



**HOLLIS SCHOOL BOARD  
JUNE 3, 2026  
MEETING MINUTES**

A regular meeting of the Hollis School Board was conducted on Wednesday, June 3, 2026, at 6:00 p.m. at the Hollis Upper Elementary School.

Carryl Roy, Chairperson, presided:

Members of the Board Present: Raphael Zack, Vice Chairperson  
Anne Wake-DePasquale, Secretary  
Jonathan Fontaine  
Jessica Lahens

Members of the Board Absent:

Also Participating: Dorothy Flaherty, Asst. Superintendent of Curriculum & Instruction  
Lauren DiGennaro, Asst. Superintendent of Student Services  
Lance Finamore, Facilities Director  
Paula Izbicki, Principal, Hollis Primary School  
Candice Fowler, Principal, Hollis Upper Elementary School  
Sarah Proulx, Special Ed. Admin, Hollis Upper Elementary School

---

**AGENDA ADJUSTMENTS/CORRESPONDENCE**

A request was made to adjust the agenda by adding, under Deliberations, Board action on the recommendation of the Superintendent to approve the expenditure of an amount up to \$100,000 from the FY26 fund balance to begin work on Drury Lane.

*There being no objection, the agenda was amended, as requested.*

**CONSENT AGENDA**

A copy of the Consent Agenda is attached.

**MOTION BY MEMBER LAHENS TO APPROVE THE CONSENT AGENDA, AS PRESENTED  
MOTION SECONDED BY MEMBER WAKE DE-PASQUALE  
MOTION CARRIED  
5-0-0**

**APPROVAL OF MINUTES**

Hollis School Board . . . . . May 6, 2026

*The following amendments were offered:*

- Page 6, Line 30; delete the comma following \$95,000”
- Page 9, Line 23; reverse the order of listing for “Alternate” and “Liaison”
- Page 14, Line 28; correct the spelling of “enrollment”
- Page 21, Line 4; correct the spelling of “Fontaine”
- Page 22, Line 37; replace the question mark with a comma
- Page 24, Line 29; replace “”that is” with “that has”

**MOTION BY MEMBER WAKE-DEPASQUALE TO ACCEPT, AS AMENDED  
MOTION SECONDED BY MEMBER FONTAINE  
MOTION CARRIED  
5-0-0**

Hollis School Board – **Non-Public**. . . . . May 6, 2026

**MOTION BY MEMBER WAKE-DEPASQUALE TO ACCEPT, AS PRESENTED  
MOTION SECONDED BY MEMBER LAHENS  
MOTION CARRIED  
5-0-0**

*Having not yet reached the time for which the Public Hearing was noticed to begin, and there being no objection, the Board went out of the regular order of business to take up the Principals Report.*

**PRINCIPALS’ REPORT**

1. HPS/HUES

Dorothy Flaherty, Assistant Superintendent of Curriculum & Instruction, highlighted items from the report provided as part of the [agenda](#) packet. As of 5-26-26, enrollment totals 685; 388 at the Hollis Primary School (HPS) and 297 at the Hollis Upper Elementary School (HUES). Since the time of the report, a single third grade student has left the district.

Regarding upcoming events, every grade level is having a celebration of learning. June 4<sup>th</sup> is the last day of Preschool. June 4<sup>th</sup> will have a K9 assembly with the Milford K9 Unit and Officer Nick. June 5<sup>th</sup> is kindergarten screenings. On June 10<sup>th</sup> grade 3 will visit HUES. On June 11<sup>th</sup> grade 6 will have a BBQ celebration. June 15<sup>th</sup> is promotion ceremony for sixth grade students. The last day for students is June 16<sup>th</sup>.

All staff open positions for HPS have been filled for the 26/27 school year.

Incoming kindergarten screenings were all filled up.

State testing went well for all grades 3-6.

The HUES - DARE graduation was excellent with our five essay readers showcasing what they learned.

Asked about the timing of when teachers can view NHSAS data versus parents and then the public, Assistant Superintendent Doherty responded teachers can see it quickly and send out reports to parents. The data that is available now is more useful on an individual student level for placement or discussion of where students may perform strongly or are struggling. The administration will not present NHSAS data until fall because right now there is nothing to compare it to. Once the State data is released a report can be created and a comparison shared.

*The Board returned to the regular order of business.*

## **PUBLIC HEARING**

**MOTION BY MEMBER FONTAINE THAT THE BOARD RECESS UNTIL THE CONCLUSION OF THE PUBLIC HEARING ON THE HOLLIS SCHOOL BUILDING AND SAU BUILDING MAINTENANCE EXPENDABLE TRUSTS  
MOTION SECONDED BY MEMBER ZACK  
MOTION CARRIED  
5-0-0**

*The Board recessed at 6:16 p.m.  
The Board reconvened at 6:21 p.m.*

## **PUBLIC INPUT**

Residents providing input were asked to state their name and address for the record and that input be focused on items included on the agenda. The public input period is not intended to be a back-and-forth discussion, but rather an opportunity for the Board to hear from residents before acting on items appearing on the agenda.

*Chair Roy declared the period for public input open at 6:22 p.m.*

## **PRINCIPALS' REPORT (Continued)**

### **2. End of Year Presentation**

A PowerPoint presentation provided. Can be viewed [here](#) (beginning at tape counter 23:34).

Sarah Proulx, Special Ed. Admin, Hollis Upper Elementary School, HUES, spoke of interviews that have taken place. Coming on board are a new Occupational Therapist at HPS and, at HUES, a Case Manager, 4<sup>th</sup> Grade Teacher, and School Psychologist. Having entered the process early, we were able to achieve a strong candidate pool.

### **Scheduled Summer Work**

Paula Izbicki, Principal, HPS, spoke of summer work planned for HPS including painting lines in the parking lot, painting the second grade hallways, and a few room changes.

Candice Fowler, Principal, HUES, noted summer work planned at HUES includes the Munter's Unit; down in the basement or the first floor we have a dehumidification system which requires major repairs. It is hoped the basketball court work will be done. Curbs will be painted and a deep cleaning done throughout the building.

Asked about the track, she stated a crew will come out and spray to try to kill some of the grass and weeds that grow there. We had not been out there for about 6 weeks and the track was not visible under the grass. We are on a regular schedule now for maintenance twice a year.

### Culture and Climate

Ms. Proulx spoke of the goal of fostering an environment of mutual appreciation and collaboration; one of the ways they are doing this is through HUES students going down to visit and buddy up with classrooms at HPS. TLC Monday has been very successful; all kids in HPS playing together on Monday mornings. Teachers are meeting in Professional Learning Communities (PLCs) at HPS and HUES so they have those opportunities to talk across grade level and within their team to work on curriculum, ways to support each other and students, and engage in a lot of professional development throughout the year on a variety of different topics.

Asked how Mondays have been working with the rain, Principal Izbicki commented it has been great. It is like an indoor recess if we must be indoors. We have had parent volunteers come and help out. For the most part we were able to get everybody out that we wanted to. She has received nothing but positive feedback from parents, staff, and students.

### Curriculum, Instruction & Assessment

Principal Izbicki spoke of the goal of continuous improvement in each student's level of achievement and growth. This is done through curriculum implementation, best practices, and Tier I focus.

They are in year 2 of the implementation of Eureka<sup>2</sup>, which is supporting students' number sense. With Core Knowledge Language Arts (CKLA), a lot of teachers dabbled in it. This year was year one of implementation. That is the program that has reading and knowledge built in. We are continuing to work on our best practices and Tier I focus.

