

HOPKINTON SCHOOL COMMITTEE
Thursday, October 6, 2016
Regular Meeting 7:00 PM
High School Library
MINUTES

Call to Order in Open Session

School Committee Chair Lori Nickerson opened the regular meeting at 7:01 PM with the following present:

Members:

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

Also Present:

Dr. Cathy MacLeod, Superintendent
Dr. Carol Cavanaugh, Assistant Superintendent

I. Pledge of Allegiance

II. Executive Session: To comply with, or act under the authority of, MGL specific to the review of Executive Session minutes for release and to reconvene in open session.

Recommended Motion: Move to go into Executive Session to comply with, or act under the authority of MGL specific to the review of Executive Session minutes for release and to reconvene in open session.
Motion made by Mr. Graziano 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

III. Recognitions – None at this meeting

IV. Public Comments: None at this meeting

V. Reports

- A. **Student Council – David Antaki and Olivia Spar presented an overview of activities at the high school. Hiller Day, which delays the start of school by 30 minutes, was greatly appreciated; on Tuesday, 167 juniors and seniors were inducted into the National Honor Society; the Presidential debate was shown in the High School auditorium and was well attended; Spirit Week will be held the week of the 17th; a homework-free long weekend was held last weekend and was enjoyed and appreciated by students; the first home football game was well supported; the Keep Smilin field hockey event in memory of Abbie Benford was held; senior parent night provided important information to parents; junior parent night will be held soon; School Council with student, parent and administration representatives will hold their first meeting in the near future; and progress reports are available to students in IPass.**
- B. **Joseph P. Keefe Regional Technical High School Presentation - Jon Evans presented an overview of Keefe Tech highlighting the unique educational experience, enrollment numbers, career and technical programs offered as well as the college prep, honors and dual enrollment courses available. Students can**

participate in a variety of extra curricula activities and 18 varsity athletic teams. Keefe is a Level 2 school based on the 2016 MCAS results.

C. Liaisons Reports

- Charter Review Committee – Ms. Bertschmann reported the committee is reviewing the survey results; February 13, 2017 remains the target date for the Special Town Meeting.
- Irvine-Todaro Properties Advisory Group – Ms. Cavanaugh reported the group expressed appreciation to the School Committee for their letter. The bus parking lot received an ‘unfavorable’ rating in the survey results, possibly due to lack of explanation overall about the parking lot and information specific to the cost savings.
- ESBC – Mr. Graziano noted that the ground breaking for the new school building will be held on October 28, 2016.

D. SC Chair Report

- During the Executive Session held tonight for the purpose of reviewing past Executive Session minutes in accordance with MGL c. 30A section 22, the following minutes were reviewed and actions were taken: March 10, 2016 Executive Session minutes the Committee voted not to release as doing so may negatively impact negotiations in relation to the collective bargaining agreement with the HTA; and the Committee voted to release the Executive Session minutes of June 16, 2016, August 18, 2016 and September 8, 2016.
- The Board of Selectmen and the Town Manager invited members of the School Committee to attend the BOS meeting on October 18, 2016 to participate in the discussion on the budget guidelines. Ms. Bertschmann, Ms. Cavanaugh, Ms. Knight and Dr. MacLeod plan to attend. The meeting will be posted as a School Committee meeting. Minutes are not required unless discussion takes place or a decision is made by the School Committee.

E. Superintendent’s Report

- Field conditions and future maintenance of the fields were discussed with school personnel and during budget preparation. Discussions with Parks and Recreation produced a collaborative agreement to share the cost of light rental for the fields this year.
- Enrollment numbers as of October 1, 2016 in Pre-k – 12 include an additional 20 students beyond NESDEC projections with the biggest increase in kindergarten.

F. Assistant Superintendent District Performance Report – Dr. Cavanaugh presented the report starting with Center School through the High School. Dr. Cavanaugh provided an overview of the changes in educational programs throughout the district and the substantial increases achieved in ELA and math across the district. Areas for improvement include high needs students and moving students from proficient to advanced. Results in the Middle School show extraordinary growth and the MS is now a Level 1 school. Ms. Cavanaugh reviewed the timeline for testing on the new science standards. School Committee members supported sharing these results with the community in a variety of ways as the impressive student growth exhibits the positive impact of the investments in educational initiatives, which were begun over the past several years.

VI. New Business

A. Turf Field Committee Appointments – Ms. Bertschmann & Mr. Graziano

For Consideration: Consideration of the make-up of the Turf Field Committee and the recommended appointments.

Discussion: Ms. Bertschmann reported there was strong interest from extremely talented community members to serve on the committee. Committee members are proposed to be: Jean Bertschmann, Jon

Graziano, Dr. Cathy MacLeod, Evan Bishop, Dee King, Al Rogers, Jon Schwartz, Ed LeFlore, Amy Mick, Jim Valis, Kelly DePaolo, Brian Herr, Shahidul Mannan, and Jessica Shea. The first meeting of the committee will be October 17, 2016.

Recommended Motion: Move to approve the appointments of members to the Turf Field Committee as outlined in the agenda materials. Motion made by Ms. Bertschmann seconded by Mr. Graziano.

