

HOPKINTON SCHOOL COMMITTEE

Thursday, November 3, 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 7:00 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. Carol Cavanaugh, Assistant Superintendent
Mr. Ralph Dumas, Director of Finance

I. Pledge of Allegiance

II. Recognitions

- Groundbreaking for the new school was held on Friday morning, October 28, 2016.
- International Student Night was held on Friday evening, October 28, 2016.

III. Public Comments: None at this meeting

IV. Reports

A. Student Council – Student representatives Ryan Branch and Emily Mastroianni shared the recent events held at the high school: Spirit Week concluded with a pep rally; half of the homecoming game needed to be postponed until Saturday but was still attended by a number of fans; field hockey team won their first tournament game at Fruit Street; the volleyball team was named co-TVL champions and their first tournament game will be held next week; International Night to welcome international students was held on Friday night; Friday was the 2nd Hiller Day and was appreciated by students; Senior Halloween and Breakfast was held on Monday followed by an awards ceremony; students took the MetroWest Health Survey; on November 14 a winter sports night will be held to kick off the winter season; and a school handball tournament will be held next week.

B. Liaisons Reports

- The Athletic Fields Subcommittee's public forum scheduled for November 7, 2016, has been postponed.
- The Charter Review Committee will hold a public forum on December 7, 2016, to share recommended changes to the charter and gather community feedback on those recommendations.
- Irvine-Todaro Properties Advisory Group presented the results of the survey to the Board of Selectmen.
- ESBC – Progress on the site included clearing most of the site. Site preparation is targeted for November 9, 2016, and foundation work is targeted to begin on November 19, 2016. Staking of the property has also begun.

C. SC Chair Report

- No new communications were received

- The Town Manager informed the district that a subcommittee was formed to study traffic issues. The Committee reaffirmed support for drafting a letter, to be sent to the Town, stating the Committee's concern about traffic in front of the schools and support for additional traffic study.

D. Assistant Superintendent's Report

- October 1 Enrollment – Enrollment in K - 12 is 3398 students, which is 20 above NESDEC predictions. The largest increase in students is in kindergarten. The Committee supported the distribution of a summary letter to include enrollment numbers and their impact on the budget, staff, and class sizes.
- DESE has released the number of questions and test types for MCAS 2.0. Curriculum adjustments are being made to meet these requirements.
- A Restorative Justice Program was held at the Middle School.
- The new mission statement for the Middle School was announced with a celebration in the new Courtyard.
- Induction into the National Honor Society was held at the high school.
- The establishment of a STEM or STEAM support program in the Hopkinton community will be pursued.

E. Planning Board Master Plan Discussion

- a. Do you generally agree with the goals and vision outlined in the Plan?
- b. Is the information presented correct and accurate?
- c. A public hearing on the Plan has been scheduled for Monday, November 21, 2016, at 7:35 PM in room 215 at Town Hall. If you are unable to attend the public hearing, comments will be accepted by Department of Land Use Planning & Permitting by November 21, 2016.

Discussion: The Committee identified the following changes to the document - refresh the award list, correct the enrollment number, include the number of classrooms in addition to square footage of buildings, include all town buildings in addition to school department projects, and add traffic calming and sidewalks on Route 85. A letter will be drafted and brought back for Committee review on November 17, 2016. Mr. Graziano offered to attend the Planning Board meeting for the discussion of the Master Plan.

- F. Quarterly Financial – Mr. Dumas reported a projected positive variance for the first quarter of \$498,000.00 largely due to decreased personnel expenses and the prepayment of SpEd tuition. The changes in expenses were reviewed.

V. New Business

A. Middle School 8th Grade New York City Trip – Alan Keller

For Consideration: Request and recommendation of Superintendent to approve the Final Overnight Travel request for the 8th Grade Trip to New York City.

Recommended Motion: move to approve the 8th Grade New York City trip from June 7, 2017 to June 9, 2017.

Motion: move to approve the Intent to Travel and the Final Overnight Travel requests for the 8th Grade New York City trip from June 7, 2017, to June 9, 2017. Motion made by Mr. Graziano seconded by Ms. Bertschmann.

Vote: Favor: 5

Oppose: 0

Abstain: 0

Absent: 0

B. Budget Transfers – Mr. Dumas

For Consideration: Request and recommendation that the School Committee approve the budget transfers as outlined in the agenda materials.