She commended the teachers for taking on one program, after another, implementing it, asking questions, and talking about it at PLCs. Abby Diaz, Curriculum Administrator, has been going to team times talking with teachers about what is working, where we might need to fill in anything, and making sure that every child is getting that top level Tier I instruction. She believes the curriculum programs we have chosen have really stepped up our Tier I instruction and held us to a solid level so that we can now start looking at other avenues as we move forward with different goals we look to next year.

### End of Year Aimsweb Data

Principal Izbicki stated Aimsweb is a comparative snapshot that tracks student progress and movement across fall, winter, and spring benchmark testing. One data point we need to talk about is students making progress. This is one data point we use along with teacher observation, instructional assessments we do in class, formative assessment, progress monitoring, etc. All those things are a piece of the puzzle that helps us support these kids in continuing to grow.

A chart was displayed of the Aimsweb map that includes Kindergarten ELA, first grade math, first grade ELA, second grade math, second grade ELA, third grade math, and third grade ELA. It was reiterated that the district does not utilize a single snapshot of a child and make all decisions based on that. This gives us one piece of that puzzle that helps us understand the child's progress.

Principal Fowler addressed the slide display of the fourth grade Aimsweb Math. Noted were Tier 1, Tier II and Tier III results for fall, winter, and spring. Tier I instruction is the regular classroom instruction where you will

see kids participating with all their peers. Tier II is when we might pull you out if struggling or for enrichment or something to help or ensure there are no holes in learning. Tier III would be we really need to have more intense help to get you where you need to be. That is a little bit of how Aimsweb does that, which is why the chart was shown in pyramids. As can be seen from the fall, winter, and spring results, our goal is to have less kids at Tier II and Tier II and more at Tier I as we triangulate the different data points Principal Izbicki discussed. We do not just use Aimsweb, we look at the whole child from social, behavioral to academic. All of those things go along with our formative and summative assessments.

Additional charts were shown showing fourth grade ELA results; looking at are we seeing that growth. This is one piece of evidence. We have other pieces of evidence where we see students who perhaps are writing a few sentences and by the end of the year they are writing some amazing paragraphs. We have students who are starting off with dictation and then moving to writing. There are lots of ways to look at that growth. This is just one easy way to show you that the programs and practices we are employing in the Hollis School District are working for students over time.

Member Lahens asked if students could opt out of Aimsweb and was told then can. Asked, Principal Fowler stated there is not a significant percentage, but there are a few parents who think it may be too stressful. Then we just use other data points to help make sure we can figure out where the children are. It is just like the NHSAS. The NHSAS is a bit more formal as it is a State test.

Member Lahens remarked the fall math in sixth grade is probably the largest area where we see students in Tier III. There is a big jump from fifth grade math to sixth grade math in terms of how much is seen for Tier III. She questioned if there are any thoughts about what is occurring there. Principal Fowler stated in the Common Core Standards, there is a distinct difference between the K-5 and then 6<sup>th</sup>. In K-5 there are no ratios or proportions at all. That is introduced in the sixth grade. It is a little bit of a learning curve for the students as they start to think about that different way of thinking about math. Over time we help them understand.

Member Lahens stated her understanding that right now we are using Eureka Math at HPS and still holding off at HUES. Principal Fowler stated that the decision was made that we would not use Eureka Math. It flows nicely from Eureka into Envision. The way that it works and focuses down at the primary is about numeracy and really building that base and understanding, and then up at HUES, it is about application of that base. Students are coming up with a solid foundation of how numbers work, why those numbers are in those places, and what that really means, which means we can do the work of fourth grade, fifth grade, sixth grade; application of those core operations.

Member Fontaine remarked one of the things he struggled with is the data charts and that they do not necessarily scale with the expectations of the students entering the year versus what comes out. If you have a sixth grader coming out, what he is curious about is does the Aimsweb scale with the fact that they are a trimester 1 sixth grader versus a trimester 3 sixth grader?

Principal Fowler responded absolutely, this is a nationally normed test, which means it looks at trends across the United States, and it looks at what are sixth grader trends in the fall in math at this time of year and that is where those percentages match up. When we see a student who is in say the 82<sup>nd</sup> percentile, we are looking nationally to say they are doing as well or better than 82% of the students they are compared to which is other sixth graders in this one study across the United States.

She remarked the way they typically do the studies is they consider those outliers, those numbers, and it is all statistically consistent. For our local numbers, she will not know if our numbers have a higher or lower opt out rate than another. She can say for us the opt outs are very low.

Member Lahens remarked the Aimsweb is giving us good benchmarks for math and ELA. Anecdotally, science is a subject that she hears parents expressing more worries about. She asked if there are any thoughts about are we and how are we measuring that.

Principal Fowler stated students take the science NHSAS test in fifth grade, eighth grade, and 11<sup>th</sup> grade currently although it is moving to 10<sup>th</sup> grade. The problem with that data over time is that the subject is changing and the cohort is changing. It is hard to look at data for a comparison. It has been suggested that if they took the test in fifth grade and again in eighth grade you should be able to make a comparison of that cohort. That would be a great comparison if it were the same type of science. What happens is in fifth grade they took life science but in eighth grade it is now physical science so you still do not have a chance to compare. There is not a mechanism right now that we are giving a standardized test to all students across all grades in the State to say how we are doing compared to someone else. She remarked that she can say we do a lot of problem solving, inquiry, experiments, etc., but it is hard to put a slide up to say here is how they did each year in life science.

Member Fontaine commented that the COOP School District has started to assess and demonstrate achievement of the students in a little bit of a different fashion trying to take a holistic approach. He is uncertain how easy or difficult it would be, but like the science question, he has questions on the technology side as well. He feels it would be helpful if, in addition to this information, we could get from the different schools a holistic view of how students are doing holistically not necessarily in a standardized way but in a way that at least we can get the assessments and say yes students at HUES are getting a very well-rounded music component, science component, etc.

Principal Fowler asked if what he was referring to was more of the scope and sequence of what is happening in each building?

Assistant Superintendent Flaherty commented that it sounds more like the data dashboard because they are not just looking at academic data. They are looking at some of the other data as well.

Member Fontaine remarked, as a parent and Board member, he thought that was a good approach overall. He cares about the academics, but especially with some of the younger ages, the social and capability section is more important than the academics as they grow into it.

Principal Fowler believes they all have plans for what that might look like.

Vice Chair Zack commented on having seen the Aimsweb data last year and that it looks like the trends were similar. If going back 3-4 years, would the trends be similar? Principal Fowler stated every year we see a little bit of a difference. The trend that she can discuss the most is where we get them in the fall and where we end in the spring, we are shrinking our Tier II and Tier III numbers. Each year is different with the group that comes in. What is important to all of us is that no matter where you start you need to end the year in a different place.

Principal Izbicki stated it did look dramatically different for HPS because they had half-day kindergarten and now have full-day kindergarten. That has improved our growth for students at a different rate.

Assistant Superintendent Doherty added that currently being explored is a new assessment tool that will give us better data; looking at one that will break that Tier I data down into more truncated areas so that we can make sure that all students are growing. We want to ensure those at the top of Tier I are growing as much as students in Tier II or Tier III.

Member Wake-DePasquale commented she wished for the public to know Aimsweb is a screener so that green (Tier I) is typically like 35<sup>th</sup> percentile and above. That is a huge range. This is an effort the school is making to

get more precise data to better serve our students. She spoke of how much she appreciates that as an educator, but it does not provide the full spectrum of information that would be most helpful. Steps are being taken to remedy that.

### Facilities & Grounds

The goal is that the district will continue to maintain and keep in good physical repair its physical assets as they relate to all facilities and grounds. What was worked on this year was the work of the Enrollment Committee, ensuring we are allocating the budget and funds to the right places, and ensuring we are prioritizing and then collaborating with facilities and building supervisors.

