

HOPKINTON SCHOOL COMMITTEE
Thursday, October 20, 2016
Regular Meeting 7:00 PM
High School Library
MINUTES

Call to Order in Open Session

School Committee Vice Chair Kelly Knight opened the regular meeting at 7:01 PM with the following present:

Members:

Ms. Lori Nickerson, Chair (absent)
Ms. Kelly Knight, Vice Chair
Mr. Jonathan Graziano, Member
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 – None at this meeting

III. Public Comments: None at this meeting

IV. Reports

A. **Student Council – Students David Antaki and Ryan Branch joined the table to provide an update on happenings at the High School. This week is Spirit Week and various activities are underway; the week will finish with a pep rally; UNITE, which supports freshmen students in their transition to high school, will hold an event on October 26, 2016; International Night will be held on October 27, 2016 and is hosted by the Ambassadors Club, the night highlights the countries of current international students; the second Hiller Day, with a later start time for the High School, will be held on Friday, October 28, 2016; MetroWest Adolescent Health Survey will be taken by students this week; the Ambassadors Club will host pumpkin picking, with the international students, on Friday, October 28, 2016; and the homecoming football game will be held tomorrow night, October 21, 2016.**

B. **Start Time Committee Report – Evan Bishop**
High School Principal Evan Bishop and Middle School Assistant Principal Ann Benbenek joined the table. Mr. Bishop noted that research supports the positive benefits of a later start time for middle and high school students. The committee was charged with determining how to accommodate a later start time in a cost-effective way and without negatively affecting the entire school community. The largest obstacles to a later start time are transportation costs and lengthy bus commutes. The committee concluded that start times should remain as they are now, and recommended efforts to reduce stress such as Junior Privileges and Hiller Days.

C. **Coordinated Program Review Report – Dr. Zaleski (taken out of order, after V. A)**
A review of Special Education in the Hopkinton School District was completed by the Department of Elementary and Secondary Education. Dr. Zaleski reviewed the results of the review and the action plans which were identified in the review. The district received a commendable designation in many areas. The results were shared with SEPAC and are available on the Special Education website.

D. Liaisons Reports

- The Athletic Fields Subcommittee held its first meeting on Monday, October 17, 2016. A public forum is scheduled for November 7, 2016.
- Irvine-Todaro Properties Advisory Group will present the results of the survey to the Board of Selectmen (BOS) on Tuesday, November 1, 2016.
- The Youth Commission met to review planned activities for the school year.
- ESBC is readying for ground-breaking on Friday, October 28, 2016 at 10 AM. Subcontractors are being selected. The timeline and process for choosing the school name will be discussed at the next School Committee meeting. Action on the proprietary items will be taken up during the BOS meeting on Tuesday, November 1, 2016.

E. Vice SC Chair Report

One email was received asking if the School Committee has a position on Ballot issue 2. Dr. MacLeod explained that the Hopkinton School District is minimally affected by that ballot question.

F. Superintendent's Report

- A celebration of the new mission statement for the Middle School was held in the new Courtyard.
- The recent accident on Hayden Rowe sparked renewed concern and discussion about the traffic situation in front of the schools. By general consensus the School Committee supported drafting a letter expressing concerns, and including observations of the Superintendent, about traffic. The letter will be reviewed by the School Committee and will then be sent to the Planning Board.

V. New Business

A. FTE Learning Specialist - Dr. MacLeod & Ms. Benbenek (taken out of order, after V. B.)

For Consideration: in response to the development of a 6th Grade language-based program, there is a need for an additional 0.2 FTE Learning Specialist to be combined with the current 0.4 FTE Learning Specialist in order to provide needed reading services in Science.

Recommended Motion: move to approve the addition of a 0.2 FTE Learning Specialist to be funded by the operating budget (prepaid SPED). Motion was made by Ms. Cavanaugh seconded by Mr. Graziano.

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

B. Stipend Approval Request -- Evan Bishop (taken out of order, after IV. B.)

For Consideration: request and consideration of Mr. Bishop to reallocate funding to meet the current interests of the High School students.

Recommended Motion: move to approve the stipend request allocation as outlined in the agenda materials.

Motion: move to approve the stipend request allocation in the amount of \$4,250.00 was made by Ms. Bertschmann seconded by Ms. Cavanaugh.

