

HOPKINTON SCHOOL COMMITTEE

Thursday, December 15, 2016

Regular Meeting 7:00 PM

High School Library

AGENDA

I. Pledge of Allegiance

II. Recognitions

- A. 7:05 – 7:15: 2016 Varsity Girls Volleyball State Champions – Mrs. King

III. Public Comments

IV. Reports

- A. 7:15 – 7:20: Student Council
B. 7:20 – 7:30: Liaisons Reports
C. 7:30 – 7:40: SC Chair Report
D. 7:40 – 8:40: Budget Reports – Dr. MacLeod, Mr. Dumas, and Dr. Cavanaugh
 a. Superintendent's Budget Recommendation

V. New Business

- A. 8:40 – 8:45: **Turf Field Public Forum** – Dr. MacLeod

For Consideration: and in preparation for a public forum, the Turf Field Committee needs to negotiate a fee to develop a presentation describing the committee's recommendation.

Motion: move to approve funding not to exceed the amount of \$4,500 to be funded from the Central Office gift account.

- B. 8:45 – 8:55: **Elementary Literacy Coach Position** – Dr. MacLeod

For Consideration: of the recent notification rescinding funding in the amount of \$180,000.00 from Grant Fund 179. The district needs to identify funding for the Literacy Coach position.

Motion: move to approve \$50,595.00 to fund the Literacy Coach position to be funded from balances in the Special Education accounts.

- C. 8:55 – 9:05: **Preschool Paraprofessional Need** – Dr. MacLeod

For Consideration: of an increase of Level C Paraprofessional to meet the varied needs identified in the preschool program as outlined in the December 8, 2016 memo.

Motion: move to approve the addition of 1.9 Level C Paraprofessionals to be funded by the preschool revolving account.

VI. Old Business

- A. 9:05 – 9:15: **HCA Parking Agreement** – Dr. MacLeod

For Consideration: a request from the Hopkinton Cultural Arts to formalize a parking agreement with the Hopkinton Public Schools. This agreement has been updated based on School Committee comments.

Motion: move to approve the parking agreement between the HPA and HPS as amended.

The listing of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

VII. Public Comments: 9:15

VIII. Items by Consensus: 9:25

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 #17-038 in the amount of \$492,906.25.

IX. Adjournment

X. Next Meetings

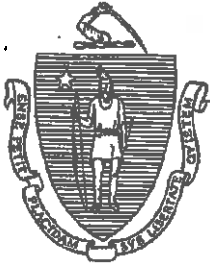
Thursday, January 5, 2017 @ 7:00 PM

Monday, January 9, 2017 @ 7:00 PM

High School Library – Regular Meeting

High School Library – Special Meeting and Public Hearing

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ITEM DIVIDER**



Massachusetts Department of Elementary and Secondary Education

75 Pleasant Street, Malden, Massachusetts 02148-4908

Telephone: (781) 338-3000
TTY: N.E.T. Relay 1-800-439-2370

December 8, 2016

Dr. Cathy MacLeod, Superintendent
Hopkinton Public Schools
89 Hayden Rowe
Hopkinton, MA 01748

Dear Dr. MacLeod,

Due to recent spending reductions, we have been required pursuant to M.G.L. c.29, s. 9C to reassess our available funding for certain programs, and as a result, the Department must amend the performance anticipated under the grant Fund Code 179 to Hopkinton Public Schools. This grant must be reduced by \$180,000 from \$200,000 to the amount received to date: \$20,000. Attached is the Commonwealth of Massachusetts Standard Grant Amendment Form, which must be submitted as soon as possible, but no later than five (5) calendar days from the date of this notice, to reflect the new level of activities to be supported by the reduced contract total. You will be compensated only for the performance level authorized and accepted during this period in accordance with the grant and this Notice of Amendment.

Please review these materials and contact the Assistant Director of the Office of Literacy and Humanities, David Buchanan at 781-338-6235 if you have any questions.

Please be advised that failure to execute and return the attached Standard Grant Amendment Form shall not operate to delay the Amendment changes and the effective date of these changes will be the date the Amendment is executed by the parties or no later than December 13, 2016. Additionally, failure to return the attached amendment form will impact any subsequent payments from this grant.

As we are not authorized to obligate or expend amounts above the authorized limits, this letter shall serve as written notice that any expenditure above the levels outlined in this letter is not authorized and will not be compensable. The grantee may not bill or file any claim for payment for any performance made outside the scope of the attached Amendment. However, if you have already submitted request for funds (RF-1) for expenditures through the November payment window, we will make every attempt to honor that request. Failure to return the Amendment will operate as an automatic suspension of authorization for performance above the performance levels identified in the Amendment.

We will work with you to implement this change and appreciate your cooperation and patience during this challenging time. We apologize for any inconvenience.

Sincerely,

A handwritten signature in cursive script, appearing to read "William J. Bell".

William Bell, Senior Associate Commissioner for Administration & Finance
Department of Elementary and Secondary Education

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ITEM DIVIDER**

Memorandum

To: Dr. Cathy MacLeod
Superintendent

From: Dr. Karen Zaleski
Director of Student Services
Lauren Dubeau
Center School Principal

Date: December 8, 2016

RE: Preschool Paraprofessional Need

The Hopkinton Integrated Preschool has established a collaboration with educational consultant Dorsey Yearley. She began her work conducting a review of the preschool program and continues to meet with preschool staff to improve our approach to addressing the needs of young children.

