a program that teaches and emphasizes all of these from a very young age, and it does it via a  
17 cross-curricular approach. D.I. presents a team with a challenge that requires integration of multiple academic disciplines  
18 with critical life and functional skills. D.I. incorporates reading, writing, math, science, art, music, cultural studies,  
19 communication, critical thinking, creativity and innovation, public speaking, geography, presentation skills, teamwork,  
20 planning, management, leadership, tolerance"... and I can go for more than 6 minutes. "The challenges are solved at the  
21 level of the team. D.I.'s philosophy is differentiated instruction. All teams who solve a D.I. challenge are successful  
22 because there is no single way.  
23

24 Many schools across the nation have already begun to integrate D.I. into the school day. Some districts in New  
25 Hampshire coordinate D.I.s through the school and not via parent volunteers. Some have a paid position because they  
26 strongly believe this program teaches skills that are priority and benefit all students. In Hollis, the program is run by  
27 volunteers, coordinators, and team managers. It is open to all students. Our only limit is the number of parents who are  
28 able to serve as team managers, and I personally applaud each and every one of them for their commitment to the kids.  
29

30 This year we had 12 teams with over 70 students participating. My hope is that we will be able to have each child  
31 experience D.I. at least once during their K-6 years, and I hope that my words here will promote future discussions about  
32 the great educational opportunity and benefit of this program, and how as a school system we can embrace the model to  
33 any extent. Seeing D.I. for so many years, I can assure you that if we all see the benefit and work together we can find a  
34 creative way to make it happen. I would also like the School Board to think about adopting a policy that will provide some  
35 financial support for students who represent the school at an international meet, not only D.I. I would also like to ask the  
36 School Board to vote today on providing some financial assistance to a D.I. team who will represent you at the global  
37 competition this May as some other districts do."  
38

39 Patrick Whalen, 31 Fells Road  
40

41 Recited for the board the speech he has read at every Destination Imagination tournament and considers the Destination  
42 Imagination Oath. He spoke of the ability, together, to solve any challenge.  
43

44 Unidentified Female Speaker  
45

46 Spoke of the qualities and pride of the team. She explained their challenge and solution.  
47

48 Amit Eshed  
49

50 Commented their structure weighed less than 2oz and carried 465 lbs. He explained the team was also required to use a  
51 story from a foreign country, write a skit based on it, build the props, and ensure it all could fit into a small container (also  
52 created by the team). He ended by remarking the team won a special award for their solution.  
53

54 Kyle Swanson  
55

56 Explained the challenge had to be completed with a \$50 budget. He talked about weekly gatherings that took place over  
57 a six-month period. He spoke of discovering each other's individual talents and how to best utilize them. He talked of  
58 knowledge gained in the process, i.e., research, planning, teamwork, problem solving, etc.

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1 He informed the board the team carries with them and displays a sign with the name of their school, which he referred to  
2 as "the first thing that the audience gets to know about us". He asked the board to be a partner and join the team.

3  
4 John Woodrow, 204 Worcester Road

5  
6 Commented his first experience as a new D.I. parent was sort of unorganized chaos. He commented on the presentation  
7 given by the team members. He told the board how as a D.I. parent you have to sign a waiver or a commitment that you  
8 won't help. You are there to support, but don't give suggestions. He informed the board at the end of a challenge the  
9 students are interviewed by the judges, and if there is any question a parent may have helped, the team loses points. He  
10 commented it is truly wonderful to teach the kids they can do it on their own. He felt it was a very positive experience in  
11 working collaboratively. He reiterated the competition is not state or national, but global, and Hollis sends teams every  
12 year. He stated the board's support would be greatly appreciated.

13  
14 Chairman Beauregard, on behalf of the board, congratulated the team on their accomplishments.

15  
16 Mr. Manley questioned the number of students attending and the financial commitment required.

17  
18 Ms. Ashed stated there is one team from HUES with 6 students participating. Registration is \$4,000 and does not include  
19 travel and accommodations. Mr. Woodrow commented last year there were three teams, and all expenses had to be  
20 raised.

21  
22 Chairman Beauregard informed the public the issue was new and would have to be discussed. As there is a set agenda,  
23 which would have to be addressed first, the issue would be discussed during the "board discussion" portion of the agenda.  
24 He stated the board would discuss the issue, come to a decision, and get back to Ms. Ashed.

25  
26 APPROVAL OF SCHOOL BOARD MEETING MINUTES

27  
28 Hollis School Board . . . . . September 9, 2009

29  
30 **MOTION BY MEMBER BENZ TO APPROVE AS WRITTEN**  
31 **MOTION SECONDED BY MEMBER MANLEY**  
32 **MOTION CARRIED**  
33 **2 Abstentions**

34  
35 Hollis School Board – Non-Public . . . . . September 9, 2009

36  
37 **MOTION BY MEMBER BENZ TO APPROVE AS WRITTEN**  
38 **MOTION SECONDED BY MEMBER BEAUREGARD**  
39 **MOTION CARRIED**  
40 **3 Abstentions**

41  
42 Hollis School Board – 2<sup>nd</sup> Non-Public . . . . . September 9, 2009

43  
44 **MOTION BY MEMBER BENZ TO APPROVE AS WRITTEN**  
45 **MOTION SECONDED BY MEMBER MANLEY**  
46 **MOTION CARRIED**  
47 **2 Abstentions**

48  
49 Hollis School Board . . . . . October 14, 2009

50  
51 **MOTION BY MEMBER BENZ TO APPROVE AS WRITTEN**  
52 **MOTION SECONDED BY MEMBER MANLEY**  
53 **MOTION CARRIED**  
54 **2 Abstentions**

55  
56 Hollis School Board – Non-Public . . . . . October 14, 2009

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**MOTION BY MEMBER BENZ TO APPROVE AS WRITTEN**  
**MOTION SECONDED BY MEMBER MANLEY**  
**MOTION CARRIED**  
**2 Abstentions**

Hollis School Board . . . . . November 4, 2009

**MOTION BY MEMBER BENZ TO APPROVE AS WRITTEN**  
**MOTION SECONDED BY MEMBER MANLEY**  
**MOTION CARRIED**  
**2 Abstentions**

Hollis School Board – Non-Public . . . . . November 4, 2009

**MOTION BY MEMBER BENZ TO APPROVE AS WRITTEN**  
**MOTION SECONDED BY MEMBER MANLEY**  
**MOTION CARRIED**  
**2 Abstentions**

Hollis School Board – 2<sup>nd</sup> Non-Public . . . . . November 4, 2009

**MOTION BY MEMBER BENZ TO APPROVE AS WRITTEN**  
**MOTION SECONDED BY MEMBER MANLEY**  
**MOTION CARRIED**  
**2 Abstentions**

