

HOPKINTON SCHOOL COMMITTEE

Thursday, April 2, 2015
Executive Session 6:00 PM
Regular Meeting 7:00 PM
Middle School Library
MINUTES

School Committee Chair Jonathan Graziano opened the regular meeting at 6:00 PM with the following present:

Members:

Also Present:

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

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

I. Call to Order in Open Session

II. Executive Session

On a motion made by Ms. Scordino seconded by Ms. Bertschmann the School Committee voted to enter into an Executive Session for the purpose of discussing strategy with respect to collective bargaining with the Hopkinton Teacher’s Union and Paraprofessionals, and to review Executive Session minutes for release. A roll call vote was taken:

- Jonathan Graziano, Chair - yes
- Ellen Scordino, Vice Chair - yes
- Jean Bertschmann, Member - yes
- Kelly Knight, Member - yes
- Lori Nickerson, Member - yes

The School Committee discussed strategy with respect to collective bargaining. Due to need to enter into the regular meeting, executive meeting minutes were not reviewed.

On a motion made by Ms. Scordino seconded by Ms. Bertschmann, the School Committee voted to go out of Executive Session at 6:57 PM. A roll call vote was taken:

- Jonathan Graziano, Chair - yes
- Ellen Scordino, Vice Chair - yes
- Jean Bertschmann, Member - yes
- Kelly Knight, Member - yes
- Lori Nickerson, Member - yes

III. Pledge of Allegiance

IV. Public Comments:

- Concern and disappointment were expressed about holding school on Rosh Hashanah.

V. Reports to the School Committee

- A. High School Student Advisory Council Representative: Jack Cote reported that MCAS for ELA finished up today with portions on Math in May and Science in June. Concert Band earned Gold, Rep Band earned Silver, Noteworthy Chorus earned Silver, Orchestra earned Bronze and Chorus also earned Bronze at the MICCA

(Voted to accept 6/11/15)

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competition. The Art Show is opening Monday, April 6, and runs through Friday April 17, 2015 at the Hopkinton Center for the Arts. Mr. Tim Kilduff, from the 26.2 Foundation, along with WBZ News is working with Student Council to recruit spotters for the 2015 Boston Marathon. The spotters have been invited to the WBZ studios where Lisa Hughes will give them a tour. A fundraiser for Relay for Life will pit students against staff in a ball game on Wednesday, April 8. Spring sports started this week and both the Boys and Girls Lacrosse Teams won their games against Ashland today. The Talent show is this Thursday, 6 to 9 PM. April grades will come out soon. April is National Poetry Month and students are encouraged to submit their poetry. Ms. Nancy Werlin, author of the Black Mirror, will come to Hopkinton on April 29, 2015.

B. Athletics Winter Sports Update - Athletic Director Eric Karjel reported:

- The Girl's Indoor Track Team suffered its first loss since 2006, which broke the streak of 144 consecutive wins. The Team went on to capture the Tri-Valley League (TVL) Title.
- The Boy's Indoor Track Team finished 2nd in the TVL.
- The Cheerleading Team captured the TVL title and were runners-up at Division 2 Sectionals, at the State Division 2 Championship, and at the New England Championship.
- The Wrestling Team finished 2nd in the TVL and at the Central Division 2 Sectionals. Josh Sokol was a State Division 2 Champion, an All State and New England runner-up, was selected TVL MVP, and a Boston Globe and Herald All-Scholastic.
- The Boy's Basketball Team competed in the Central Division 2 Playoffs and in the Central Sectional Semi-Finals.
- The Swimming and Diving Team placed 2nd in the TVL, captured the TVL Conference Meet, and were awarded the MIAA Sportsmanship Awards.
- Team Captain Mike Messier of the Boy's Hockey Team was awarded the TVL 2015 Boston Bruins MIAA Sportsmanship Award which he received during a Boston Bruins game.
- Six Hopkinton girls played on the Dover-Sherborn cooperative Girl's Hockey Team.

C. Superintendent's Report

- MCAS is taking place at the Elmwood, Hopkins, Middle and High Schools now through May.
- Kindergarten Parent Night was held for kindergarten students for the 2015-2016 school year.
- A task force will be formed to review religious holidays, national holidays, winter and spring vacations, and end-of-year date for the 2016-2017 school calendar. Members will include religious leaders, a School Committee member, Dr. MacLeod, teachers and parents from each building, and a representative from the Athletic Department. Dr. MacLeod will solicit interest in serving on the task force from the school community. Holding a Public Forum early in the process was supported.
- Detailed information was provided on the start and end times for each building and the length of bus runs for each bussing tier.