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

C. Preliminary Capital Requests – Mr. Dumas, Mr. Rogers & Mr. Ghosh

For Consideration: request and consideration of the ten-year capital requests as outlined in the agenda materials.

Discussion: The proposed list of ten-year capital requests was reviewed and additional explanation was provided by Mr. Dumas, Mr. Rogers, and Mr. Ghosh. The funding for technology as a capital request was briefly discussed. By general consensus the Committee supported keeping it on the ten-year plan for now. School Committee members asked clarifying questions and suggested minor changes in wording. The Committee noted the importance of receiving additional information on the FY17-18 school district budget and other capital projects throughout the town before finalizing the list. A prioritized list based on need was requested from Mr. Rogers and Mr. Ghosh. Further discussion of the capital requests list will take place at the next School Committee meeting.

Recommended Motion: No action.

- D. **Capital Project School Department Article Warrant #17-020 in the amount of \$401,721.32 – Mr. Dumas**
For Consideration: Request and recommendation of Superintendent for payment of invoices for Capital Projects as appropriated in Articles 13F, 27, 24, and 13H.

Recommended Motion: Move to approve the payment of Warrant #17-020 in the amount of \$401,721.32 to the vendors as outlined in the agenda materials. Motion was made by Ms. Cavanaugh seconded by Mr. Graziano.

Vote: Favor: 4 Oppose: 0 Abstain: 0 Absent: 1

- E. **School Committee Policy: *KHB Advertising in Schools* (1st reading) – Dr. MacLeod (taken out of order, after VI. C.)**
For Consideration: as required for periodic review of the policy to set advertising rates. Policy *KHB* adopted in April, 2007 and has been shared through listserv.

Discussion: Rates will not be included in the policy but will be in the procedures. Since the Athletics Fields Subcommittee has just begun its work, by general consensus the Committee supported further review of the policy in the spring of 2017.

Recommended Motion: Move to approve policy *KHB* as amended.

No motion was made.

VI. Old Business

- A. **School Committee Policy: *EHB Electronic Records Retention* (2nd reading) - Dr. MacLeod & Mr. Ghosh**
For Consideration: in connection with the review of policy *KNC*.

Discussion: The amount of time for retaining electronic records will be included in the procedures rather than in the policy. Procedures will be created and referenced in the policy. The policy will be brought back at a future School Committee meeting.

Recommended Motion: Move to amend the policy as outlined in the agenda materials.

No motion was made.

- B. **School Committee Policy: *LJNDB Internet Acceptable Use* (3rd reading) – Dr. MacLeod**
For Consideration: of the legal opinion provided to Mr. Ghosh as it relates to the terms of our policy.

Discussion: The Committee supported the creation of guidelines to accompany the policy. The policy will be brought back at a future School Committee meeting.

Recommended Motion: TBD

No motion was made.

C. Cross-Country Trail Loop 1 – Mr. Dumas (taken out of order, after V. D.)

For Consideration: update regarding pending activity to initiate construction of the Cross Country Trail.

Discussion: Mr. Tim Kilduff and Mr. Peter LaGoy joined the table to give an update on the progress to date. Funds for the first payment have been raised. The first phase of the trail is near the HMS and permits and permissions are being sought. Some clearing of the trail was done by Mr. LaGoy. The trail will be used as a cross country trail and as a walking trail for the community. Mr. LaGoy will be officially designated as Clerk of the Works at a future School Committee meeting.

Recommended Motion: No action.

VII. Public Comments: None at this meeting

VIII. Items by Consensus:

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 #17-018 in the amount of \$490,004.95.
- B. The Superintendent recommends the School Committee vote to approve the High School Student Activities Warrant #17-019 in the amount of \$25,441.24.
- C. The Superintendent recommends the School Committee vote to approve the minutes of the regular School Committee meeting of September 22, 2016.

Motion was made by Mr. Graziano seconded by Ms. Cavanaugh.

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

IX. Adjournment

Motion: Move to adjourn the meeting. Motion made by Ms. Cavanaugh seconded by Mr. Graziano.

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

The meeting was adjourned at 9:45 PM.

Respectfully submitted,



Lori Nickerson, Chair
Kelly Knight, Vice Chair