Hollis School Board . . . . . December 17, 2009

**MOTION BY MEMBER BENZ TO APPROVE AS WRITTEN**  
**MOTION SECONDED BY MEMBER MANN**  
**MOTION CARRIED**  
**1 Abstention**

Hollis School Board – Non-Public . . . . . December 17, 2009

**MOTION BY MEMBER BENZ TO APPROVE AS WRITTEN**  
**MOTION SECONDED BY MEMBER MANN**  
**MOTION CARRIED**  
**2 Abstentions**

Hollis School Board – 2<sup>nd</sup> Non-Public . . . . . December 17, 2009

**MOTION BY MEMBER BENZ TO APPROVE AS WRITTEN**  
**MOTION SECONDED BY MEMBER MANN**  
**MOTION CARRIED**  
**2 Abstentions**

Hollis School Board . . . . . January 13, 2010

**MOTION BY MEMBER BENZ TO APPROVE AS WRITTEN**  
**MOTION SECONDED BY MEMBER MANN**  
**MOTION CARRIED**  
**1 Abstention**

Hollis School Board – Non-Public . . . . . January 13, 2010

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**MOTION BY MEMBER BENZ TO APPROVE AS WRITTEN**  
**MOTION SECONDED BY MEMBER MANN**  
**MOTION CARRIED**  
*1 Abstention*

Hollis School Board – Non-Public . . . . . January 26, 2010

**MOTION BY MEMBER BENZ TO APPROVE AS WRITTEN**  
**MOTION SECONDED BY MEMBER MANN**  
**MOTION CARRIED**  
*1 Abstention*

Hollis School Board . . . . . February 1, 2010

**MOTION BY MEMBER BENZ TO APPROVE AS WRITTEN**  
**MOTION SECONDED BY MEMBER MANN**  
**MOTION CARRIED**  
*1 Abstention*

Hollis School Board – Non-Public. . . . . February 1, 2010

**MOTION BY MEMBER BENZ TO APPROVE AS WRITTEN**  
**MOTION SECONDED BY MEMBER MANN**  
**MOTION CARRIED**  
*1 Abstention*

Hollis School Board . . . . . February 10, 2010

**MOTION BY MEMBER BENZ TO APPROVE AS WRITTEN**  
**MOTION SECONDED BY MEMBER MANN**  
**MOTION CARRIED**  
*1 Abstention*

Hollis School Board – Public Hearing . . . . . February 17, 2010

**MOTION BY MEMBER BENZ TO APPROVE AS WRITTEN**  
**MOTION SECONDED BY MEMBER MANN**  
**MOTION CARRIED**  
*1 Abstention*

Hollis School Board – Non-Public . . . . . February 17, 2010

**MOTION BY MEMBER BENZ TO APPROVE AS WRITTEN**  
**MOTION SECONDED BY MEMBER MANN**  
**MOTION CARRIED**  
*1 Abstention*

Hollis School Board . . . . . February 18, 2010

**MOTION BY MEMBER BENZ TO APPROVE AS WRITTEN**  
**MOTION SECONDED BY MEMBER MANN**  
**MOTION CARRIED**  
*2 Abstentions*

Hollis School Board . . . . . March 8, 2010

**MOTION BY MEMBER BENZ TO APPROVE AS WRITTEN**  
**MOTION SECONDED BY MEMBER MANN**

4/14/10

ON THE QUESTION

The sentence on page 2 that reads “there will be classroom impact as girls learn differently than boys” should read “There will be classroom impact”

**AMENDED MOTION BY MEMBER BENZ TO APPROVE AS AMENDED  
MOTION SECONDED BY MEMBER MANN**

**MOTION CARRIED**

**1 Abstention**

Hollis School Board – Non-Public . . . . . March 8, 2010

**AMENDED MOTION BY MEMBER BENZ TO APPROVE AS WRITTEN  
MOTION SECONDED BY MEMBER MANN**

**MOTION CARRIED**

**1 Abstention**

Second Hollis School Board . . . . . March 8, 2010

**AMENDED MOTION BY MEMBER BENZ TO APPROVE AS WRITTEN  
MOTION SECONDED BY MEMBER MANN**

**MOTION CARRIED**

**1 Abstention**

Hollis School Board . . . . . March 15, 2010

**AMENDED MOTION BY MEMBER BENZ TO APPROVE AS WRITTEN  
MOTION SECONDED BY MEMBER MANN**

**MOTION CARRIED**

**1 Abstention**

Hollis School Board – Non-Public . . . . . March 15, 2010

**AMENDED MOTION BY MEMBER BENZ TO APPROVE AS WRITTEN  
MOTION SECONDED BY MEMBER MANN**

**MOTION CARRIED**

**1 Abstention**

Second Hollis School Board . . . . . March 15, 2010

**AMENDED MOTION BY MEMBER BENZ TO APPROVE AS WRITTEN  
MOTION SECONDED BY MEMBER MANN**

**MOTION CARRIED**

**1 Abstention**

Third Hollis School Board . . . . . March 15, 2010

**AMENDED MOTION BY MEMBER BENZ TO APPROVE AS WRITTEN  
MOTION SECONDED BY MEMBER MEZZOCCHI**

**MOTION CARRIED**

**5/0**

CORRESPONDENCE

Chairman Beauregard informed the board of receipt of a communication from Harry Haytayan, Esq. regarding the repair of the HUES building. Attorney Haytayan suggested the possibility there may be some recourse, and offered to review the opinion received from Larry Gormley as well as the letter from LGC, to determine whether there is something worth pursuing. Chairman Beauregard had suggested to him, if something like that were to be done, the board would be interested in understanding the kind of case/argument that could be made.

1  
2 Ms. Benz stated the district had already incurred the cost of an attorney, and she was unsure of the intent. Chairman  
3 Beauregard explained, Attorney Haytayan believes a second opinion on an issue as substantial as the repair at HUES is a  
4 good thing to have. He stated there was no mention of a fee in the e-mail. Ms. Benz stated if there is no cost involved,  
5 she was agreeable. Chairman Beauregard will seek clarification on any cost that may result. Mr. Manley stated he would  
6 like to see the legal opinion. Mr. Mann remarked he has received public feedback suggesting the board look into this.

7  
8 Chairman Beauregard informed the board the legal opinion received said the attorney had reviewed the LGC Property  
9 Liability Trust Agreement, with its exclusions for mold, the statute of repose, which is 8 years for construction (HUES  
10 construction was done in the mid '90s), and considered the three-year discovery rule. His opinion was that the district  
11 would not be able to make a case against LGC or Gilbane Construction, and building occupants would have difficulty  
12 making a case against the district claiming cause and effect due to mold.

