

HOPKINTON SCHOOL COMMITTEE

Thursday, November 13, 2014

Special Meeting 7:00 PM

Middle School Library

MINUTES

School Committee Chair Jonathan Graziano opened the regular meeting at 7:00 PM with the following present:

Members:

Mr. Jonathan Graziano, Chair
Ms. Ellen Scordino, Vice Chair
Ms. Jean Bertschmann, Member
Ms. Kelly Knight, Member
Ms. Lori Nickerson, Member

Also Present:

Dr. Cathy MacLeod, Superintendent
Mr. Robert Berlo, Assistant Superintendent
Mr. Ralph Dumas, Director of Finance

I. Pledge of Allegiance

II. Reports to the School Committee

- A. NESDEC Enrollment Report: Dr. Don Kennedy reviewed the New England School Development Council's (NESDEC) enrollment projections. Births can be tracked fairly accurately, whereas 'move-ins' are much more difficult to predict. Hopkinton experienced a record-breaking 80 'move-ins' this year. The quality of life in Hopkinton and the quality of the schools continue to draw families to the Town. Also, Hopkinton has a broad variety of housing options for families. NESDEC is predicting that a high rate of 'move-ins' will continue for the next several years.

While overall the enrollment projections predict a flat number for Hopkinton Schools, families with young children are coming into the town in greater numbers than ever before. Dr. Kennedy has started to track the 25-34 age group of 'move-ins'. This group has the largest impact on the elementary school enrollment numbers, and the number of families in that age group coming into the town seems to be unique to Hopkinton. Dr. Kennedy expressed thanks to Hopkinton Town Director of Land Use, Planning and Permitting Elaine Lazarus for the information she provided.

School Committee members expressed thanks to Dr. Kennedy and asked clarifying questions. The new enrollment numbers will be shared with the Massachusetts School Building Authority (MSBA) as these numbers greatly impact the building that will be the solution to the Center School. Dr. MacLeod thanked Dr. Kennedy for making Hopkinton a top priority in calculating these enrollment projections.

III. Old Business:

- A. Capital Article-Feasibility Study Warrant #15-024 Payments Miyares & Harrington LLP \$997.50, and Compass Project Management \$21,979.41

Mr. Graziano explained that the School Committee delayed approval for payment of these invoices at their meeting held last week. Additional information and the minutes of the Elementary School Building Committee (ESBC) meeting were since provided to the School Committee. Mr. Graziano clarified that the Town Treasurer confirmed that the School Department has the responsibility for making payments for this account.

On a motion made by Ms. Nickerson, seconded by Ms. Scordino, the School Committee voted to approve payment of Warrant #15-024 l consisting of invoices from Miyares & Harrington LLP for \$997.50 and Compass Project Management for \$21,979.41.

Vote: Favor: 5

Oppose: 0

Abstain: 0

Absent: 0

IV. Public Comment: None at this meeting

V. Budget Presentations:

- A. Buildings and Grounds Budget Presentation: Director of Buildings and Grounds Al Rogers provided an overview of the budget requests from the Buildings and Grounds Department. An increase of 1.0 FTE for the Maintenance Department and a 1.0 FTE for the Middle School Custodial Staff is requested.

School Committee members asked clarifying questions. Dr. MacLeod explained that the process to maintain the elementary schools was revamped to increase accountability and provide greater efficiency when repairs and fixes are requested. Mr. Dumas explained the rationale for the use of Revolving Account funds to offset the Operating Budget. The increases in electricity rates are a deep concern. The School Department's contract for electricity expires at the end of June 2015. Procurement will be delayed to see if rates stabilize. The industry norm of square footage costs for custodial maintenance was requested. During the budget process last year the public identified the importance of extraordinary maintenance. In this budget extraordinary maintenance is 25% higher than in last year's budget, with \$45,000 being funded from Revolving Accounts. A running list of items which were deferred and their costs was requested.

- B. Central Office Budget Presentation: School Committee members asked clarifying questions. Dr. MacLeod reviewed the history of personnel changes and needs in the Central Office. A 10% reduction in the price of a bus pass and the elimination of the Daycare Transportation fee are included in this budget. Mr. Graziano requested the analysis Mr. Dumas created to track costs and income for bus transportation as the projected increase in enrollment will affect the number of busses needed by the District.

Prior to adjournment the School Committee discussed the need for the presently scheduled School Committee Meeting on Thursday, December 11, 2014. By general consensus the Committee supported Dr. MacLeod's suggestion to present a preview of the budget on that date which will be followed by questions and discussion from the Committee. This discussion will be used to inform the Superintendent's Preliminary FY16 Budget presentation scheduled for December 18, 2014.

VI. Adjournment

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

Vote: Favor: 5

Oppose: 0

Abstain: 0

Absent: 0

The meeting was adjourned at 9:07 PM.

Respectfully submitted,

Jonathan Graziano, Chair
Ellen Scordino, Vice Chair