D. School Committee Chair Report

- Town Hall confirmed that the resurfacing of the tennis court is still part of the Warrant.
- The change in the estimated cost for roof repairs was communicated to the Town.
- Dr. MacLeod, Mr. Dumas, Mr. Rogers, Mr. Ghosh and Mr. Graziano will meet with the Appropriation Committee on Monday, April 6, 2015. The Appropriation Committee requested more detail on the list of Capital Articles submitted by the school department, which Mr. Dumas will provide.
- A meeting is scheduled on April 13, 2015 with the Capital Improvements Committee.
- The first draft of the budget presentation for Town Meeting on May 4, 2015, was created.

E. ESBC

- Mr. Graziano reported that the third Public Forum was held and information on the proposed site options was shared by Joe Markey, the architect for the project and Compass Project Management. Community members in attendance offered feedback on the options. The Elementary School Building Committee will meet tomorrow, Friday, April 3, 2015 at 4 PM to vote on the preferred site option for the Center School solution. The Irvine, Todaro, and the current Center School site plus 25 Ash are the three options under consideration. On Tuesday, April 7, 2015 at 7:30 PM the Board of Selectmen (BOS), the ESBC and the School Committee will meet. During this meeting the BOS and School Committee will vote on whether or not to support the preferred site option identified by the ESBC. The preferred site option will be submitted to the Massachusetts School Building Authority on April 16, 2015.

- The MSBA communicated its acceptance of the new enrollment letter as an amendment to the agreement with Hopkinton, and there will be no pause or change in the process for the Center School solution. Dr. MacLeod reported that Mr. Markey requested information from herself and Ms. Dubeau, as non-voting members, on any impacts to education of the site options.
- Mr. Graziano expressed appreciation to HCAM for recording the Public Forums and ESBC meetings.

F. Transportation Notification and Fee Schedule: Mr. Dumas reported on the changes in methods of communication about transportation, and in payment options for parents. In order to conserve paper, to eliminate postage costs, and to reduce the number of late payment fees incurred by parents last year, communication has been through the internet and by phone. Two notices have been sent through IAutoAlert, notice was also sent through Broadcast E-Alerts and by robocall with a second robocall planned. In addition, the information is available through the HCAM website and the district's Facebook page. May 1, 2015 is the deadline for transportation requests. A grace period starts on May 2 and runs through June 30. After June 30 the student will be wait-listed and no new bus stops will be created. Families who move into the town of Hopkinton during the summer are exempt from these deadlines.

VI. New Business

A. HCA Pump Access: Dr. MacLeod welcomed Hopkinton Fire Department Chief Clark to the table. Chief Clark noted that the test scheduled for Tuesday, April 21, 2105 will ensure that the pump is working at capacity. Connecting the pump to the Hopkinton Center for the Arts is supported by the Chief. Dr. MacLeod recommended that access be granted to the HCA to the High School water pump pending positive test results of the test scheduled for the week of April 20, 2015.

On a motion made by Ms. Bertschmann, seconded by Ms. Nickerson, the School Committee voted to approve the Superintendent's recommendation to grant access to the HCA for the water pump, pending a positive test result scheduled for the week of April 20, 2025.

Vote: Favor: 5 Oppose: 0 Abstain: 0 Absent: 0

B. Budget Transfer: Mr. Dumas recommended that funds needed for snow removal from school roofs be transferred, from unused extraordinary maintenance accounts at Center School and Hopkins School, to Building and Grounds Contracted Services. Dr. MacLeod recommends approval of the transfer.

On a motion made by Ms. Nickerson, seconded by Ms. Bertschmann, the School Committee voted to approve the transfer of funds in the amount of \$13,683 from the Center School and Hopkins School extraordinary maintenance accounts to the Building and Grounds Contracted Services and associated school maintenance supply accounts as indicated in the agenda materials.

Vote: Favor: 5 Oppose: 0 Abstain: 0 Absent: 0

C. Expense Transfer: Mr. Dumas reported that in accordance with the new School Committee Policy on Budget and Expense Transfers a budget transfer is recommended. This transfer will cover a portion of the cost of one Center School SPED teacher's salary. Instead of transferring funds several times a month, one request for the year is being made. Dr. MacLeod recommends this expense transfer.

On a motion made by Ms. Bertschmann, seconded by Ms. Nickerson, the School Committee voted to approve the expense transfer of \$3,061 from the Center School SPED Teacher budget line item to the SPED IDEA Grant budget line item as indicated in the agenda materials.

Vote: Favor: 5 Oppose: 0 Abstain: 0 Absent: 0

D. Capital Article Payment Warrant #15-050 in the amount of \$101,122.51: Mr. Dumas reviewed the one Capital Article Warrant consisting of 2 invoices. One invoice from Pasek Corporation and one from BCM Controls Corporation with both related to the School Safety project appropriated in Article 22 of the May 2014 Annual Town Meeting. Dr. MacLeod recommends payment of this warrant.