13  
14 When asked for her opinion, Superintendent Hodgdon stated she did not have a problem with a second opinion although  
15 the opinion rendered was very clear-cut.

16  
17 Mr. Manley commented the issue is not would the board expect a different opinion, but rather would the board be in a  
18 position to weigh the likelihood of prevailing based upon a second opinion that may differ from the first.

19  
20 The general consensus of the board was, providing there is no cost involved, a second opinion would be welcome.

21  
22 Superintendent Hodgdon noted there had been a request from the board to place the communications received from the  
23 district's attorney on the web site, however, the documents are considered attorney/client privilege, and, therefore, can be  
24 shared with the members of the board, but not the general public. Prior to consideration of releasing the documents for a  
25 second opinion, Superintendent Hodgdon will seek an opinion from Attorney Gormley with regard to the handling/sharing  
26 of documents.

27  
28 ADMINISTRATIVE REPORTS

29  
30 Superintendent

31  
32 Superintendent Hodgdon informed the board the first item to be addressed was the approval of contracts.

33  
34 **MOTION BY MEMBER MEZZOCCHI TO ACCEPT THE SUPERINTENDENT'S RECOMMENDATIONS ON ANNUAL**  
35 **CONTRACTS TO WOULD BE RENEWED FOR ANOTHER YEAR OF ANNUAL CONTRACT**  
36 **MOTION SECONDED BY MEMBER BENZ**

37  
38 ON THE QUESTION

39  
40 Mr. Manley questioned whether the lists were still available. Superintendent Hodgdon provided him a copy and explained  
41 the list contains the names of the teachers who are moving from one annual contract to another annual contract (copy  
42 attached hereto and made a part hereof).

43 **MOTION CARRIED**

44 **5/0**

45  
46 **MOTION BY MEMBER MANLEY TO ACCEPT THE SUPERINTENDENT'S RECOMMENDATIONS ON ANNUAL**  
47 **CONTRACTS TO CONTINUING CONTRACTS**  
48 **MOTION SECONDED BY MEMBER BENZ**

49 **MOTION CARRIED**

50 **5/0**

51  
52 **MOTION BY MEMBER MANLEY TO ACCEPT THE SUPERINTENDENT'S RECOMMENDATIONS ON THE**  
53 **APPOINTMENTS FOR CONTINUING CONTRACTS TO CONTINUING CONTRACTS**  
54 **MOTION SECONDED BY MEMBER BENZ**

55 **MOTION CARRIED**

56 **5/0**

57  
58 Mr. Manley questioned whether the contracts for the positions shared between districts were included within the motion.  
59 Superintendent Hodgdon stated they were.



4/14/10

1 Chairman Beauregard commented, as all administrative reports were distributed in advance of the meeting, he would  
2 entertain questions.

3  
4 Mr. Manley questioned the make-up of the search panel for the Associate Superintendent. Superintendent Hodgdon  
5 stated the members as; herself, as Chair, Liz Allen representing elementary principals, Assistant Director Saunders from  
6 the special education perspective, three board Chairs including the Hollis School Board Chair, Dot Ball from the High  
7 School, representing math curriculum, Betsy Black from Brookline representing reading curriculum, and Pat Goyette from  
8 the middle school, representing secondary principals.

9  
10 Mr. Manley questioned the process in bringing potential candidate(s) to the SAU Board. Superintendent Hodgdon  
11 responded interviews of the identified candidate pool would be conducted next Monday with a goal of selecting two  
12 finalists. The panel will visit the two finalists in their home districts and then arrange for them to visit our district. The  
13 panel will meet again, review all data received, and make a determination to send the finalist(s) on to the SAU board for  
14 approval.

15  
16 Chairman Beauregard remarked the candidate pool started at 7, 3 will be interviewed, and there will be 2 finalists.  
17 Superintendent Hodgdon stated what is not known at this time is whether the panel will feel strongly enough to send 2  
18 finalists forward. Mr. Manley asked for clarification on whether the SAU board would be asked to choose between the two  
19 finalists or if it would be the intent to bring forth the candidate selected by the panel for the board to confirm?  
20 Superintendent Hodgdon reiterated, it is a process, and in the process, the panel will learn more about the candidates and  
21 their strengths and weaknesses. Being at the start of the process, she found it hard to provide the kind of information  
22 being requested.

23  
24 Ms. Benz phrased the question differently by asking if the SAU board has the responsibility of choosing the Assistant  
25 Superintendent. She stated she believed the answer to that question to be no. Superintendent Hodgdon stated it could  
26 be if the panel feels comfortable enough to send two candidates forward. Chairman Beauregard felt it would be optimal  
27 for the Superintendent to bring forward a recommendation. Ms. Benz agreed. Superintendent Hodgdon stated she has  
28 spoken with board members on other boards and they encouraged that as well.

### 30 *Analytics Software Purchase*

31  
32 Chairman Beauregard questioned the status of the analytics software purchase. He remarked the timeframe for purchase  
33 is prior to the end of June. Superintendent Hodgdon stated she has asked Rich Raymond to break it down into separate  
34 district quotes, and is hopeful the information will be available for the May meeting.

35  
36 Superintendent Hodgdon informed the board she received a letter from Mrs. Houdyshel, a long-term substitute for Mrs.  
37 White. She had been brought in to shadow the last week before February vacation and in the second week after vacation  
38 she became ill and unable to continue her position in the 5<sup>th</sup> grade. Principal Fowler expressed her gratitude for Mrs.  
39 Houdyshel returning to the classroom to explain to the students and provide them with closure.

40  
41 Principal Fowler informed the board she was able to move a guaranteed substitute/teacher who was in the process of  
42 obtaining her teaching certification into that position. The individual has since received a passing score on the praxis,  
43 which is simply a formality for getting her teaching certification. She stated this individual would have been considered  
44 first when they were looking to fill the position, but, at that time, she was not certified and had not taken the praxis.

45  
46 Mr. McLaughlin requested the board consider moving the business report up in the agenda.

### 48 Business

#### 50 *Expenditures/Revenue/Food Service Reports*

51  
52 Chairman Beauregard stated he had received and read the material provided to the board. Ms. Benz thanked Ms.  
53 Cassidy for the presentation material, and noted she found it to be educational. She questioned whether there is an  
54 opportunity to utilize local farm produce. Ms. Amy Cassidy responded Saunders utilizes local farms and when she places  
55 orders with them in the fall, she requests local produce and they happily comply. She added calls have been placed to  
56 local farmers in the past, but did not result in any interest.