We continue to prioritize and ensure we have everything where we need to be. Although we are disappointed with where the vote landed, we are still going to have some steady progress on the committee to ensure we are addressing the needs at HPS. This year, in the budget, she will make certain we are keeping kids and staff safe in the building as we move forward as there are some needs that we will have to address.

Member Lahens commented that the Fire Marshall had provided HPS a bit of leeway on some things that felt like they were not quite in keeping with the Fire code, but the Chief had indicated if you're going to be doing a renovation soon she would not give them a hard time about this now, but that could not be sustained on an indefinite basis.

Asked for an overview of the areas where the building does not meet fire code, Principal Izbicki stated that would be covered in the next few slides.

### Communication

Principal Fowler spoke of the Instagram accounts as a means for the district to share information on happenings in the schools. ParentSquare communication continues to work well. This year we have moved away from the paper field trip permission forms. We did our math acceleration core test, which was a paper/pencil and they tried with a permission slip on ParentSquare. They see opportunities where they can just message a parent to say hey, I just wanted to tell you this really great thing happened. There are overrides in Digest where you only get emails at 5:00 p.m. The downside she has found is that if she sends a text or email at 7:00 p.m., and you are on Digest, you will not get it until the next day at 5:00 p.m.

### Building and Process Changes HPS 26/27

Principal Izbicki spoke of the two-year process that resulted in the warrant article for the Annual Meeting, which was unfortunately not supported by the voters.

There is the need to make changes. She spoke with staff earlier in the day about those changes. There has been a lot of back-and-forth in trying to make the best, well-balanced decision. She does not want to hurt our students or academics, but she has to make some decisions that will be sound and safe for everyone.

There will be some outside and some inside changes. On the outside, we will be limited to one carpool lane. We are eliminating the carpool lane in the back of the building. We need to have an emergency lane. That is one thing that can no longer be delayed. The one carpool lane will be up the side by the gym door. This will definitely slow down dismissal and run into a pretty big issue after 3:15 p.m. depending on how long it takes. Staff is done at 3:15 p.m. They work minute to minute. They do not have five minutes in their classroom before they start with kids. They are due here and kids are here. They leave and kids are gone. There is not a minute to spare. We may have to shut the door and have parents pick up in the front office where administration can do it

because our staff will be off duty. We will do our best to make sure everybody is safe and things are moving along, but we need to have that emergency lane.

There are not sufficient spaces for everybody to park. What we have done in the past is let parents pull over to parking spaces to buckle their children in. We are no longer going to be able to do that. We have had an accident, people almost get hit by buses, children unsafe, and that cannot occur. Principal Izbicki stated she has not made the final decision yet because she goes back and forth with it constantly but is still considering parents being able to buckle their children in line. However, that is going to take a lot more time. We have a lot of kindergarten students who are unable to buckle themselves in and it will slow down the process.

The safety part of this will limit traffic coming from multiple directions. The buses will be able to go out one side without interfering with the other side of carpool and buses will be coming in from one side and won't be interacting with outgoing traffic any longer.

On the inside, we are moving preschool into a classroom. This keeps all classes in an actual classroom and will keep kids in a safe space. Because of that there is a trickle effect, which now means that art will be on a cart pushing into classes. This does limit that curriculum. The teacher will no longer have access to the kiln. There will be certain things that the teacher is limited to no longer having the dedicated space and because everything will be carried for art class.

During previous discussions of this being the first special that will be on a cart or pushing into classrooms, what was overlooked was that we have taken technology (used to have a full classroom) and moved into the Learning Commons to help extend and accelerate learning for some students to now have a desk, who also pushes in. Now we have two specials that are pushing in.

Administration is taking back offices. We moved into a hallway like office. To have a confidential conversation, to be talking on the phone with a parent and have someone come in to talk to another administrator is not okay. That is also kickstarting some changes because we now have our case managers who were told they were not going to move again who will be moving into another classroom. We have a second-grade classroom open because we are going to five classes there. We went from 6 kindergarten classes to five first grade classes. There is an extra classroom in that area, which will go to the case managers (3 of them will be in there).

In the space where the administration is now is where the math team will be located. Our Reading RtI specialists who will be rooming with our special education reading specialist.

Member Fontaine asked about the specialists moving to the second floor, and if that will impact their ability to work with children who must stay on the first floor? Principal Izbicki stated they have been given the ability to work with children at different age levels only because they are only there for a short amount of time.

Principal Izbicki continued by stating they will have to limit visitors to the third-grade concert, and the art show is possibly going to be cancelled due to the limited ability we have with the curriculum. The reason for the third-grade concert is the desire for every child to perform in front of an audience before they leave. We just cannot have the number of people we have and will have to find a way to limit that, e.g., hand out tickets, etc.

We will also limit all school assemblies. There will be changes to our Veterans Day ceremony, the holiday sing-along, and our monthly student assemblies. Every time we gather there we are over capacity. We will find a way to hopefully get everybody to an assembly, but also it will limit access to the assemblies.

Those are the changes that are being made as of this time.

Regarding the question of registration, we are at 81 kindergarteners, and that means that there are 81 registered and ready to come. We have 4 phone calls of people inquiring and appointments for 3 coming in next week to drop off their paperwork. We do not count those 3 or 4 until they have all their paperwork done.

We also have 3 additional first grade students registered for next year, and 1 additional second grader.

Chair Roy noted the current kindergarten enrollment is 87. Principal Izbicki added they are at 90 going into first grade.

Asked, she stated there are 6 sections of kindergarten right now and 5 sections of first grade.

Member Wake-DePasquale commented on what Principal Izbicki and Ms. Diaz and others have been dealing with trying to work with the environment they are in. When the tour was conducted, there were residents who were appalled at the working situation of our specialists who work with our most vulnerable students. She has spoken with Principal Izbicki about the concern with burnout of these people who have highly specialized skills. We have incredible specialists at this school, e.g., known across New England. We have people who are at the top of their game and not easy to replace. They have dealt with being moved every year for at least a decade. She touched upon the difficulties of moving your classroom from one year to the next.

They talked about the desire to make them feel valued and give them a proper space and then someone else had to suffer. Now every single kid in the school will be impacted by losing some aspect of their art program. When you think about the supplies and also having to train the kids to utilize those supplies in a classroom without destroying the classroom of the teacher who occupies that space all day and then have to clean that up afterwards and put it away, that allows for very little instruction time. The teacher that hosts that she hopes has great classroom management because now you have to transition back. This is going to be disruptive and a steep learning curve. Now that we are going to be at capacity in a lot of these classrooms and you are adding this, it will be tough.

At the next meeting of what is currently called the Enrollment Committee, they will be providing feedback. The meetings are open to the public. The hope is there will be some ideas and thinking outside the box to provide further assistance.

Principal Izbicki spoke of the summer being the biggest enrollment time. Things could fluctuate. They will keep everyone up to date.

Member Fontaine asked what theoretically would be the number that could cause the kindergarten sections to go to seven. Chair Roy remarked it would be the addition of twenty more students. This year we added the sixth anticipating more enrollment that did not come to fruition. As a result, we are low per classroom right now. At this point, having 81 already registered plus the inquiries will fill those 6 sections. Principal Izbicki remarked we had some wiggle room with the six and then went down to five because the numbers were low; went to 5 first grade.

Asked what would occur with the kiln, Principal Izbicki stated it cannot be moved out of the room (would fall apart). The custodian will block it off in a way that will be safe and secure. Because we will block it off it will not be accessible to use.