(Voted to accept 6/11/15)

On a motion made by Ms. Nickerson, seconded by Ms. Bertschmann, the School Committee voted to approve the one Capital Article Warrant in the amount of \$101,122.51 to pay invoice #R985469 to Pasek Corporation and invoice #5409-1 to DCM Control Corporation as indicated in the agenda materials.

Vote: Favor: 5 Oppose: 0 Abstain: 0 Absent: 0

- E. Appoint Designer for Middle School Fire Alarm: Mr. Dumas reviewed the process to date with funding for the design of the project approved at the May 2014 Annual Town Meeting, the establishment of a Designer Selection Committee, and the bid process. The Designer Selection Committee is recommending Garcia, Galuska, & DeSousa, Inc of Dartmouth, MA as the engineering firm for the project. Garcia, Galuska, & DeSousa, Inc. submitted a fee proposal in the amount of \$19,500.

On a motion made by Ms. Bertschmann, seconded by Ms. Nickerson, the School Committee voted to award the contract to Garcia, Galuska, & DeSousa, Inc. of Dartmouth MA as the designer for the Middle School Fire Alarm project with a cost of \$19,500 and to authorize the Administration to take the appropriate steps to sign a contract with Garcia, Galuska, & DeSousa, Inc.

Vote: Favor: 5 Oppose: 0 Abstain: 0 Absent: 0

- F. Request to Transfer Funds: Hopkins Student Activity Account – Mr. Dumas explained that occasionally sub-accounts in Student Activities become inactive. Procedures state that if an account has no transactions for 12 months, the balance should be transferred to another account with School Committee approval. Hopkins School Principal Timothy Kearnan requested that the \$1,134.77 from two inactive accounts be transferred to the Hopkins General Fundraising Account. The inactive accounts were identified as the Memory Book Account with a balance of \$897.47 and the T-Shirt Account with a balance of \$237.30. Dr. MacLeod supports this recommendation.

On a motion made by Ms. Bertschmann, seconded by Ms. Nickerson, the School Committee voted to transfer the remaining balances from the Memory Book Account and the T-Shirt Account within the Hopkins Student Activity Account to the Hopkins General Fundraising Account.

Vote: Favor: 5 Oppose: 0 Abstain: 0 Absent: 0

Mr. Dumas left the meeting.

VII. Old Business

- A. Superintendent's End-of-Cycle Progress Report: Mr. Graziano reviewed the requirements and timeline for the Superintendent's Progress Report and noted that each part of the process will take place during a public meeting. Each School Committee member is asked to prepare their own end-of-cycle summative report including a rating on each of the standards as well as an overall rating of the Superintendent's performance. This information should be submitted by April 8, 2015 to Mr. Graziano who will create a working draft of the combined report for discussion by the Committee on April 16, 2015. The School Committee will vote on the final draft of the summative evaluation report during the meeting scheduled for May 14, 2015. Dr. MacLeod submitted her progress toward the goals for review and discussion tonight.

Dr. MacLeod reviewed the rubric which Committee members will use to determine the Superintendent's progress toward her individual goals as well as the numerous required Department of Elementary and Secondary (DESE) standards. Areas where additional evidence was needed for School Committee members to give a rating to the Superintendent were identified.

VIII. Public Comments – None at this meeting

IX. Items by Consensus

- A. The Superintendent recommends the School Committee vote to approve the Operating Budget & Other Funds Warrant #15-049 in the amount of \$393,987.80.
- B. The Superintendent recommends the School Committee vote to approve the Elmwood School Student Activities Warrant #15-051 in the amount of \$2,816.00
- C. The Superintendent recommends the School Committee vote to approve the minutes of the regular School Committee meeting of January 22, 2015 as indicated in the agenda materials.
- D. The Superintendent recommends the School Committee vote to approve the minutes of the regular School Committee meeting of February 12, 2015 as indicated in the agenda materials.
- E. The Superintendent recommends the School Committee vote to approve \$472.00 from the HPTA "Spirit Wear" fundraiser to be placed in the Center School Gift Account as indicated in the agenda materials.
- F. The Superintendent recommends the School Committee vote to accept a gift in the amount of \$700.00 from the Hopkinton Cultural Council to be placed in the Elmwood School Gift Account for use as indicated in the agenda materials.

On a motion made by Ms. Bertschmann, seconded by Ms. Scordino, the School Committee voted to approve items IX. A – F.

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

X. Adjournment

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

Vote: Favor: 5 Oppose: 0 Abstain: 0 Absent: 0

The meeting was adjourned at 9:34 PM.

Respectfully submitted,

Jonathan Graziano, Chair
Ellen Scordino, Vice Chair