57  
58 Ms. Benz commented she has received a lot of positive feedback on the tasting café. Ms. Cassidy informed the board  
59 Harvest Market has donated a majority of the foods for that.

1  
2 Mr. Manley commented when the food program was discussed last year, it was believed it would be necessary to raise  
3 the cost of lunch. Ms. Cassidy informed the board they are not looking to raise the price of lunch. Chairman Beauregard  
4 questioned the need for equipment replacement. Ms. Cassidy stated the approximate age of the equipment as 12-years-  
5 old at HUES and 10-years-old at HPS. Chairman Beauregard spoke of the expendable trust fund and the need to be  
6 aware of anticipated costs in a manner timely enough to allow for planning.

7  
8 *Oil Purchasing*

9  
10 Mr. McLaughlin informed the board pricing seems to be trending upward. He has received a few e-mails with regard to  
11 some of the dynamics in energy purchasing. There are some other business managers and other communities that are  
12 getting together next Tuesday regarding energy purchasing whether it is oil or electricity. He will be attending the meeting  
13 in the hopes they will collectively pool resources and quantities to gain more favorable pricing.

14  
15 He has met with Troy Brown and Paul Calabria. They discussed ways in which they could collaborate together in sharing  
16 in the purchasing of supplies for the town and perhaps oil. They were very happy to join in. A follow-up meeting has  
17 been scheduled for next week.

18  
19 When asked, Mr. McLaughlin stated he has been watching the Boston Spot Market (BSM). There is a slight increase in  
20 pricing, but not to where it was 3 years ago. He provided the example of if you wanted to purchase oil at \$2.28 a gallon  
21 on the BSM you would have had to of purchased it back on December 11<sup>th</sup>. It is up in the \$2.40 to \$2.50 range now.

22  
23 Mr. Manley stated the budgeted price for oil to be \$2.40/gal. When asked, Mr. McLaughlin stated the last price provided  
24 was \$2.499 or \$2.50. Mr. Manley commented when forecasting the budget, numbers are low-balled. He stated the  
25 budgeted price for oil is \$.09 below the market value on oil. He remarked "going into the budget with a strategy of let's  
26 assume the rosier scenario in every possible way that we can, puts the district at risk of budgeting in a way that doesn't  
27 meet our needs."

28  
29 *Supplies Purchasing*

30  
31 Mr. McLaughlin informed the board he has been reviewing supply purchasing. Staff and administration are doing a good  
32 job at cost savings. He commented the district is receiving substantial discounts on everything (15-35%). Another  
33 change is that toner supplies are being built into the contract with Conway Office Supplies.

34  
35 Chairman Beauregard, speaking on the petition warrant article, asked if there were ways to perform better. Mr.  
36 McLaughlin stated MRI has researched how the district purchases its supplies. What they discovered was the district is  
37 receiving between 20-75% reduction off of list prices of all of the vendors that we are currently doing business with. The  
38 discounts are taken through the individual buildings. Economies of scale could be achieved, but overall, the expendable  
39 line items for this year only total \$102,447, which includes teaching materials, expendable supplies, the library, media  
40 supplies, and nursing expendable supplies. It is less than 1% of the overall budget and about \$150 per student or about  
41 \$.85 a day.

42  
43 Ms. Benz stated her opinion the efforts of the Business Administrator are better spent on oil and energy savings. Mr.  
44 McLaughlin added the MRI study more or less concluded to that and spoke of establishing some guidelines farther down  
45 the road as well as consideration of appointing a district purchaser.

46  
47 Mr. Mann asked if the cost saving measures underway could be relayed to the public. Mr. McLaughlin stated he could  
48 produce something that would explain how the administration is operating and the efficiencies being achieved. Mr. Mann  
49 was hesitant to add to the Business Administrator's workload. He was searching for an easy way to get the information  
50 out. Chairman Beauregard suggested a 1-2 page report could be completed and reported through the Superintendent to  
51 the Budget Committee.

52  
53 Principal Fowler commented staff is always looking to several vendors for each purchase and always manage to walk  
54 away with the best deal. Chairman Beauregard questioned where the thought came that the district could be savings tens  
55 of thousands of dollars. Mr. McLaughlin remarked it can't be done. He reiterated how the funds are expended and  
56 remarked it does not take into account textbooks and other consumables in maintenance, etc. Principal Fowler informed  
57 the board both schools drive to Building 19 when other vendors can't beat their prices.

58

4/14/10

1 Mr. Manley suggested the document utilize the ten largest commodities and show the difference between what the district  
2 currently pays and the price of the next lowest vendor. Mr. Mann was supportive of the suggestion.

3  
4 Mr. McLaughlin remarked the board received their financial statement on April 5<sup>th</sup>. He is trying to ensure each board  
5 receives their financial statements by the 5<sup>th</sup> of every month. The report sent out was a 9-month report (July through  
6 March) and leaves 3 months remaining for expenditures. He stated the district would end the year at an approximate  
7 balance of \$400,000. He continues to review items where transfers and adjustments are needed. Two of the large ones  
8 were the transfer to food service and transfer out of the local budget into various grants. When the \$130,000 is added to  
9 the \$325,000 the total to be returned to the general fund would be \$455,000. The report indicates \$956,000 unexpended  
10 balance. Subtracting the \$455,000 would leave a balance of 501,000, however, there are outstanding invoices to be paid.

11  
12 Chairman Beauregard spoke of the Destination Imagination request. He remarked there is a line item for academic  
13 competitions, which has a balance remaining of \$123.50 (between the two schools).

14  
15 Looking at the financial report he noted the line item for salaries for aids is over-spent by about \$12,000, and the  
16 professional stipend lines (198-207) show a significant balance left over. Mr. McLaughlin remarked he has been working  
17 with Director Mace and is of the understanding there will be curriculum work coming up for each of the programs. Director  
18 Mace has set the stipend level limit and has teachers signed up. The work has not yet been completed, and, therefore,  
19 cannot be paid or encumbered until the names of the individuals are known. Director Mace will spend down 90% of her  
20 funding.

21  
22 Chairman Beauregard stated line 317, snow removal for SAU, is over-budgeted by \$1,800. He believed the SAU snow  
23 removal expense should be in the SAU budget. Mr. McLaughlin stated he would look into that as it may have been  
24 applied to the incorrect line. Chairman Beauregard questioned the \$3,500 of additional electrical expenses. Director  
25 Siegfried commented there were a lot of ballasts that burned out, emergency lighting, etc. that were not anticipated. After  
26 the ballasts are replaced (as part of the new audit), the recently purchased ballasts will be retained as backup.