Looking Forward

Principal Izbicki stated her goal is to keep moral positive. Today, talking about what we are doing and sharing it with staff was a bit of a hiccup in the usual end of year morale. They always look at doing what is best for students. She knows they will still do that; they will just have to be even more creative.

They will continue to watch enrollment numbers.

She, Mrs. Proulx and Mrs. Diaz have talked about the goals for next year. They discussed how Tier I was made very solid, they have made all of the wonderful curriculum changes, and are really talking about the Tier II and hoping that they can look at data points that can break up that green area so that they can start to schedule in meeting all kids' needs.

### Abigail Donnelly, Library Media Specialist, HUES

Outside of the regular classroom activities there are a few leadership activities. One such activity is the Student Council program that she has continued since Mrs. Nickerson retired. Another is a new program started 3 years ago called Tiny Businesses; started by a sixth-grade student to open a hand made business entrepreneur program. This program has now gained media attention.

### Student Council

Harriet Hutton and Marcy Wormer provided a presentation on Student Council.

The mission is to help around the school to make everyone's experience better each year.

Student Council helps represent the school in every way and shows that the kids can be responsible and make positive changes. Student Council spends their recess time and after school time attending meetings. In these meetings they helped coordinate and help with ways they wanted to make the school a better place and make school days easier for others.

They were thrilled and excited to help their school and make fun assemblies for those attending.

Student Council makes sure to coordinate fun assemblies for students to participate in through gatherings like movie night, pie day, and March madness.

This helps the community by giving back to others in need. It helps them understand how to give back and understand what their going through. They have done things like food drives, and given toothbrushes, essentials, and deodorant.

### Tiny Businesses

Novin Ramakrishnan, Student Director, Tiny Businesses, stated Tiny Businesses has been running for 3 years with the goal of teaching students from fourth through sixth grade valuable business skills to apply in the real world. Vendors make home-made items to sell at school. At the end of each month, 30% of their profits go towards a non-profit organization in their community.

This past year they raised about \$700 going towards three different charities in our nearby communities of Brookline and Nashua. In total since the start of Tiny Businesses, they have donated to eleven different charities and raised over \$1,320. All that money goes towards improving the lives of people in our communities. Tiny Businesses has been featured in two local news stories and has been the subject of two different in-school

interviews; most recently by WMUR, which can be found on their YouTube channel and on the Tiny Business website.

Asked about the number of water bottles saved this year, Principal Fowler stated there to have been 16,000 or thereabouts having not yet counted for April and May.

**The period for public input was declared closed at 7:23 p.m.**

## **DISCUSSION**

### 1. Capital Improvement Plan (CIP)

Lance Finamore, Facilities Director, provided a presentation (can be viewed [here](#) beginning at tape counter 1:29:32).

The intent was to inform and discuss the status of the Hollis School District facilities, the Capital Improvement Plan for the district, how that is devised and how we evaluate our need to improve facilities, repair something, or restructure. Collaboration occurs with the SAU Administration, building administration, district maintenance personnel facilities personnel as well as outside vendors.

A facility audit tool is utilized and presented in a spreadsheet designed to capture the status of all the systems in each building. The evaluator assigns points based on functional condition and safety/compliance concerns. When sorted, the final totals bring the highest priorities to the top. The sheet has a total of thirty different criteria. Each category is graded and results in identifying what will be on the CIP and what budget items will be for the next fiscal year.

A slide was presented listing areas of concern for each of the buildings:

### **Hollis Primary School (HPS)**

#### HVAC

- Remaining HVAC units

A good deal of work has been done over the past 10 years replacing HVAC units. There remains one unit that requires replacement in the coming years.

#### Building I Grounds

- Paving

Paving is always a concern.

### **Hollis Upper Elementary School (HUES)**

#### HVAC

- HVAC Upgrades

There has been lot of great feedback from the COOP District around dehumidification. HPS is good with aspects of cooling with the air source heat pumps. That is not the case at HUES. Dehumidification has worked out so well at the COOP district, that there is the desire to bring it over to HUES.

### Safety

- Elevator retrofit overhaul

The elevator is aging. Being looked at is renovating that in the next couple of years.

Member Wake-DePasquale remarked hasn't the school been consistently putting funds aside for a number of years for the elevator, and was told that is the case (\$30,000/year).

### Buildings & Grounds

- Paving
- Flooring

The CIP is updated annually using the same methodology. Ballpark estimates are refined annually as time permits.

When creating the CIP for Hollis, included are items that come up over the years. There are items in there that are reaching end-of-life or such as the dehumidification that is a necessity going forward in the 21<sup>st</sup> Century in the school setting. Items listed in the CIP include Air Handler #3 at HPS, flooring, paving, etc. The list will be revised following budget season and mid-way through the year. It is a living document.

Member Fontaine asked if the flooring at HPS (identified as \$35,000/year from FY28 to FY31) or the septic field replacement at \$1,250,000 in FY31 would have been done as part of the proposed project. Director Finamore stated that to be correct. The version of the CIP that was sent to Vice Chair Zack highlighted the items that would have been addressed through approval of the project.

Director Finamore stated the numbers are deceiving. A chart was displayed depicting items to be addressed through the Hollis Maintenance Trust: FY27; \$125,000, FY28, \$377,000, FY29 \$1,640,000, FY30 \$1,283,000, and FY31 \$1,385,000.

The large cost items could be addressed through passage of a bond warrant article. There is the desire to capture all items within the CIP so that they continue to be tracked.

Member Fontaine asked if the Hollis CIP includes the SAU building and water facilities (owned by the district), was told it does not.

Director Finamore spoke of the study that was done of Rocky Pond. He remarked that the SAU building is the absolute last priority.

Vice Chair Zack spoke of the desire of the Town of Hollis Capital Expenditure Advisory Committee (CEAC) that the CIP go beyond the five-year time when identifying large project costs. Director Finamore commented on the difficulty of looking out even two years. He stated he would look into the ability to provide numbers for the outyears beyond those currently identified in the CIP.

Chair Roy commented when looking ten years out, there are simply too many unknowns. She spoke of the need to ensure items brought forward to the CEAC are done in a manner so that it is understood that items identified are not absolute for a particular period. It is a matter of here is what is on our radar and when it could happen.

Member Wake-DePasquale commented that HUES has the double buzz entry that was discussed a good deal as something desired for HPS. She asked if that had fallen under facilities/CIP as an expense for HUES and was told it had been funded through a SAFE Grant.

It was noted that the district's attempts at additional applications for SAFE grants have been rejected because of having already received one. Member Wake-DePasquale asked for HPS to get that safe, double-buzz entry, will that be identified within the CIP? Director Finamore stated it can be.

## 2. Revenue/Expense Report

As of the report dated 6-1-26, on the expense side of the ledger, listed is a balance of \$136,238. On the revenue side, identified is a balance of \$122,376. With the transfer to Food Service of \$22,849, the Unreserved Fund Balance is listed as \$235,765. Anticipated needs for FY27 include the allocation of \$125,000 to the Maintenance Trust Fund and \$23,970 to the SAU Building Trust (rental fee). The result is a projected fund balance of \$86,795.

Assistant Superintendent Flaherty noted savings on the expense side are largely associated with regular education resulting from hiring savings and unfilled positions as well as associated benefits. The two areas of the largest overages continue to be in special education for student programming and transportation and the winter costs in facilities.

The Administration is recommending those funds be used to begin the work on Drury Lane. Noted was that balances may change as we close out the year. The request is to utilize up to \$100,000 from the FY26 fund balance to begin work on Drury Lane. That will not cover the total cost but will get the work started. Remaining items would be identified in the next proposed budget.

