

**HOPKINTON SCHOOL COMMITTEE**

**Thursday, March 16, 2017**

**Regular Meeting 6:30 PM**

**High School Library**

**AGENDA**

**I. Interview Preparation: 6:30 – 7:00 PM**

**II. Pledge of Allegiance**

**III. Recognitions**

**A. 2017 High School Science and Engineer Fair**

- a. 1st Place: Himanshu Minocha - *Campus Safety Warning and Notification System Using 3D Geofencing*
- b. 2nd Place: Brian Best - *Music Math: Does Music Follow a Zipfian Distribution?*
- c. 3rd Place (Tie)
  - i. Freya Proudman - *Young Women's Optimism for their Futures*
  - ii. Kate Woelflein & Emma Blake - *The Effect of Global Warming on Spider Silk Proteins*
- d. Projects Moving to Regionals
  - i. Ashley Nee - *Association of Smell and Memory Impairment*
  - ii. Parima Sharma & Bronwyn Pappas-Byers - *Development of Solar Cells Using Conductive Glass*
  - iii. Will Lampert - *Distracted Driver Detector Using Webcam*
  - iv. Elan Rosen - *Using a Directional Lighting Network to Aide in Fire Escape*
  - v. Maria Tartaglione - *The Effect of Ocean Acidification on Homarus americanus*
  - vi. Hritesh Rajanagan - *Which Biofuel is Best?*
  - vii. Alexa Benack, Sara Cahill & Eva Kuruvilla - *Finding Effective Biodegradable Alternatives to Plastics*
  - viii. Advait Nene - *Harvesting Piezoelectricity for Everyday Use*

**IV. Public Comments**

**V. Reports**

- A. 7:30 – 7:35: Student Council
- B. 7:35 – 7:50: Turf Field Committee
- C. 7:50 – 8:00: Liaisons Reports
- D. 8:00 – 8:05: SC Chair Report
- D. 8:05 – 8:20: Superintendent's Report
  - a. Budget Update

**VI. New Business**

**A. 8:20 – 8:30: Food Service Management Contract - Whitson's Renewal – Mr. Dumas**

For Consideration: request and recommendation that the School Committee exercise its option to renew the contract with Whitson's for a third year, beginning in September 2017.

Motion: move to approve the recommendation of the Superintendent to renew the contract with Whitson's for a third year, beginning in September 2017.

**B. 8:30 – 8:40: Preschool .9 Paraprofessional – Dr. MacLeod**

For Consideration: of the need for a .9 Paraprofessional for the preschool for the remainder of the 2016-2017 school year due to a change in available personnel for this program.

Motion: move to approve the .9 Paraprofessional for the preschool for the remainder of the 2016-2017 school year.

C. 8:40 – 8:50: **Official Naming of the New Elementary School** – Mrs. Nickerson

For Consideration: of the Superintendent's recommendation regarding the naming of the new elementary school.

Motion: TBD

**VII. Public Comments: 8:50**

**VIII. Items by Consensus: 9:00**

Recommended Motion: Move to Approve the Items by Consensus as outlined below.

- A. The Superintendent recommends the School Committee vote to approve the Operating Budget & Other Funds Warrant #17-058 in the amount of \$191,435.53.
- B. The Superintendent recommends that the School Committee vote to approve the minutes of the Regular School Committee meeting of February 16, 2017.

**IX. Executive Session: 9:10**

- A. To hear a grievance.
- B. To conduct strategy sessions in preparation for negotiations with non-unit personnel.
- C. To comply with, or act under the authority of, MGL specific to the review of the Executive Session Minutes for the meetings of July 12, 2010, September 2, 2010, September 16, 2010, October 7, 2010, October 21, 2010, November 4, 2010, January 13, 2011, January 20, 2011, January 29, 2011, February 17, 2011, March 3, 2011, March 11, 2011, March 17, 2011, April 7, 2011, April 28, 2011, May 12, 2011, May 26, 2011 (I), May 26, 2011 (II), and June 9, 2011 for release and to reconvene in open session for the purpose of adjournment.