27  
28 Mr. McLaughlin stated one of his responsibilities, according to the RSA, is to produce an MS22 report. That is the report  
29 of appropriations as actually voted. He presented the report for the board's signature.

### 30 31 Special Education

32  
33 Assistant Director Saunders informed the board she would be looking into the overages on the salaries for the aids. She  
34 and Mr. McLaughlin have been reviewing staff across every building to identify items such as how empty positions have  
35 been filled, etc.

### 36 37 *Cost Drivers Modeling*

38  
39 Ms. Benz thanked Assistant Director Saunders for providing the most recent cost drivers. Assistant Director Saunders  
40 remarked she is going back and filling out the specifics for previous years. She asked for additional time to complete  
41 research as she hopes to present to the board at the May meeting. Chairman Beauregard commented on the amount of  
42 information provided.

43  
44 He noted the report identified 16 laptops for special education staff, and that the board has funded laptops for some in the  
45 past. Principal Fowler stated the board funded 4 laptops 3 years ago at HUES (used by case managers and school  
46 psychologist). Principal Allen stated HPS purchased a few last year and deducted them from the total needed.

47  
48 Assistant Director Saunders remarked the monthly reporting was due April 10. It was submitted April 9<sup>th</sup>. She was  
49 notified the district is approved for the first check. She has ordered the boards, and staff laptop for Pre-K. She will order  
50 additional items, however, will place orders slowly to ensure staying on top of everything. She has contacted the DOE as  
51 they may have inventory labels they can generate for use by the schools. Chairman Beauregard questioned whether she  
52 envisioned the laptops reducing the number of steps in workflow. The response was yes. She commented they will be  
53 transferring to electronic reporting for Medicaid next year.

54  
55 Chairman Beauregard commented on the Department of Education annual parent survey. He asked if parents could be  
56 asked to complete a similar survey for the district.

### 57 58 Maintenance

59

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1 Director Siegfried commented the Principals, Business Administrator, and Superintendent were able to lower the cost for  
2 septic by \$.01, which makes a difference on 60,000 to 80,000 gallons (twice a year). From that to recycle bins, shredders,  
3 etc., the administration is working diligently at cost reduction.  
4

#### 5 *HUES*

6  
7 Director Siegfried informed the board an informational meeting was conducted on March 2<sup>nd</sup> regarding the ERV unit. The  
8 intent was to get an idea of the size, location, what it will look like inside the classroom, etc. Mr. Manley remarked the  
9 ERV unit is the size of a train car. Director Siegfried stated all aspects of the unit were discussed, and the ERV unit was  
10 ordered.  
11

12 The scope of work for the bids on the complete job should be ready by the end of the following week. He was unsure of  
13 the turnaround time although believed information should be available for the May board meeting.  
14

15 Roof leaks were discovered during recent heavy rain, and have been repaired. Mr. Manley questioned the location of the  
16 leaks and was told they were on the second floor of HUES going down to the lower level on a flat roof with a rubber  
17 membrane abutted the building. Dime sized leaks may be from walking on the walk ballasts.”  
18

#### 19 *4 Lund Lane*

20  
21 Chairman Beauregard questioned how long the administration building would be out of heat as a result of the failed boiler.  
22 Director Siegfried responded the remediation is a 4-day project (mold cleaned, dirt removed, etc.). Immediately after a  
23 new bulkhead door will be a new boiler. Superintendent Hodgdon informed the board the building is also without hot  
24 water. She commented staff is taking it in stride.  
25

#### 26 *Water Remediation Project*

27  
28 Director Siegfried explained the final numbers for getting a corrosion control plan installed are coming in. That project will  
29 be performed as soon as school lets out. They will have to shut down the water supply to the buildings (includes town  
30 buildings). When asked, Director Siegfried stated the funding was budgeted to come from the expendable trust fund, and  
31 a public hearing was conducted in February.  
32

33 The Rocky Pond pump house was checked during the recent Friday power outage. The primary pump was down. The  
34 backup pump was activated.  
35

36 Director Siegfried informed the board there are two feeds from the building down to the pump house. There is power at  
37 the building, but it is not reaching the pump house. The problem is electrical and very possibly underground. He,  
38 Dunwell Electric, and Skillings & Sons are tracing the problem.  
39

40 Dunwell will be completing additional work for the district as an underground pit approximately 5' away from an  
41 aboveground junction box will have to be dug up (by hand). Hopefully they will discover a loose connection. Worst-case  
42 scenario would be the need to dig up the fire lane behind the school. Director Siegfried stated the area has to be dug up  
43 anyway during construction at HUES, but timing is a factor, and you want the pump up and running. If the other pump  
44 were to go down there would be no water.  
45

46 The cost for the initial work is roughly \$600. Work will have to be done after hours as the schools would have to be shut  
47 down. When asked, he explained the electricians would be working with high-voltage, all of which comes through one  
48 pipe (one conduit for both lines).  
49

50 When asked whether a Clerk of the Works has been identified for the HUES project, Mr. McLaughlin stated there are a  
51 few interested individuals. He emphasized how essential a Clerk of the Works is.  
52

#### 53 Principals

#### 54 *AYP*

55  
56  
57 Chairman Beauregard asked if it were possible to review the AYP at the May meeting. He noted the importance of the  
58 topic, the amount of work involved, and the fact that NECAP reporting would appear on the May agenda. Ms. Benz was  
59 in agreement. Principal Fowler stated she had not yet officially sent her report, but would do so.

1  
2 Mr. Manley touched on a previous discussion on a unanticipated/unbudgeted special education expense and asked  
3 whether the student was enrolled. The student is enrolled.  
4

5 Chairman Beauregard, speaking to the specialists schedule for next year, questioned the third bullet "next year we will  
6 also see our specialist team working in classrooms supporting academics each morning." He asked if what was meant by  
7 specialist team was arts, science, music, and physical education teachers. Principal Fowler explained they have some  
8 time that is lab time (teachers can access their schedules) and because of the scheduling they are doing, that lab time  
9 occurs simultaneously with reading, writing or math class. After speaking to them about how they could infuse  
10 themselves into the academic program, how they could provide some tier 1 services for students in early intervening, and  
11 looking at the individual strengths, the end result was that the physical education teacher has a strength in math and will  
12 support 6<sup>th</sup> grade, the art teacher will support 5<sup>th</sup> grade in writing, and the music teacher is going to support fluency in  
13 reading in 4<sup>th</sup> grade.  
14