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

B. OML Complaint

For Consideration: Consideration and action regarding Open Meeting Law Complaint of Gerald Tuite dated September 19, 2016, including email correspondence to or from the Chair and to committee members related to this matter.

Discussion: Ms. Nickerson read 7 emails, for the benefit of the public, which were sent in response to Mr. Tuite's request. Ms. Nickerson explained that meeting with a community member as individual School Committee members could potentially violate the OML if one member's opinion was shared with another member, even inadvertently. The deadline to response to the complaint is tomorrow, October 7, 2016. The letter of response to the Attorney General was included in the agenda materials. No objections to the proposed letter were expressed.

Recommended Motion: With respect to the OML complaint filed by Mr. Gerald Tuite, move to authorize Ms. Lori Nickerson as Chair of this Committee to sign and forward the required response with attachments to the Attorney General by October 7, 2016 such response to be in or substantially in the form submitted at this meeting. Motion was made by Mr. Graziano seconded by Ms. Knight.

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

Recommended Motion: With respect to the OML complaint filed by Mr. Gerald Tuite, move to authorize Ms. Lori Nickerson as Chair of this Committee to sign and forward the letter outlining the Committee's remedial action to the complaint on or before October 7, 2016 such letter to be in or substantially in the form attached to the agenda materials. Motion was made by Mr. Graziano seconded by Ms. Knight.

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

C. Request for a Level B Paraprofessional

For Consideration: of an additional B (Special Education) Paraprofessional position for the Hopkins School.

Recommended Motion: Move to approve an additional Level B Paraprofessional to be funded by the operating budget (prepaid SPED) via a future budget transfer.

Motion: Move to approve an additional Level B Paraprofessional to be funded by the SPED tuition line item in the operating budget. Motion made by Mr. Graziano seconded by Ms. Knight.

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

D. Student Activities Account Balance Increase Request – Dr. MacLeod

For Consideration: of an increase to the High School Student Activities account balance from \$75,000.00 to \$100,000.00.

Recommended Motion: Move to approve the increase to the High School Student Activities account balance from \$75,000.00 to \$100,000.00. Motion made by Ms. Bertschmann seconded by Ms. Cavanaugh.

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

- E. **School Committee Policy:** *EHB Electronic Records Retention* (1st reading) – Dr. MacLeod
For Consideration: In connection with the review of Policy *IJNDB*, the School Committee has been advised to review this policy. Policy *EHB* was adopted in November, 2011 and has been shared through Listserv.

Discussion: Mr. Ghosh reviewed the process leading to the need to amend this policy. By general consensus the School Committee supported adhering to the minimum length of time required by state law to retain online information. The Committee noted the importance of practices complying with policy. Suggestions for changes were made. 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.

- F. **School Committee Policy:** *KHC Distribution of Materials* (1st reading) – Dr. MacLeod
For Consideration: At the request of the Town Clerk in preparation for the upcoming election, the School Committee has been advised to review this policy. Policy *KHC* was adopted in March, 2016 and has been shared through Listserv.

Recommended Motion: Move to amend policy *KHC* as outlined in the agenda materials and discussed during the meeting. Motion made by Ms. Cavanaugh seconded by Mr. Graziano.

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

- G. **School Committee Policy:** *FF Naming of Facilities or Events* (1st reading) – Dr. MacLeod
For Consideration: At the request of the Elementary School Building Committee, and in preparation for the replacement of Center School. Policy *FF* was adopted in July, 2013 and has been shared through Listserv.

Discussion: The process to secure suggestions for the name of the new elementary school will be discussed during the November 6, 2016 meeting of the School Committee: A draft timeline for the announcement and launch of the name search will be drawn up by the Superintendent and Chair.

Recommended Motion: TBD

No motion was made.

VII. Old Business

- A. **School Committee Policy:** *IJNDB Internet Acceptable Use* (2nd reading) – Dr. MacLeod
For Consideration: of the legal opinion provided to Mr. Ghosh as it relates to the terms of our policy.

Discussion: School Committee members suggested several changes to the policy. The language addressing the use of social media is unclear and received several suggested changes. The policy will be brought back at the next School Committee meeting.

Recommended Motion: TBD

No motion was made.

VIII. Public Comments: None at this meeting

IX. 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 #17-015 in the amount of \$254,025.65.
- B. The Superintendent recommends the School Committee vote to approve the High School Student Activities Warrant #17-017 in the amount of \$38,609.07.
- C. The Superintendent recommends the School Committee vote to accept the gift in the amount of \$3,000.00 from the Hopkinton Athletic Association, Inc. to be deposited into the Middle School Gift Account #1239 for the MS Desire to Inspire Program.
- D. The Superintendent recommends the School Committee vote to approve the minutes of the regular School Committee meeting of September 8, 2016 and the special School Committee meeting of July 9, 2015 as indicated in the agenda materials.

Motion made by Ms. Bertschmann seconded by Mr. Graziano

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


X. Adjournment

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

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

The meeting was adjourned at 9:59 PM.

Respectfully submitted,



Lori Nickerson, Chair
Kelly Knight, Vice Chair