## 3. Data Governance Plan

Assistant Superintendent Flaherty stated the Data Governance Plan comes before the Board every two years. She, the Compliance Coordinator, and the Director of Technology reviewed the plan. A memorandum outlining the few changes was provided as part of the agenda packet. The largest edits were in the change of team member names and titles, consistency with formatting, and updating and correcting hyperlinks.

In the area of content, changes were removal of policies that are no longer current and/or applicable to the district and the addition of updating the practices regarding the Google suite and account disposal.

This is not something the Board has to take formal action on. It is simply an acknowledgement that it was reported to the Board.

## 4. Enrollment Committee Update

Member Wake-DePasquale stated the last meeting was May 20<sup>th</sup>. The current membership discussed the committee's Charge. Anyone who had expressed interest in the committee was provided with a copy of the proposed Charge. She ensured those who had access to the document could provide comments so that even members who were unable to attend that meeting could provide feedback.

During the meeting, the committee was able to produce the draft that is being presented tonight (included in the agenda packet).

When discussing naming the committee, the idea of a building committee did come up. It turns out that is an official term. It denotes a committee that has decision making power and that is key as to why it is not appropriate for the committee to have the title of building committee. The committee is advisory in nature.

The purpose is to help guide the Administration and the Board in making decisions per their respective powers. The title that was landed on is the Hollis School District Renovation and Expansion Committee (HREC). Once this Board decides on the Mission and Charge, committee membership will be decided during a non-public session. Anyone who is interested has provided a letter describing what position they are interested in, their qualifications, etc.

Going forward, attempts will be made to try to offer the meetings on Zoom and/or live stream. The first meeting of HREC is anticipated for June 15<sup>th</sup> at 3:15 P.M.

#### 5. Town of Hollis Capital Expenditure Advisory Committee (CEAC) Update

Vice Chair Zack reiterated the Committee has not met since the time of the last School Board meeting. He reiterated the committee's desire to be provided with information on large expenditure items for the outyears going beyond the five-year period. He believes it to be well understood that the further out you go the less accurate you become with timelines and estimated costs. Having awareness around the larger projects can be helpful for some of the decision making.

At the next meeting, he will bring up having a better sense of the level of certainty on individual projects. Sometimes we know that in an upcoming year something is definitely going for a bond, which is very different from something that is listed in the outyears where it is unclear if it will come forward in 3 years or 5 and if cost estimate is accurate or inaccurate.

Member Fontaine asked if there is an update on at what point on the long-term projection does the projection start to become misleading or misinformation for the public because it becomes high speculation and a potential that by speculating an expense in the distant future current things that are not speculation would possibly be either avoided or misconstrued to impact those further commitments? He has that concern from a Board position.

Vice Chair Zack stated the need to have clarity over what is being presented.

Chair Roy stated her surprise that the committee desires to expand the CIP out ten years because of those concerns.

### **DELIBERATIONS**

- To see what action the Board will take regarding providing the Superintendent with the authority to hire, accept resignations, and terminate staff until the September 2026, School Board meeting.

Traditionally, the Board does not meet during the month of July. Throughout the summer the Superintendent needs to move forward with hiring decisions. Historically, during the June meeting, the Board has authorized the Superintendent to move forward on hiring, etc. without having to bring those before the Board for a vote in order to expedite those matters.

**MOTION BY MEMBER WAKE-DEPASQUALE TO AUTHORIZE THE SUPERINTENDENT TO HIRE, ACCEPT RESIGNATIONS, AND TERMINATE STAFF UNTIL THE SEPTEMBER BOARD MEETING, AND REQUIRE NOTIFICATION TO THE BOARD OF SUCH ACTIONS**  
**MOTION SECONDED BY MEMBER ZACK**  
**MOTION CARRIED**

**5-0-0**

- To see what action the Board will take regarding the Hollis Maintenance Expendable Trust

FY27 Requested Items and Estimated Cost

HUES	Classroom Flooring – Lower Level	\$ 35,000
	Basketball Courts Paving	40,000
	Basketball Courts Hoop Replacement	15,000
	Sponge Spruce Removal & Drywall	20,000
	Cabinet Replacement Phase 3	<u>15,000</u>
	<b>HUES Sub-Total</b>	<b>\$125,000</b>
	<b>TOTAL</b>	<b>\$125,000</b>

**MOTION BY MEMBER LAHENS TO AUTHORIZE THE EXPENDITURE OF AN AMOUNT NOT TO EXCEED ONE HUNDRED TWENTY-FIVE THOUSAND DOLLARS (\$125,000) FROM THE HOLLIS SCHOOL BUILDINGS EXPENDABLE TRUST FUND FOR THE PURCHASE OF THE MAINTENANCE ITEMS IDENTIFIED DURING THE PUBLIC HEARING**  
**MOTION SECONDED BY MEMBER ZACK**

**MOTION CARRIED**

**5-0-0**

- To see what action the Board will take regarding the SAU Maintenance Expendable Trust

FY27 Requests: SAU Roof Repair – Estimated at \$32,000

**MOTION BY MEMBER WAKE-DEPASQUALE TO AUTHORIZE THE EXPENDITURE OF AN AMOUNT NOT TO EXCEED THIRTY-TWO THOUSAND DOLLARS (\$32,000) FROM THE SAU BUILDING EXPENDABLE TRUST FOR THE SAU BUILDING ROOF REPAIR**  
**MOTION SECONDED BY MEMBER ZACK**

ON THE QUESTION

Chair Roy stated, as the owners of the 4 Lund Lane property, the decision of how to utilize the fund (rental proceeds) is that of the Hollis School Board. The SAU Administration is the tenant.

Member Fontaine spoke about the need for the roof repair.

**MOTION CARRIED**

**5-0-0**

- To see what action the Board will take regarding the Hollis Enrollment Committee Charter

**MOTION BY MEMBER WAKE-DEPASQUALE TO APPROVE THE RENAMING OF THE HOLLIS**

## **ENROLLMENT COMMITTEE AND THE CHARTER FOR THE NEWLY NAMED HOLLIS SCHOOL DISTRICT RENOVATION AND EXPANSION COMMITTEE, AS PRESENTED MOTION SECONDED BY MEMBER LAHENS**

### ON THE QUESTION

Member Fontaine commented he was trying to understand why this committee was pulling staffing into its scope when it is his understanding staffing was not necessarily a consideration. The position of staff was, but how it is worded staffing in and of itself was not necessarily considered. He was trying to identify whether that was related to discussion around potential needs alignment and budget or a discussion around how staff are doing with the current conditions. He felt staff lived with the administrators and the SAU in general and that the committee would not necessarily have input on those beyond what the Board does already. He was trying to understand the impetus for the addition.

Member Wake-DePasquale stated the language was in the original charter. This is not something that was discussed very often this past year, but the committee is an advisory committee. It allows them to provide feedback. For example, last summer when in a situation where we had 89 kindergarten students registered, that was actually a discussion she was pulled into as a part of the committee. She would assume it was partly because that is how the committee was viewed as getting input on this topic. The committee does not have the power to make those decisions, but to be consulted with and provide feedback or get ideas on that.

In the absence of that language, she believes if Principal Izbicki and/or Superintendent Bergskaug were to seek feedback from the committee, that would take place.

Member Fontaine stated his major concern to be if staffing discussions happen in committee instead of coming before the Board as an agenda item, they could instead come in the form of discussion of a briefing from the committee. If they do not happen at the Board level, there may be insights or conversations that the full Board might want to hear that may just go to the committee instead. There were a lot of discussions last year where it was like the committee has talked about this.