**X. Adjournment**

**XI. Next Meetings**

Thursday, March 23, 2017 @ 7:00 PM

Thursday, April 6, 2017 @ 7:00 PM

Thursday, April 13, 2017 @ 7:00 PM

Thursday, May 11, 2017 @ 7:00 PM

Thursday, May 25, 2017 @ 7:00 PM

High School Library – Special Meeting  
Director of Finance Finalist Interviews  
High School Library – Regular Meeting  
High School Library – Regular Meeting  
High School Library – Regular Meeting  
High School Library – Regular Meeting  
High School Library – Regular Meeting  
Reorganization of School Committee

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**ITEM DIVIDER**



Maegan Cox <mcox@hopkinton.k12.ma.us>

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## Science Fair winners - please let me know if you would like them to come to an upcoming Science Fair so we can coordinate with the students.

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Leslie Moothart <lmoothart@hopkinton.k12.ma.us>

Wed, Mar 1, 2017 at 6:20 AM

To: Maegan Cox <mcox@hopkinton.k12.ma.us>, Cathy MacLeod <cmacleod@hopkinton.k12.ma.us>, Carol Cavanaugh <ccavanaugh@hopkinton.k12.ma.us>, Evan Bishop <ebishop@hopkinton.k12.ma.us>

Good Morning,

Kristen Baldiga sent out the following announcement following the Science Fair yesterday.

We are proud to announce the 1st, 2nd and 3rd (tie!) place projects for the 2017 HHS Science and Engineer Fair:

**1st Place:**

**Himanshu Minocha**

*Campus Safety Warning and Notification System Using 3D Geofencing*

**2nd Place:**

**Brian Best**

*Music Math: Does Music Follow a Zipfian Distribution?*

**3rd Place (TIE):**

**Freya Proudman**

*Young Women's Optimism for their Futures*

**Kate Woelflein & Emma Beale**

*The Effect of Global Warming on Spider Silk Proteins*

And rounding out the Top 12, here are the additional 8 projects that will move on to regionals on March 10th.

**Ashley Nee**

*Association of Smell and Memory Impairment*

**Parima Sharma & Bronwyn Pappas-Byers**

*Development of Solar Cells Using Conductive Glass*

**Will Lampert**

*Distracted Driver Detector Using Webcam*

**Elan Rosen**

*Using a Directional Lighting Network to Aide in Fire Escape*

**Maria Tartaglione**

*The Effect of Ocean Acidification on Homarus americanus*

**Hritesh Rajanagan**

*Which Biofuel Is Best?*

**Alexa Benack, Sara Cahill & Eva Kuruvilla**

*Finding Effective Biodegradable Alternatives to Plastics*

**Advait Nene**

*Harvesting Piezoelectricity for Everyday Use*

Leslie Moothart  
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# Hopkinton Public Schools


89 Hayden Rowe Street Hopkinton, MA. 01748

Ralph O. Dumas, Jr.  
Director of Finance

Telephone: 508-417-9385  
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rdumas@Hopkinton.K12.ma.us

## MEMORANDUM

To: Dr. MacLeod, Superintendent of Schools

From: Ralph Dumas, Director of Finance 

Date: March 9, 2017 (for meeting on March 16<sup>th</sup>)

Subject: Food Service Management Contract – Whitsons Renewal

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On May 14, 2015, the School Committee awarded the first year of three one-year contracts to Whitsons Culinary Group. The structure of the contract is in line with federal government guidelines which require food service management contracts to be a series of 1-year contracts with annual renewals. Last February, the School Committee renewed Whitsons for year #2.

Whitsons' Food Service Director, Kevin Welch, and his District Manager, Joe Armenti, have been very responsive in dealing with a variety of issues related to the program. Such issues include management of HPS school lunch workers, HPS equipment issues, collection of past-due lunch balances, participation with the District's Wellness Committee, and parent inquiries regarding the quality of food served by the program. We are very pleased with Whitsons management of our program. As reported at the 3/2/17 meeting, Whitsons is on target for meeting our financial goals for FY17.

With these factors in mind, we recommend that the School Committee exercise its option to renew the contract with the Whitsons for a third year, beginning in September of 2017.

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**HOPKINTON SCHOOL COMMITTEE**  
**Thursday, February 16, 2017**  
**Regular Meeting 7:00 PM**  
**HCAM Studio**  
**MINUTES**

**Call to Order in Open Session**

School Committee Chair Lori Nickerson opened the regular meeting at 7:00 PM with the following present:

**Members:**

Ms. Lori Nickerson, Chair  
Ms. Kelly Knight, Vice Chair  
Mr. Jonathan Graziano, Member (absent)  
Ms. Jean Bertschmann, Member  
Ms. Nancy Cavanaugh, Member

**Also Present:**

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

**I. Pledge of Allegiance**

**II. Recognitions**

- The Pre-school program was recognized for its work with the youngest Hopkinton learners.