15 When questioned, Principal Fowler stated she had re-worked the entire specialists schedule to best accommodate  
16 Spanish instruction. She also looked at offering 4<sup>th</sup>, 5<sup>th</sup>, and 6<sup>th</sup> grade students the option for band without having to miss  
17 their music class. Students not participating in band will participate in an academic study (period where grade level  
18 special education paraprofessionals will go in and support a homework time and project time). That time is also available  
19 for the reading specialists and math support person to pull kids out.  
20

21 Mr. Manley questioned the percent of 4<sup>th</sup> grade that is participating in band. Principal Fowler stated they have never  
22 before had 4<sup>th</sup> grade band. Mr. Manley commented, on the one hand you have an incredibly enriching experience and on  
23 the other something far less. Principal Fowler did not see it that way. Mr. Manley remarked a lot of kids are not in band  
24 and the alternative will be study. He stated he had been unaware of the existence of study halls in the elementary school.  
25 Principal Fowler responded it is brand new and something she is proposing. She commented she has spoken with  
26 teachers and they did not foresee problem(s). It is a 45-minute period where students can catch up on a topic they might  
27 not know about, can get extra support in the classroom, etc.  
28

29 Ms. Mezzocchi questioned how many days a week band would meet, and was told one out of every six days. Mr. Manley  
30 stated his desire for additional information. Principal Fowler remarked a choice exists now with study skills class. There  
31 is also a homework club in math. It would not be much different than if they were doing independent work in the  
32 classroom. Mr. Manley requested additional information on how the program was formulated. He is unsure if study halls  
33 are age-appropriate for the elementary school. Principal Fowler reiterated she would not use the term study hall as it is  
34 truly an academic study. There will be a lot of individuals in there helping the students. It will truly be a time they can  
35 either catch up on their homework or study a concept that is a little difficult for them.  
36

37 Mr. Manley commented in the middle school, everyone participates in some music program. What is being proposed at  
38 the elementary school is the option of band or academic study. Principal Fowler remarked the students still have a music  
39 class. Every 4<sup>th</sup> grade student goes to music. On another day they may go to band or they may go to academic study.  
40 She stated computer classes had been another option, and are out of the schedule now. She would put in an academic  
41 study in lieu of computer class. Computer class will be off the schedule and a requirement will be in place that every  
42 week of the first semester teachers have to go to the lab with the computer teacher as a co-teaching model (eventually  
43 weaning off and going to more integrated things). Mr. Manley re-stated he was unaware the solution to allow this to occur  
44 was to have a study hall.  
45

46 Principal Fowler stated study hall is a harsh term as the situation would not be one of the students being left to do their  
47 work without any support. That is not what will be occurring in the classroom. Chairman Beauregard cited situations  
48 where students could be pulled out of classrooms at various times to participate in band and teachers were limited in their  
49 teachings as they could not teach anything new while some of their students were out of the room (participating in band).  
50

51 Mr. Manley remarked the board had discussed earth science, world language, strings, and a series of academic activities,  
52 but never discussed academic study. He was not aware that when computer was taken away it would be replaced by  
53 academic study. He is uncomfortable with students in the 4<sup>th</sup> grade in that configuration. Principal Fowler explained  
54 students would continue to receive computer class every week just as they have been. It will be integrated into the  
55 teacher's other academic schedule.  
56

57 Mr. Manley requested the opportunity to better understand the configuration, and requested the discussion be continued  
58 at the May meeting. He wished to understand how students went into this configuration, what will take place, how it will  
59 support the curriculum, are teachers going to be instructing, are paraprofessionals going to be instructing, is there an

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1 assessment tool, etc. Principal Fowler requested he provide her with a list of items to be addressed. Mr. Manley stated  
2 his desire to make the request through the Chair as he desired the request be made on the behalf of the board rather than  
3 an individual. Chairman Beauregard agreed. Chairman Beauregard commented the questions would be captured in the  
4 meeting minutes.

5  
6 Mr. Manley stated it appears there is a big shift from what had been going on before, the program is something new, and  
7 paraprofessionals supervising is something different. Previously the configuration was learning activities with professional  
8 staff. As a general principle, he believes any time students are put with paraprofessionals for an independent period  
9 during the school day the learning environment will be different from when they are with professional staff following a  
10 curriculum and assessing learning.

11  
12 Superintendent Hodgdon remarked it sounded to her more like they would not be with paraprofessionals who weren't  
13 going to be doing anything except monitoring what they are doing, but instead that they would be working on established  
14 curriculum and that the oversight would be provided, which is something that is done quite regularly by the  
15 paraprofessionals. It would be related to the work the students are currently doing.

16  
17 Mr. Manley stated the students would be in academic study because they are not in band and he is unsure that would  
18 have good undertones. Superintendent Hodgdon commented the reason her Daughter gave up band in 7<sup>th</sup> grade was  
19 because she was tired of missing other things. Mr. Manley commented what we now have to offer the other students not  
20 in band is something worth missing. Superintendent Hodgdon explained in her Daughter's situation, she had to fit into her  
21 scheduled whatever was missed while in band.

22  
23 She commented on an article she glanced in Leadership, which spoke about the known fact that we need to provide more  
24 learning time for all students in terms of the concepts they are being taught during the day. She remarked an academic  
25 study/academic focus would allow what we talk about but seldom do, which is give them that additional learning time, ask  
26 them to practice being self-managing, self-monitoring, and self-assessing. Mr. Manley agreed with her statements, but  
27 stated they would not be doing that for the students who are in band.

28  
29 Chairman Beauregard was in agreement the discussion should continue at the May meeting when additional information  
30 would be available. He asked that the information being provided include an explanation of how the program is not  
31 mutually exclusive (that one group is missing something the other group is getting). Mr. Manley stated what is being  
32 described is something he wished to know more about before moving forward. He does not believe 4<sup>th</sup> grade students in  
33 an academic study, conducted in the way it was described, is something he would support.

34  
35 Ms. Benz reiterated the students are in the class 45 minutes every 6 days. She did not have a problem with the proposal.  
36 She commented on the tough decision her Daughter had when having to choose between chorus and band. She added  
37 this has all tumbled down from budget constraints. Mr. Manley commented he did not mind the choice of chorus or band  
38 as much as a choice between band and academic study.

39  
40 Principal Allen informed the board summer camp would be open to all students. She has added 3 students to her roster  
41 and has another 2 coming next week. Chairman Beauregard remarked they are getting closer to last year's population  
42 count.

43  
44 Chairman Beauregard asked if the board could be provided with the status of the network for the next meeting, i.e., are  
45 the networks stable, are we experiencing outages, how are we utilizing the network administrator, is he constantly fighting  
46 fires or available for other things, are we still losing profiles and connections to network drives, etc. Superintendent  
47 Hodgdon suggested it best that Rich Raymond, Network Administrator, present an update to the board. Mr. Mann stated  
48 he would like Mr. Raymond to provide feedback the board can use to identify areas that may need to be considered  
49 (upgrades, etc.). He stated his desire for the system to be a tool that enables the educational vision.