Chair Roy stated the committee would be reporting everything they do to the Board at which time the Board would discuss all of it. She is not personally concerned about the language. With members being close to it, they will be the ones that can provide us with the amount of detail that we may not have otherwise had from that perspective.

Member Wake-DePasquale responded she was uncertain of an instance or instances where that may have occurred noting the minutes of the committee meetings are detailed. Having not heard that feedback previously, she requested Member Fontaine reach out to her with any suggestions on how to better communicate to alleviate those concerns.

Member Fontaine spoke of the stakeholders noting he was unclear when reading that section if stakeholders were committee members or people who are interested in the outcomes of the committee. It reads as though it is membership.

Member Wake-DePasquale stated that to also have been part of the original language. When this was put together the question was asked of who the key stakeholders are and what happens with increased enrollment. That was the language that was used. She has no issue with changing it to committee members. This does describe membership.

Member Lahens agreed changing key stakeholders to committee membership provides additional clarity.

Member Fontaine questioned the reasoning behind breaking out parents and guardians versus community.

Chair Roy stated a community member doesn't have to have a child in the school district.

Member Fontaine remarked his specific question is if you get two parents involved and a third parent who wants to join as a community member are they restricted from doing that?

Member Wake-DePasquale commented she does not want to restrict anyone. As she has repeatedly stated, everyone is welcome to attend the meetings. She has never had problems with people at the meetings and speaking out of turn or prohibiting the work the committee was doing. On May 20<sup>th</sup> committee members were there to meet and we had almost an audience for the first time. She does not think anyone would necessarily be turned away. She wants to find a way to keep anyone who is truly interested involved. She stated there to be more than enough community members and parents and guardians interested. She would love to find a way to keep everyone in the loop and contributing to the work.

Chair Roy asked if there is membership, defined members, are they the ones who might vote on ideas that are moving forward and others would be audience with public input.

Member Wake-DePasquale commented they have never voted. They have been a small group and there has been a good deal of discussion. She believes once the committee is formed she would probably put that to the committee for discussion. At present, she cannot think of a situation that would result in the committee voting. At some point she will likely discuss meeting protocols with the group.

Member Fontaine asked last year when we removed some of the building proposals the Enrollment Committee itself did not vote on which ones to weed out? Chair Roy stated they brought the choices forth to the Board for a decision. Member Fontaine stated his recollection there were originally 5 and a decision was made to bring 3 forward to the Board. Member Wake-DePasquale stated all five were still presented. The committee provided an explanation of why some were not recommended. They were all brought forward identifying the three the committee felt the Board should consider and why. As a committee they never took a formal vote. It was an easy agreement to eliminate two of the five.

Member Fontaine commented there are those who are necessary to participate on a regular basis, but if a committee where it is more of a discussion and less of a voting aspect, his question would be do we put these other ones in knowing that in general people are going to be involved and actively participating does it need to be a reserve in the Charter position or fundamentally since this committee in its advisory roll is bubbling up all of the information anyway do we just not bother with that component.

Member Wake-DePasquale remarked she believes the structure is needed as there is the need to have members who are committed to staying informed. There is so much information that is shared over what will be very few meetings before a warrant article has to be put together, presented to the Budget Committee, and placed on the Warrant. Those who have expressed an interest have been informed they would be committing to attending the meetings, reading minutes, etc. The membership really means that you are informed. There are some lovely parents who would show up to some meetings every now and then who she included when sending out agendas and minutes, etc., but they were not committee members. Members have that level of commitment.

Member Fontaine stated he finds the Charter a really good come back from the last meeting. It contains a lot of information he and he suspects the community discussed. A lot of his questions are more around it being his first go at putting a committee in place, and he is trying to ensure, where necessary, we put structure and where not necessary we don't put structure.

**AMENDED MOTION BY MEMBER WAKE-DEPASQUALE TO APPROVE THE RENAMING OF THE HOLLIS ENROLLMENT COMMITTEE AND THE CHARTER FOR THE NEWLY NAMED HOLLIS SCHOOL DISTRICT RENOVATION AND EXPANSION COMMITTEE, WITH THE AMENDMENT OF CHANGING THE PHRASE KEY STAKEHOLDERS TO COMMITTEE MEMBERSHIP**

**MOTION SECONDED BY MEMBER FONTAINE**

**MOTION CARRIED**

**5-0-0**

- To see what action the Board will take regarding the recommendation of the Superintendent to expend from the FY26 fund balance

**MOTION BY MEMBER FONTAINE TO AUTHORIZE AN AMOUNT NOT TO EXCEED ONE HUNDRED THOUSAND DOLLARS (\$100,000) FROM THE UNRESERVED FUND BALANCE TO BE PUT TOWARD THE REPAIRS OF DRURY LANE**

**MOTION SECONDED BY MEMBER WAKE-DEPASQUALE**

ON THE QUESTION

Vice Chair Zack asked, with a projected fund balance of \$86,795, ow do we get to \$100,000?

Assistant Superintendent Flaherty spoke of the belief that the fund balance will increase as we close out the books and stated they would not exceed whatever is in the fund balance at year end. Asked, she stated the Facilities Director is in the process of obtaining bids, and the rough estimate for the repairs \$91,000 in paving. There is the need for culvert work. We know the work that needs to be done will exceed that \$100,000. This is the start of the work. She is uncertain which phase would be completed first.

Member Fontaine asked how the difference would be addressed and was told the Administration would come forward with a recommendation in next year's budget and/or use remaining funds. He spoke of the right lane side of Drury Lane technically being the fire lane and is in bad shape.

**MOTION CARRIED**

**5-0-0**

- To see what action the Board will take regarding the Proposed Policy Memo

Policy EBCA – Crisis Prevention and Emergency Response Plans (**New to District**)

*Given it 1<sup>st</sup> Reading;*

**MOTION BY MEMBER LAHENS TO ACCEPT THE FIRST READING, WAIVE SUBSEQUENT READINGS, AND ADOPT POLICY EBCA – CRISIS PREVENTION AND EMERGENCY RESPONSE PLANS**

**MOTION SECONDED BY MEMBER ZACK**

ON THE QUESTION

Member Lahens noted the policy is not required but is recommended. She spoke of an incident at another school that resulted in the belief that this should be formalized in policy. Outlined in the policy are items the district already does. The intent was simply to formalize it in policy.

Included is the following language: “The District Emergency Operations Plan shall not be considered a public record and shall not be available for public inspection or review, except as otherwise required by law.”.

Member Fontaine asked if the document is marked in such a way that it is exempt from Right to Know requests. Assistant Superintendent Flaherty stated the Superintendent has the right to not release any of the safety materials.

Chair Roy noted the Chair of the School Board signs the Emergency Operations Plan (EOP) for each building each year.

**MOTION CARRIED**

**5-0-0**

**Policy GBEBB** – Employee-Student Relations

- 1<sup>st</sup> Reading: April 1, 2026 (as amended)
- 2<sup>nd</sup> Reading: 5-6-26 (as amended)

*Given it 3<sup>rd</sup> Reading;*

**MOTION BY MEMBER LAHENS TO ACCEPT THE THIRD READING AND ADOPT  
POLICY GBEBB – EMPLOYEE-STUDENT RELATIONS  
MOTION SECONDED BY MEMBER ZACK**

ON THE QUESTION

Member Lahens noted the only edit since the time of the last reading was the removal of a referenced policy.