**III. Public Comments:** None at this meeting

**IV. Reports**

- A. Student Council – Representatives Ryan Branch and Sarah Durr reported: Fellow Student Council member Olivia Spar received an award from the Daughters of the American Revolution; several Hopkinton fall athletes were named MetroWest All State All-Stars and were invited to visit Gillette Stadium; two of Hopkinton’s female athletes represented HHS at the Women in Sports Conference held in Boston; the Swim Team and Girls Track Team won TVL Championships; the Girls Track Team came in 2<sup>nd</sup> at the Division 3 State Meet; Girls Basketball and Boys Hockey are tournament bound; Junior Parent College Night is tonight; 35 Hopkinton students will participate in the trip to Cuba and will leave tomorrow; the winter break will be homework free; Junior privileges started last week; Hiller Days are also tomorrow; and a Science Fair will be held next Tuesday.
- B. Liaisons Reports
  - Youth Commission met to discuss the cultural fair planned for the spring.
  - ESBC held two meetings; progress on the new building continues undaunted by snow and cold.
- C. SC Chair Report
  - a. Planning Board Draft Review Update – Ken Weismantel, Planning Board Chair, joined the table to explain the implementation process that will be used for the new Master Plan. The Planning Board’s awareness of the impact of new housing developments on school enrollment and the proactive actions taken by the Board to reduce that impact were reviewed by Mr. Weismantel.
  - b. Annual Town Report – The draft of the report was discussed. School Committee members suggested grammatical changes and a change to the date of the opening of the new school building.
  - c. New Elementary School Naming Timeline – The survey has closed and 2881 responses were received. A petition was received from a group of veterans in support of one name, and an email was received which detailed the awards received by one individual on the list of names. Recommendation for the name of the new building will be presented at the School Committee scheduled for March 2, 2017, with approval of the name slated for March 16, 2017.

- d. **Executive Minutes Voted in Executive Session** – On February 2, 2017, the School Committee met in Executive Session for the purpose of reviewing past Executive Session minutes that were, up to this point, not released. In accordance with M.G.L. c.30A, s.22, the minutes reviewed and the actions taken on Executive Session minutes are as follows: August 16, 2011, the Committee voted not to release as the minutes were for the purpose of discussions of strategy with respect to ongoing litigation where an open meeting may have a detrimental effect on the litigating position of a public body; June 14, 2012 (Session I) the Committee voted to release; June 14, 2012 (Session II) voted to release; June 20, 2012, voted to release; April 25, 2013, voted to release; June 13, 2013, voted to release; July 9, 2013, voted to release; November 25, 2013, voted to release; December 5, 2013, voted to release; August 18, 2014, voted to release; December 22, 2015, voted to release; and January 19, 2017, voted to release.

**D. Superintendent’s Report (taken out of order, after V.B.)**

- a. **Drinking Water Update** – The process and requirements for testing were explained as well as the remedial actions taken to date. The next steps include creating a plumbing profile for each school building, completion of all remediation measures, implementation of a sampling plan of all fixtures once every three years, and keeping the plumbing plan and sampling plan up-to-date. The School Physician was contacted for information about lead exposure in children and provided information for parents. The plumbing in the new elementary school building is governed by state regulations.
- b. **Enrollment and Capacity** – The HMS and HHS appear to have enough flexibility to handle the projected increases in enrollment. Elmwood and Hopkins Schools do not have the capacity to accommodate the projected number of students. A recommendation was made to consider the establishment of a School Committee subcommittee to study creative solutions for the Elmwood and Hopkins Schools. The Committee will discuss this recommendation at a future meeting.
- c. **Director of Finance Update** – Seven candidates will be interviewed. Interviews will begin next week.

**V. New Business**

- A. High School Program of Studies** – Mr. Bishop (taken out of order, after IV. C. d.)  
For Consideration: of the amendments to the High School Program of Studies.

Motion: Move to approve the 2017-2018 High School Program of Studies. Motion made by Ms. Bertschmann seconded by Ms. Cavanaugh.

Vote: Favor: 4            Oppose: 0            Abstain: 0            Absent: 1 (Graziano)

- B. Middle School Program of Studies** – Mr. Keller  
For Consideration: of the amendments to the Middle School Program of Studies.

Motion: Move to approve the 2017-2018 Middle School Program of Studies. Motion made by Ms. Bertschmann seconded by Ms Cavanaugh.