50  
51 Chairman Beauregard commented he has not seen evidence to convince him the solution is just hardware. Mr. Mann  
52 agreed. He stated the need to ensure what is utilized is easily adaptable. Chairman Beauregard remarked he is unsure  
53 whether a consultant is needed to assist Mr. Raymond to diagnose both hardware and software prior to June 30<sup>th</sup> and the  
54 closing of the books for the school year. He remarked this has to be done so that planning can begin, costs can be  
55 identified, and funding in place by June 30<sup>th</sup>.

56  
57 Mr. Mann remarked he would like to focus on bottleneck issues. Superintendent Hodgdon stated her desire to participate  
58 in the process. Mr. Mann is happy to provide any guidance he can. Superintendent Hodgdon stated she was of the  
59 thinking she and the Principals would sit down with Mr. Raymond, ascertain whether or not the project is within his

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1 capacity, and, if not, make the decision to bring in a consultant. Mr. Mann commented the problems are that of stability  
2 and performance, which might be related to equipment. Chairman Beauregard stated he would like a plan of attack for  
3 diagnosing all of the issues. Mr. Mann felt the stability problem might be related to type of use. Also discussed was the  
4 age of the different types of software being utilized and the amount of memory.

5  
6 Principal Allen provided an example of the district purchasing new hardware, but not the upgraded licenses as a result of  
7 costs. You end up with a new box, but you are installing Windows 2000 on it because that is what you have the license  
8 for. Chairman Beauregard stated the board was told new boxes came with the latest software. Principal Fowler remarked  
9 that is the case for the new equipment, but the old equipment does not get upgraded because they have not purchased  
10 the new software licenses. Mr. Mann reiterated there is a conglomeration of different things being run on the server.  
11 Chairman Beauregard remarked what is needed is a site license so that all systems are running the same software.

## 12 POLICIES

### 13 *Special meeting to discuss and approve policies*

14  
15 A Special meeting of the Hollis School Board was scheduled for Monday, May 3, 2010 at 5:30 p.m. at 4 Lund Lane for the  
16 purpose of discussion/approval of policies.

## 17 BOARD DISCUSSION

18  
19 Chairman Beauregard brought Destination Imagination request up for discussion. Ms. Benz stated the organization is a  
20 very worthwhile one for a small amount of children in the district. She commented on the number of other clubs that don't  
21 receive assistance. Mr. Mann stated a concern with setting precedent. Superintendent Hodgdon touched on the number  
22 of fundraisers being conducted and the fact that the same people are being hit up over and over again. Mr. Manley noted  
23 it is not truly a school-sponsored event. Ms. Benz believes the PTO donates to them. Chairman Beauregard commented  
24 the academic competitions line item combined for the two schools is \$850. The fund paid for all of the D.I. program  
25 registrations. They do that for the geography bee, the spelling bee, math counts, etc. Chairman Beauregard noted the  
26 lack of policy to dictate how to handle such requests.

27  
28 Ms. Mezzocchi questioned how expenses for sports teams are handled, and was told the funds are budgeted for as the  
29 sports programs are part of the school program. Chairman Beauregard commented, even at the Jr. High level, sports  
30 teams never really get beyond league play. Even with that support, students still pay an athletic fee. He estimated the  
31 cost of the event per participant to be approximately \$1,200. Ms. Benz commented it is a choice to join this team. It is a  
32 wonderful team, but a choice. She felt if the board was to fund the request they would be selectively choosing one small  
33 group of children out of an entire population, and the expense is not budgeted.

34  
35 Chairman Beauregard stated his concern the board had told the voters and the Budget Committee if the district had any  
36 unencumbered funds they would be returned to the general fund. He also remarked the school budget is taxpayer  
37 money. He suggested a request such as this should be brought to the attention of the Budget Committee. Ms. Benz  
38 stated she would regretfully be unable to support a donation as she was unsure how a donation could be justified.

39  
40 Mr. Manley stated, although not one of the six students being discussed, his child is associated with Destination  
41 Imagination. Therefore, he will reclude himself from any vote.

42  
43 Chairman Beauregard found it interesting there had been no mention of including D.I. in the school curriculum or at least a  
44 similar exercise. He reiterated the bottom line is the funds are taxpayer funds. Ms. Mezzocchi added she would have  
45 provided a donation, but did not believe the board had the right to do that. Mr. Mann stated, regretfully, he was unable to  
46 support it.

47  
48 Mr. Manley stated he believed the arguments and observations are solid and he was in agreement with the opinions  
49 expressed. He did not believe the board was in a position to be able to make a donation.

50  
51 Chairman Beauregard questioned whether there was another way the board could support D.I. He noted the letter  
52 seemed to suggest funding the program was the one way to provide support. Ms. Benz remarked that is only if it is  
53 believed the board has the ability to make those choices, which it does not.

54  
55 Chairman Beauregard commented the time to request such funds would have been during the budget process so a public  
56 hearing could have been conducted with the Budget Committee. Superintendent Hodgdon remarked she has always

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1 believed the time to put such requests in is during the budget development process. She suggested a policy outlining the  
2 handling of requests as they should be brought before the voters at town meeting.

3  
4 It was noted that the funding from the academic competition line item was used towards the team's registration, and that  
5 the team has access to backpack mailing for fundraising. Chairman Beauregard stated the need for a policy and then  
6 consideration of whether the line item for academic competition should be raised, if so, and for what purpose.