**MOTION CARRIED**

**5-0-0**

**Policy JCA** – Change of School Assignment – Best Interests and Manifest Hardship

- 1<sup>st</sup> Reading: April 1, 2026 (as amended)
- 2<sup>nd</sup> Reading: 5-6-26 (as amended)

*Given it 3<sup>rd</sup> Reading;*

**MOTION BY MEMBER LAHENS TO AMEND THE TITLE BY REMOVING “OR” AND THE  
FIRST SENTENCE BY REMOVING “AND CLASSES”, ACCEPT THE THIRD READING,  
AND ADOPT POLICY JCA - CHANGE OF SCHOOL ASSIGNMENT – BEST INTERESTS  
AND MANIFEST HARDSHIP, AS AMENDED  
MOTION SECONDED BY MEMBER ZACK**

ON THE QUESTION

Member Lahens spoke of previous discussion around removing “OR” in the title of the policy. Although it had been suggested that the word “assignment” also be removed, the Policy Committee discussed that this policy also covers an instance of movement within classrooms.

Assistant Superintendent DiGennaro stated legal counsel provided clarification that the policy addresses assignments outside of school. You can choose to keep the word assignment, but could remove “and classes”.

**MOTION CARRIED**

**5-0-0**

**Policy JLCE/EBBC – Emergency Care and First Aid (replaces JLCE)**

- 1<sup>st</sup> Reading: April 1, 2026 (as amended)
- 2<sup>nd</sup> Reading: 5-6-26 (as amended)

*Given it 3<sup>rd</sup> Reading;*

**MOTION BY MEMBER LAHENS TO AMEND THE FOURTH PARAGRAPH OF THE FIRST PAGE TO READ “THE SCHOOL WILL OBTAIN AT THE START OF EACH SCHOOL YEAR EMERGENCY CONTACT INFORMATION OF LEGAL GUARDIANS FOR EACH STUDENT; AND EMERGENCY CONTACT INFORMATION FOR ALL STAFF MEMBERS” AND THE SEVENTH PARAGRAPH ON THE SECOND PAGE BY REPLACING “CAN BE AVAILABLE” WITH “ARE PERMITTED TO BE AVAILABLE”, ACCEPT THE THIRD READING AND ADOPT POLICY JLCE/EBBC – EMERGENCY CARE AND FIRST AID, AS AMENDED**

**MOTION SECONDED BY MEMBER ZACK**

ON THE QUESTION

Member Lahens noted the district does not have legal guardian information for staff because they are adults without legal guardians. The edit to the language is to provide clarification.

The additional amendment was in response to feedback received at the last meeting to provide additional clarity.

**MOTION CARRIED**

**5-0-0**

**EHB-R - Local Records Retention Schedule (New to District)**

- 1<sup>st</sup> Reading: 5-6-26

*Given its 2<sup>nd</sup> Reading;*

**MOTION BY MEMBER LAHENS TO AMEND BY ADDING INFORMATION PERTAINING TO GOOGLE ACCOUNTS, ACCEPT THE SECOND READING, WAIVE THE THIRD, AND ADOPT POLICY EHB-R - RECORDS RETENTION SCHEDULE, AS AMENDED**

**MOTION SECONDED BY MEMBER ZACK**

ON THE QUESTION

Member Lahens noted the addition to be information pertaining to Google Accounts. The Data Governance Plan references the ability to find out when we delete staff google accounts.

Vice Chair Zack asked if switching from Google to some other service, would the policy language become outdated, and was told that would result in the need to update the policy language.

Member Wake-Depasquale commented on the language that states “As approved in March 2024 by Superintendent Corey with reference to the Data Governance Plan and policy EHAB.” and asked if the name of the Superintendent should be identified in policy.

Chair Roy stated it to be a historical statement.

Assistant Superintendent Flaherty stated the name could be removed.

Member Lahens stated the column where the language appears identifies what the Statute or rule is. She was agreeable to removing “Corey” and simply identifying “Superintendent.”

Member Fontaine questioned if there was guidance from legal counsel concerning holding staff and other support staff records in archive for a period of time in case litigation or other accusations come up.

Assistant Superintendent Doherty responded that all the information was supplied by our Director of Human Resources, and it reflects all of the recent changes in law.

Member Fontaine remarked we do not have a concern that if we were to be sued a year later, etc.

Assistant Superintendent DiGennaro stated there to be a statute of limitations on certain legal actions. She referred to the District Administrators/Leadership area where it states: “Archived 2 years after the final day of employment and stored for additional time at the discretion of the Superintendent.”. It would depend on how much information would be personal to that person because we have documents and other storage things for different documents we have.

Chair Roy noted the question was asked and answered during the review conducted as part of the May meeting. An excerpt from the meeting minutes states: “Asked if there is anything that stipulates if certain documents are required for legal purposes? Superintendent Bergskaug responded if there are documents required for legal action that is pending then yes, but there are times when we hit the retention cycle and things are discarded.”

**AMENDED MOTION BY MEMBER LAHENS TO AMEND BY ADDING INFORMATION PERTAINING TO GOOGLE ACCOUNTS, BY REPLACING “SUPERINTENDENT COREY” WITH “THE SUPERINTENDENT”, ACCEPT THE SECOND READING, WAIVE THE THIRD, AND ADOPT POLICY EHB-R - RECORDS RETENTION SCHEDULE, AS AMENDED MOTION SECONDED BY MEMBER ZACK**

**MOTION CARRIED**

**5-0-0**

**Policy IIB - Class Size**

- 1<sup>st</sup> Reading: 5-6-26 (as amended)

*Given its 2<sup>nd</sup> Reading;*

**MOTION BY MEMBER LAHENS TO AMEND POLICY IIB - CLASS SIZE, IN ITS ENTIRETY, BY REPLACING IT WITH THE COPY PROVIDED WITH THE AGENDA, AND ACCEPT THE SECOND READING, AS AMENDED MOTION SECONDED BY MEMBER ZACK**

#### ON THE QUESTION

Member Lahens remarked the Policy Committee grappled with the possibility that, because of increasing enrollment, that we may have to increase class sizes. The desire was to have policy language that allows that if it becomes necessary, but not written in a way that means that we are in a situation in budget season where the language forces us into increasing class sizes.

Edits were made in an attempt to balance those concerns and also address the concerns raised last month about the structure and the way the State recommendations are offered. We looked at the specific

regulation around ratios and put that directly into the policy language. Even the State acknowledges that “kindergarten through grade 2, 25 students or fewer per educator, provided that each school shall strive to achieve the class size of 20 students or fewer per educator”.

Within the State standards there is still a certain amount of flexibility, ambiguity, and encouragement of keeping class sizes relatively small.

Member Wake-DePasquale spoke of being pleased with the inclusion of the NHDOE language.

Noted was that the age of HPS and renovations that have had to happen over the years have caused some of our classrooms to be very small. Some classrooms are as small as 750 sq. ft. where, by modern standards, a kindergarten classroom should be 1,000 sq. ft. The fact that we are looking at some of these areas to be a little lower than the State recommendation is quite appropriate. When at some point we are able to figure out how many students actually can physically be in classrooms we will be glad that we already have a policy in place that is encouraging us to be thinking about those smaller class sizes but then still does give us the flexibility in a State of Emergency.

Member Lahens spoke of a historical period where the school experienced a lot of pressure from the Budget Committee to allow class sizes to go up to 30, which would have resulted in safety considerations. Our Principals have made it clear there were other times where there was an appetite in town to add money in the budget and hire an additional teacher and the Principal at HUES was clear that she really didn’t think that we need to add the money to the budget and having one class over the recommended size was not something she felt was concerning. As a school there have been conversations around both sides of that issue.

Member Fontaine stated his only concern to be with the formatting of the excerpt from the NHDOE. At first glance, he felt the Ed 306.14 was being added to the policy and not simply referenced.