Vote: Favor: 4            Oppose: 0            Abstain: 0            Absent: 1 (Graziano)

- C. Elmwood SOI** – Dr. MacLeod (Mr. Graziano joined the meeting by remote participation)  
For Consideration: in response to an invitation from the MSBA to submit consideration for Statements of Interest and as it relates to the Elmwood School. (Core Program: April 7, 2017)

**Discussion:** By general consensus the School Committee supported submission of an SOI for Elmwood School. At this time the SOI does not require many specifics, and there is time to seek the MSBA's guidance on whether or not to include Hopkins School with this SOI.

**Motion:** We the School Committee resolved: Having convened in an open meeting on **February 16, 2017**, prior to the closing date, the **School Committee of Hopkinton, MA**, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated **March 31, 2017** for the **Elmwood School** located at **14 Elm Street, Hopkinton, MA, 01748** which describes and explains the following deficiencies and the priority category (s) for which an application may be submitted to the Massachusetts School Building Authority in the future **for (1) Priority #4: prevention of severe overcrowding expected to result from increased enrollments and (2) Priority #5: replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility;** and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City/Town/Regional School District to filing an application for funding with the Massachusetts School Building Authority. Motion made by Ms. Bertschmann seconded by Ms. Cavanaugh.

Lori Nickerson, Chair - yes  
Kelly Knight, Vice Chair - yes  
Jonathan Graziano, Member - yes  
Jean Bertschmann, Member - yes  
Nancy Cavanaugh, Member - yes

## VI. Old Business

### A. FY18 Capital Project Requests - Mr. Dumas

**For Consideration:** The Town Manager has been charged by the Board of Selectmen with paring down the Capital Project requests for FY18. We have been asked to provide a revised list and reasoning why any items remaining cannot be delayed.

**Discussion:** Dr. MacLeod and Mr. Dumas reported that a review of the Capital Articles was completed with the following items recommended to be submitted: 1) Elmwood Receiving Door as it is a security issue; 2) Elmwood School Solution due to the lengthy MSBA process that is required; and 3) HS HVAC Assessment & Upgrades as it is not energy efficient and repairs to date have been short-term fixes. The cost of the turf field has not been determined and is not included. School Committee members expressed a desire for additional explanation of the goal for this review of Capital Project Requests, and expressed concern with repeating the past experience of delaying projects. By general consensus the School Committee supported delaying the vote on the list of capital projects until more information is available.

Mr. Graziano left the meeting remotely.

### B. School Committee Policy: *IMG Animals in School* (2<sup>nd</sup> reading) – Dr. MacLeod

**For Consideration:** of the recommendation made at the February 2, 2017, School Committee meeting related to Policy *IMG*.

Motion: Move to approve Policy *IMG* as amended in the agenda materials. Motion made by Ms. Cavanaugh seconded by Ms. Knight.

Vote: Favor: 4          Oppose: 0          Abstain: 0          Absent: 1 (Graziano)

**VII. Public Comments:** None at this meeting

**VIII. Items by Consensus:**

The Superintendent recommends the School Committee move to approve the Items by Consensus as outlined below,

- A. The Superintendent recommends the School Committee vote to approve the Operating Budget & Other Funds Warrant #17-051 in the amount of \$393,937.68.
- B. The Superintendent recommends the School Committee vote to approve the Elmwood School Student Activities Warrant #17-052 in the amount of \$419.97.
- C. The Superintendent recommends the School Committee vote to approve the Middle School Student Activities Warrant #17-053 in the amount of \$32,094.10.
- D. The Superintendent recommends the School Committee vote to accept the gift in the amount of \$658.13 from Scholastic Books to be deposited into the Center School Gift Account.
- E. The Superintendent recommends the School Committee vote to accept the refund in the amount of \$149.67 from Scholastic Books for a 2010 duplicate payment to be deposited into the Center School Gift Account.

Motion made by Ms. Cavanaugh seconded by Ms. Knight.

Vote: Favor: 4          Oppose: 0          Abstain: 0          Absent: 1 (Graziano)

**IX. Adjournment**

Motion: Move to adjourn the meeting. Motion made by Ms. Bertschmann seconded by Ms. Knight.

Vote: Favor: 4          Oppose: 0          Abstain: 0          Absent: 1 (Graziano)

The meeting was adjourned at 9:10 PM.

Respectfully submitted,

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Lori Nickerson, Chair  
Kelly Knight, Vice Chair