

HOPKINTON SCHOOL COMMITTEE
Tuesday, October 7, 2014
Special Meeting 8:00 PM
HHS Main Office Conference Room
MINUTES

School Committee Chair Jonathan Graziano opened the regular meeting at 8:03 PM with the following present:

Members:

Mr. Jonathan Graziano, Chair
Ms. Ellen Scordino, Vice Chair (absent)
Ms. Jean Bertschmann, Member
Ms. Kelly Knight, Member
Ms. Lori Nickerson, Member (late arrival, 8:05 pm)

Also Present:

Dr. Cathy MacLeod, Superintendent
Kim Pulnik, Director of Human Resources

Others: Chris McClure, Director of Technology for the Town of Hopkinton

I. Pledge of Allegiance

II. New Business

- A. Payroll Position Request: Dr. MacLeod and Ms. Pulnik provided the School Committee with an update regarding the challenges of successfully processing payroll after the implementation of the new town service, MUNIS. Given the number of school department employees, and the variety of unique payroll situations, the new de-centralized MUNIS system is much more time consuming and inaccurate than the former system. There are no consulting hours left available under the town contract, and the consulting services to date have not proved adequate. Dr. MacLeod and Ms. Pulnik are requesting the addition of a second payroll coordinator, as well as approval to engage consulting services to help manage the transition to the new system.

Members of the School Committee asked clarifying questions. Mr. McClure was available to answer questions regarding the town hall transition to MUNIS.

On a motion made by Ms. Bertschmann, seconded by Ms. Nickerson, the School Committee voted to approve an additional payroll coordinator position, to be paid for through positive payroll variances.

Vote: Favor: 4 Oppose: 0 Abstain: 0 Absent: 1 (Ms. Scordino)

By general consensus, the School Committee supported the use of the Professional Services budget to hire a MUNIS consultant. After the consultant is in place, a recommendation regarding needs going forward will be brought to the Committee for further consideration.

III. Adjournment

On a motion made by Ms. Nickerson, seconded by Ms. Bertschmann, the School Committee voted to adjourn the meeting.

Vote: Favor: 4 Oppose: 0 Abstain: 0 Absent: 1 (Ms. Scordino)

The meeting was adjourned at 9:09 PM.

Respectfully submitted,

Jonathan Graziano, Chair
Ellen Scordino, Vice Chair