The suggestion was that the NH DOE language be indented.

Member Lahens noted the language is italicized. She suggested, given the amount of strikethroughs, etc., that the policy be looked at again next month in a clean copy, and if it remains unclear, it can be addressed.

She commented on discussion of Pre-K classes, which do not have recommendations included in the policy, and that is because we cannot. We are just needing to respond to IEP students.

**MOTION CARRIED**

**5-0-0**

**Policy JICK - Pupil Safety and Violence Prevention - Bullying**

- 1<sup>st</sup> Reading: 5-6-26 (as amended)

*Given its 2<sup>nd</sup> Reading;*

**MOTION BY MEMBER LAHENS TO AMEND THE FOURTH PARAGRAPH BY REPLACING “WITHOUT MORE” WITH “ON ITS OWN” AND ACCEPT THE SECOND READING OF POLICY JICK - PUPIL SAFETY AND VIOLENCE PREVENTION - BULLYING, AS AMENDED MOTION SECONDED BY MEMBER ZACK**

ON THE QUESTION

Member Lahens spoke of discussion around replacing “parent” with “legal guardian” as that is done in other policies and there is a desire for consistency. However, it is difficult to do in this policy because parent has a specific definition in this policy.

**MOTION CARRIED**

**5-0-0**

**NON-PUBLIC**

**MOTION BY MEMBER WAKE-DEPASQUALE THAT THE BOARD, BY ROLL CALL, GO INTO NON-PUBLIC SESSION PURSUANT TO RSA 91-A:3 II (a) THE DISMISSAL, PROMOTION OR COMPENSATION OF ANY PUBLIC EMPLOYEE AND (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 FONTAINE**

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

Yea: Jonathan Fontaine, Anne Wake-DePasquale, Jessica Lahens, Carryl Roy, Raphael Zack

5

Nay:

0

**MOTION CARRIED**

*The Board went into non-public session at 8:43 p.m.*

*The Board came out of non-public session at 9:46 p.m.*

**MOTION BY MEMBER LAHENS TO APPROVE THE HOLLIS SCHOOL DISTRICT RENOVATION AND EXPANSION COMMITTEE (HREC) APPOINTMENTS AS DECIDED BY THE BOARD DURING THE NONPUBLIC SESSION**  
**MOTION SECONDED BY MEMBER FONTAINE**

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

Yea: Jonathan Fontaine, Jessica Lahens, Carryl Roy, Anne Wake-DePasquale, Raphael Zack

5

Nay:

0

**MOTION CARRIED**

**ADJOURNMENT**

**MOTION BY MEMBER FONTAINE TO ADJOURN**

**MOTION SECONDED BY MEMBER ZACK**

**MOTION CARRIED**

**5-0-0**

*The June 3, 2026, meeting of the Hollis School Board was adjourned at 9:47 p.m.*

Submitted by: Dawn MacMillan, Recording Secretary



## School Administrative Unit #41

Hollis, Brookline & Hollis Brookline Cooperative School Districts

603 324 5999

4 Lund Lane, Hollis, NH 03049

June 2026

### Nominations

Name	Position	Location	Lane/Step	Salary	Degree/Credentials
Jordan Reardon	Case Manager	HUES	Masters+30/Step 7	\$70,425.00	Bachelors in Psychology - Presbyterian College; Masters in Early Childhood Ed - University of Southern GA; Masters in Special Ed CIA - Southern NH University; Certified Special Education Teacher (1900)

### Resignations/Retirements

Name	Position	Location	Reason	Notes



**HOLLIS SCHOOL DISTRICT  
JUNE 3, 2026  
PUBLIC HEARING  
MEETING MINUTES**

A Public Hearing was conducted by the Hollis School Board on Wednesday, June 3, 2026, at 6:16 p.m. at the Hollis Upper Elementary School.

Carryl Roy, Chairperson, presided:

Members of the Board Present: Raphael Zack, Vice Chairperson  
Anne Wake-DePasquale, Secretary  
Jonathan Fontaine  
Jessica Lahens

Members of the Board Absent:

Also Participating: Dorothy Flaherty, Asst. Superintendent of Curriculum & Instruction  
Lauren DiGennaro, Asst. Superintendent of Student Services

---

**HOLLIS SCHOOL DISTRICT  
PUBLIC HEARING  
HOLLIS SCHOOL BUILDINGS EXPENDABLE TRUST  
SAU BUILDING MAINTENANCE EXPENDABLE TRUST**

The Public Hearing was conducted, in accordance with RSA 198:20-c, to obtain public input on the expenditure of funds from the Hollis and SAU Building Maintenance Expendable Trusts.

**Hollis School Buildings Expendable Trust**

During the budget process building and district administrators identified several needed repairs/improvements for their respective buildings within the Hollis School District. During the hearing on the proposed FY27 budget, the Hollis Budget Committee and the Hollis School Board recommended that the funding source for these particular items be the Hollis School Building Expendable Trust.

**FY27 Requested Items and Estimated Cost**

HUES	Classroom Flooring – Lower Level	\$ 35,000
	Basketball Courts Paving	40,000
	Basketball Courts Hoop Replacement	15,000
	Sponge Spruce Removal & Drywall	20,000

Cabinet Replacement Phase 3  
**TOTAL**

15,000  
**\$125,000**

Hollis School Building Expendable Trust Status

Current Available Balance: \$ 171,000  
To be added in FY27: \$ 125,000  
FY27 Expenditures: \$ 125,000  
FY27 Ending Balance: \$ 171,000 (Anticipated)

**SAU Building Expendable Trust**

FY27 Requests: SAU Roof Repair – Estimated at \$32,000

SAU Building Expendable Trust Status

Current Balance: \$88,765  
To be added in FY27: \$23,970  
FY27 Expenditures: \$32,000  
FY27 Ending Balance: \$80,735 (Anticipated)

**HSD Water System Expendable Trust**

There are no plans to use funds in FY27.

The recommendation is for a warrant in the amount of \$25,000 in 2027 to take the available balance back up to \$50,000.

Water System Expendable Trust Status

Current Balance: \$27,078  
To be added in FY27: \$ 0  
FY27 Expenditures: \$ 0  
FY27 Ending Balance: \$27,078 (Anticipated)

**HSD Special Education Expendable Trust**

There are no plans to use funds in FY27.

The recommendation is for a warrant in the amount of \$25,000 in 2027 to continue building to the goal balance of \$225,000.

Special Education Expendable Trust Status

Current Balance: \$169,408  
To be added in FY27: \$ 0  
FY27 Expenditures: \$ 0  
FY27 Ending Balance: \$169,408 (Anticipated)

***Chair Roy opened the floor for public comment at 6:19 p.m.***

Testimony in Favor - None

Testimony in Opposition - None

Testimony in Favor - None

Testimony in Opposition - None

**The Public Hearing was declared closed at 6:21 p.m.**

*Submitted by: Dawn MacMillan, Recording Secretary*

Draft



**MOTION BY MEMBER LAHENS THAT THE BOARD, BY ROLL CALL, COME OUT OF NON-PUBLIC SESSION AND RETURN TO THE REGULAR MEETING OF THE HOLLIS SCHOOL BOARD**  
**MOTION SECONDED BY MEMBER FONTAINE**

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

Yea: Raphael Zack, Carryl Roy, Jessica Lahens, Jonathan Fontaine, Anne Wake-DePasquale 5  
Nay: 0

**MOTION CARRIED**

*The Board came out of the non-public session at 9:46 p.m.*

Date **June 3, 2026** Signed [Anne Wake-DePasquale \(HSB\)](#)

**Respectfully submitted by Anne Wake-DePasquale**