

**HOPKINTON SCHOOL COMMITTEE**  
**Thursday, December 3, 2015**  
**Regular Meeting 7:00 PM**  
**Middle School Library**  
**MINUTES**

School Committee Acting Chair Lori Nickerson opened the regular meeting at 7:04 PM with the following present:

Members:

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

Also Present:

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

**I. Pledge of Allegiance**

**II. Recognitions**

- HHS Top of the Hill program to honor Hopkinton alumni was held; six alumni were selected for their exceptional achievements and contributions to society.
- The HMS original drama, "It All Starts Here", about Hopkinton's history and people will be performed on December 4 and 5, 2015.
- Christmas tree lighting will take place this weekend.
- The production of the Magic Treehouse will be presented.
- A gingerbread building fundraiser will be held by "The Sky's the Limit" foundation.

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

**IV. Reports**

- A. Student Council – None at this meeting
- B. ESBC – Mr. Graziano: The ESBC has been invited to meet with the Massachusetts School Building Committee (MSBA) on Monday, December 7, 2015 as the project transitions into the design development phase. The ESBC plans to meet monthly to address topics of design development.
- C. Liaisons Reports – None at this meeting
- D. SC Chair Report – None at this meeting
- E. Superintendent's Report – Dr. MacLeod explained that tonight's report is item V. A. as the focus over the last weeks has been the FY17 Budget.

**V. Budget Presentations:**

- A. Preliminary Budget Overview Related to Strategic Initiatives and Overall Costs – Dr. MacLeod and Mr. Dumas (taken out of order, after VIII.)

Dr. MacLeod reviewed the changes in the budget process this year which include extending an invitation to the two school department liaisons on the Board of Selectmen, Mr. Brian Herr and Mr. John Mosher and to the Appropriation Committee to attend the School Committee meetings in order to hear the budget presentations and

participate in the discussions. Each will receive a budget binder; should questions arise, they will be submitted to Dr. MacLeod. Board of Selectmen member Mr. John Mosher joined the meeting.

Dr. MacLeod reviewed the highlights of the budget: Increased staffing to support priority initiatives; School facilities that support effective instruction; Targeted Professional Development; Technology budget to attract and sustain a high functioning technology support staff in a highly competitive market; Meeting the needs of High Needs Learners; and Using student assessment results to establish high expectations.

Mr. Dumas provided an overview of the enrollment projection, and the changes to payroll and expense numbers during the budget process. The Budget Recommendation for FY17 is \$40,829,685 which is an increase of \$1,686,244 over FY16. The percentage of Payroll and Expenses remains unchanged from previous years at 83% and 17% respectively. Contractual obligations total \$949,498.

- B. Technology – Mr. Ghosh reviewed the District Technology Priorities for FY17 and highlighted the areas of Personnel and Expenses. The retention of personnel was identified as an important goal. The next phase of the 1:1 Laptop rollout to Hopkins School will be delayed in order to focus on personnel retention. School Committee members and Mr. Mosher asked clarifying questions.
- C. Buildings and Grounds – Mr. Rogers presented the FY17 Budget and provided details for Extraordinary Maintenance, Personnel, Utilities, Contracted Services, Grounds Maintenance, and Custodial Supplies. School Committee members and Mr. Mosher asked clarifying questions.
- D. Central Office/Curriculum –Mr. Berlo presented an overview covering Curriculum and Professional Development. School Committee members and Mr. Mosher asked clarifying questions.

Mr. Dumas presented an overview of the Central Office Budget. School Committee members and Mr. Mosher asked clarifying questions. A 10% reduction to parking, transportation and athletics fees for FY17 is not included in this budget. School Committee members requested additional information on the impact to the FY17 budget if a 10% reduction in the above fees was given again this year. Also requested was information on the number of K – 6 students who live in the 2 mile radius around the schools. The impact to bussing of the new housing units in town is unknown.

## VI. New Business

- A. **Capital Project School Department Article Warrant #16-026 in the amount of \$11,720.70** – Mr. Dumas (taken out of order, after IV. E.)  
For Consideration: Request and recommendation of the Superintendent for payment of invoices for a Capital Project as appropriated in Articles 22, 24 and 28.

Motion: Move to approve the payment of Warrant #16-026 in the amount of \$11,720.70 to the vendors as outlined in the warrant was made by Mr. Graziano, seconded by Ms. Knight.

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

## VII. Old Business – None at this meeting

## VIII. Items by Consensus:

- A. The Superintendent recommends the School Committee vote to approve the Operating Budget & Other Funds Warrant #16-025 in the amount of \$385,175.40
- B. The Superintendent recommends the School Committee vote to approve the High School Student Activities Warrant #16-027 in the amount of \$11,033.38.
- C. The Superintendent recommends the School Committee vote to approve \$975.00 from the “The Sky’s the Limit” fundraiser to be placed in the Middle School Gift Account at indicated in the agenda materials.

Motion: Move to approve items VIII. A. – C. was made by Mr. Graziano, seconded by Ms. Knight.

*(Voted to accept 3/10/16)*

*12/3/15 – Page 2 of 3*

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

**IX. Adjournment**

Motion: Move to adjourn the meeting was made by Mr. Graziano, seconded by Ms Knight.

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

The meeting was adjourned at 9:23 PM.

Respectfully submitted,

---

Ellen Scordino, Chair  
Lori Nickerson, Vice Chair