Recommended Motion: move to approve the budget transfers.

Motion: move to approve the transfer of funds to Salary Reserve Account from Payroll Account in the amount of \$851,224.00 as outlined in the agenda materials. Motion made by Ms. Cavanaugh seconded by Mr. Graziano.

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

Motion: move to approve the transfer of funds from Salary Reserve Account to Payroll Account in the amount of \$837,023.00. Motion made by Ms. Cavanaugh seconded by Mr. Graziano.

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

C. Capital Project School Department Article Warrant #17-024 in the amount of \$121,068.85 – Mr. Dumas

For Consideration: Request and recommendation of Superintendent for payment of invoices for Capital Projects as appropriated in Articles 24 (May 2015), 24 (May 2016) and 13E (May 2016).

Recommended Motion: move to approve the payment of Warrant #17-024 in the amount of \$121,068.85 to the vendors as outlined in the agenda materials. Motion made by Ms. Cavanaugh seconded by Mr. Graziano.

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

D. Vote Regarding the Future Use of the Existing Center School – Lori Nickerson

For Consideration: of a request from the Town Manager regarding the future use of the existing Center School.

Discussion: Ms. Bertschmann requested that a School Committee member be included on the committee and Mr. Graziano requested “when” be changed to “if”.

Recommended Motion: The School Committee request the Board of Selectmen to undertake an examination of potential future uses for the Center School property that may be feasible when, upon the closure of the School, the School Committee determines that the property is no longer needed or required for educational purposes.

Motion: move to authorize the Board of Selectmen to undertake an examination of potential future uses for the Center School property that may be feasible if upon the closure of the school the School Committee determines that the property is no longer needed or required for educational purposes. Motion made by Mr. Graziano seconded by Ms. Cavanaugh.

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

VI. Old Business

A. Capital Budget Recommendation – Mr. Dumas

For Consideration: Request and recommendation of the Superintendent to approve the FY18 Capital Improvements Request to be forwarded to the Capital Improvements Committee for consideration.

Discussion: The Committee requested wording changes to the Elmwood School solution, the addition of Administration Office space solutions, and the addition of the high school track replacement. By general consensus the Committee supported submitting the list without an order of priority at this time.

Recommended Motion: move to approve the FY18 Capital Improvements Request as amended per the discussion this evening. Motion made by Mr. Graziano seconded by Ms. Cavanaugh.

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

B. School Committee Policy: *KHC Distribution of Materials* (1st reading) – Nancy Cavanaugh
For Consideration: In distributing the recently updated policy, it was discovered that the application referred to in the policy is not currently an application available. We are taking it up again for the purpose of approving an application process.

Discussion: By general consensus, the School Committee supported the addition of a statement that the policy abides by MGL in regard to political candidates, and agreed not to change current procedure to include an application. Ms. Nickerson and Ms. Cavanaugh offered to revise the policy, repost it, and bring it back to the Committee for approval.

Recommended Motion: TBD

No motion was made.

VII. Public Comments: None at this meeting.

VIII. Items by Consensus:

Recommended Motion: move to approve the Items by Consensus, A. and B. as outlined below,

- A. The Superintendent recommends the School Committee vote to approve the Operating Budget & Other Funds Warrant #17-021 in the amount of \$239,779.09.
- B. The Superintendent recommends the School Committee vote to approve the High School Student Activities Warrant #17-023 in the amount of \$51,374.33.

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

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

C. The Superintendent recommends the School Committee vote to approve the minutes of the regular School Committee meeting of October 6, 2016.

Discussion: On page 3, the meeting of the Turf Field Committee listed as October 18, 2016, should be changed to October 17, 2016.

Motion: to approve the minutes of the regular School Committee meeting of October 6, 2016, as amended. Motion made by Ms. Bertschmann seconded by Mr. Graziano.

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

D. The Superintendent recommends the School Committee vote to approve the minutes of the School Committee attending the Board of Selectmen meeting of October 26, 2016.

Discussion: The date of the minutes is incorrectly written as October 26, 2016.

Motion: move to approve the minutes of the joint School Committee and Board of Selectmen meeting of October 25, 2016. Motion made by Mr. Graziano seconded by Ms. Bertschmann.

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

IX. 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 9:10 PM.

Respectfully submitted,



Lori Nickerson, Chair
Kelly Knight, Vice Chair