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NON-PUBLIC SESSION

**MOTION BY MEMBER BENZ THAT THE BOARD GO INTO NON-PUBLIC SESSION PURSUANT TO RSA 91-A:3 II (c) TO DISCUSS A MATTER, WHICH IF DISCUSSED IN PUBLIC, WOULD LIKELY AFFECT ADVERSELY THE REPUTATION OF A PERSON, OTHER THAN A MEMBER OF THE BODY OR AGENCY ITSELF**  
**MOTION SECONDED BY MEMBER MANN**

*A Viva Voce Roll Call vote was conducted, which resulted as follows:*

Yea: Bill Beauregard, Susan Benz, Rich Manley, Robert Mann, Rosemary Mezzocchi

5

Nay:

0

**MOTION CARRIED**

*The Board went into non-public session at 10:40 p.m.*

Date \_\_\_\_\_ Signed \_\_\_\_\_

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ACTION ITEMS

**Chairman Beaugard**

Ascertain whether or not there would be a cost involved in gaining a second opinion on the potential for capturing insurance monies for the repair work at HUES. (4-14)

Re-send a copy of the policies to be reviewed and accepted (4-14-10) **(in advance of 5-3-10 Special Meeting)**

**Superintendent Hodgdon**

Work with Chairman to formalize the list of goals to topics with deliverables around them rather than goal statements (10-14-09)

With regard to the proposed job-share program, prepare an agreement, procedures, and concepts that would be incorporated into a policy, and forward them along to the board for review. (3-8-10)

Seek the opinion of Attorney Gormley as to whether or not attorney/client privilege documents can be shared for the purpose of gaining a second legal opinion. (4-14-10)

Work with Principals Allen and Fowler, Rich Raymond, and Mr. Mann to identify necessary steps/costs associated with addressing network problems. Mr. Raymond to present at the May board meeting. (4-14-10) **(5-12-10)**

Arrange for policies currently in paper form only to be scanned into pdf documents and placed on the web site. (4-14-10)

**Business Administrator**

Provide a ballpark figure for the cost of snaking the water lines (6-10-09)

Create a new technology account with sub-accounts to track hardware and software license/maintenance/supplies expenditures within the budget. Work with the principals and Director Raymond to identify and re-assign the same from the current locations in the library and the office of the principal's accounts. Provide two years' worth of history in the budget for this account. (12-17-09)

Contact Mr. Paul Calabria, Financial Officer, Town of Hollis, and the New Hampshire Department of Revenue Administration on bonding expenditures. Reconstruct and identify board decision points, BA tasks, and deadlines to coordinate bond procedures with the town for presentation at the Annual Meeting. (12-17-09)

Create a 1-2 page report detailing how expendable supplies purchasing is operating and the efficiencies being achieved (oil/supplies). The information should be reported through the Superintendent to the Budget Committee. It was suggested the report utilize the ten largest commodities showing the difference between what the district currently pays and the price of the next lowest vendor. (4-14-10)

**Assistant Director of Special Education**

Provide an updated report on cost drivers modeling. (4-14-10) **(5-12-10)**

**Principal Fowler**

Provide additional information on the incorporation of band and academic study at HUES (4-14-10) **(5-12-10)**

**Director of Maintenance**

Provide the board with status update on bids for work at HUES (4-14-10) **(5-12-10)**

**Hollis Primary School  
Recommendations for Contract Renewals 2010-2011**

**Annual**

Nichole Cailler, Third Grade
Lauren Melia, Special Education
Marie Pimley, Extended Day Kindergarten
Christine Wysokowski, Music

**Annual to Continuing**

Nancy Bernard, Reading
Susan Lewis, First Grade

**Continuing**

Allison Annand, Preschool	Lynn Lutz, Psychologist
Greg Ashley, Third Grade	Susan Manigan, Second Grade
Pam Banks, Speech	Sandy Martel, First Grade
Mary Lee Barnard, Guidance Counselor	Lauren Melia, Special Education
Cheri Birch, Science (.3)	Mary Jo Naber, First Grade
Maureen Chorma, Preschool	Heather Nelson, Reading (.9)
Carol Cornell-Smith, Second Grade	Dave Olszewski, Physical Education
Jessica Cue, First Grade	Marian Pickowicz, Reading (.6)
Penny Currier, Second Grade	Sarah Proulx, Third Grade
Joan Fuller, Reading (.5)	Amye Renaud, Second Grade
Brenda Golia, Special Education	Leslie Russell, Art
Ruth Hinde-Moura, Nurse	Judy Schibanoff, Media Specialist
Dennis Kane, Kindergarten	Julie Somorrostro, Third Grade
Christine Kelley, Special Education	David Ward, Third Grade
Ellen Lencsak, Nurse	Amy Young, Kindergarten
Sandy Lindquist, Spanish	Amy Ziminsky, First Grade

**Continuing – Shared Positions with HUES & SAU**

Fran McBee, ESL – SAU wide
Bill Olszewski, Occupational Therapist

**Staff on Leave: (2010-2011 School Year)**

Jessica Cue
-------------

**Retiring:**

Pat Connolly, Reading
Lorraine Plourde, Computer

Hollis Upper Elementary School  
2010 – 2011 Staff Recommendations  
Submitted by: Candice Fowler – Principal & Kathy McBride – Assistant Principal

Annual to Continuing Contract	Continuing to Continuing Contract	Continuing to Continuing Contract
<p>Nicolasa Moreau – 4<sup>th</sup> grade</p> <p>Robert Pooler – 4<sup>th</sup> grade</p>	<p>Mary Martin – 4<sup>th</sup> grade special educator</p> <p>Jon Rubin – 4<sup>th</sup> grade</p> <p>Lisa Stone – 4<sup>th</sup> grade</p> <p>Jamie Pelletier – 4<sup>th</sup> grade</p> <p>Nancy Kring-Burns – 5<sup>th</sup> grade special educator</p> <p>Karen Amber – 5<sup>th</sup> grade</p> <p>Paula Lockard – 5<sup>th</sup> grade</p> <p>Melanie White – 5<sup>th</sup> grade</p> <p>Colleen McBride – 5<sup>th</sup> grade</p> <p>Caryn Miller – 5<sup>th</sup> grade</p> <p>Betty Marshall – 6<sup>th</sup> grade special educator</p> <p>Karen Fischer – 6<sup>th</sup> grade</p> <p>Sue Hoyt – 6<sup>th</sup> grade</p> <p>Betsy Keegan – 6<sup>th</sup> grade</p> <p>Karen Kelley – 6<sup>th</sup> grade</p> <p>MaryLou Noonan – 6<sup>th</sup> grade</p>	<p>Lesha Colthart – Music</p> <p>Ray Daneau – Guidance</p> <p>Ana Grant – Spanish</p> <p>Brenda Nickerson – Library</p> <p>Alex Pope – Art</p> <p>Gail Rogers – Computer</p> <p>Betsy Thorpe – Band (.6)</p> <p>Tom Williamson – Gym</p> <p>Gail Ansaldo – Nurse</p> <p>Meg Bamford – Reading Specialist</p> <p>Kari Raiano – Reading Specialist/Coach</p> <p>Sue Caron – Math Support Teacher/Coach</p> <p>Fran McBee – ESL (shared with all schools)</p> <p>Sue Morelli – Speech Pathologist</p> <p>Bill Olszewski – OT</p> <p>Paula Francis-Springer – Psychologist</p>
<p><b>Annual to Annual Contract</b></p> <p>Tracy Ekberg – Reading Specialist (.3)</p>		