Students with special needs enter our program when they turn 3. As a result of this “rolling admissions,” our special needs population increases greatly from September to June. A review of past enrollment (FY12-FY17) indicates that enrollment by students with special needs will increase by an average of 12 students by June. This increase accounts for a large percentage of the increased total enrollment in special education across the district. In staffing the program, rather than basing paraprofessional staff on enrollment in September, the review of the preschool program recommends that we plan for anticipated need based on our knowledge that this enrollment will significantly increase. It should also be noted that we have seen an increase in the actual number of students served over the past five years. In FY12, we started the year with 15 special education students at the preschool level. Currently, we have 37 special education students at the preschool level, and this number will likely rise to approximately 47 by June. Part of our work in reviewing the preschool program has been to consider how the revised structure of the preschool program can provide adequate student service delivery within the confines of the new building.

Students with special needs are educated at all levels in the Hopkinton Public Schools. These students comprise 13% of overall student enrollment. The Integrated Preschool, however, poses a unique challenge in that up to 50% of our students have special needs.

For the overwhelming majority of our students, both typically developing and those with special needs, preschool is their first experience away from a parent and their first school experience. Skills that are taken for granted at older grades (whether it be standing in line, using a glue stick, or going to the bathroom) are not independent skills at the preschool level. Therefore, all students, both typically developing and those with special needs, require greater support than at other levels. By providing a high level of support at the preschool level, we work to ensure a strong entry into the public schools for both children and their parents. More than this, however, by attending to these children’s needs appropriately early on, many of these students will then require fewer services and be more independent as they get older.

	Oct	June	Oct	June	Oct	June	Oct	June	Oct	June
	2012	2013	2013	2014	2014	2015	2015	2016	2016	2017
	FY13		FY14		FY15		FY16		FY17	
Total District Enrollment	3416	3442	3461	3492	3463	3485	3463	3476	3463	TBD
Total District Special Ed Enrollment	467	497	485	500	453	494	462	470	447	TBD
Total PK Special Ed Enrollment	15	37	29	34	19	35	31	44	33 (*37 current)	TBD

The following positions are requested in FY17 to support the transition plans that have been recommended through the Integrated Preschool Program review:

1. .5 FTE Level C Paraprofessional to service incoming students to the preschool whose evaluations indicate this level of need. These students will join our preschool program in January.
2. .5 FTE Level C Paraprofessional to support the multiple students in an intensive needs classroom. We have been carefully monitoring and evaluating student needs within this classroom to examine other opportunities to support this class and it has been determined that an addition is required.
3. .9 FTE Level C Paraprofessional essential to transition to an improved program model as recommended by the preschool program review. Please refer to proposed preschool model document for information regarding the unique needs of the preschool program.

MOTION

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ITEM DIVIDER**

PARKING AGREEMENT

This Parking Agreement (“Agreement”) is entered into by and between the Hopkinton Center for the Arts, Inc. and the Hopkinton Community Endowment, Inc. (hereinafter jointly referred to as “HCA”) and the Town of Hopkinton School Committee (hereinafter referred to as the “School Committee”).

WHEREAS, the HCA and the Town of Hopkinton are parties to a Lease Agreement wherein the HCA leases from the Town the premises located at 98 Hayden Rowe Street, Hopkinton, Massachusetts (hereinafter referred to as the “Leased Premises”); and

WHEREAS, the School Committee owns, manages and controls a parking lot located at 90 Hayden Rowe Street, adjacent to the Leased Premises (the “School Parking Lot”); and

WHEREAS, the HCA wishes to use the School Parking Lot from time to time to accommodate parking for HCA events, performances and programming at the Premises.


NOW, THEREFORE, in consideration of the covenants and agreements contained herein, the receipt and sufficiency of which are hereby mutually acknowledged, the parties hereto agree as follows:

1. The HCA will work with the Hopkinton Public School (“HPS”) Building and Grounds Department to schedule HCA events around HPS events.
2. In the event that both the HCA and HPS have events scheduled the following prioritizations and procedures shall apply:
 - a. Whenever possible, the area of the School Parking Lot that is immediately adjacent to the Leased Premises will be prioritized for the HCA event. In such circumstances, the HCA event parking area will be clearly marked and identified by the HCA.
 - b. The HCA acknowledges and agrees that the HPS shall always have priority over HCA with respect to the use of the School Parking Lot. Accordingly, if HPS requires the use of the School Parking Lot after the HCA has reserved it for a particular date: (i) HPS shall have the right to use the School Parking Lot, with exception of the 42 identified parking spaces immediately adjacent to the Leased Premises; and (ii) the Town of Hopkinton and the School Committee shall endeavor to secure alternative parking for the HCA’s event, at either EMC Park or another designated parking area on the HPS grounds.
 - c. For any event on the Leased Premises, the HCA shall cordon off the portion of the School Parking Lot reserved for parking for that event and shall affix signage stating: “HCA Event Parking.”

- d. The HCA shall, at its expense, hire a police detail for any event at which alcohol is served for more than one (1) hour when the school parking lot is being used simultaneously by the HCA and the HPS.
- 3. HCA and HPS shall openly share their event schedules and agree to work in good faith to facilitate event parking on the School Parking Lot.
- 4. This Parking Agreement is terminable at will by either party. Notwithstanding, in the event that this Parking Agreement remains in effect six months after its execution date, the parties agree to meet to review the Parking Agreement and revise the terms as may be warranted. Thereafter, the Parking Agreement shall remain in effect until such time as either party notifies the other of its intent to terminate.

IN WITNESS WHEREOF, the undersigned pledge they are authorized to execute this Parking Agreement on behalf of the named entities this 9th day of December 2016.

Hopkinton Center for the Arts, Inc.



By:
Title: Director

Town of Hopkinton

By:
Title:

Hopkinton School Committee

By:
Title: