

HOPKINTON SCHOOL COMMITTEE
Thursday, March 24, 2016
Regular Meeting 7:00 PM
Middle School Library
MINUTES

School Committee Chair Ellen Scordino opened the regular meeting at 7:03 PM with the following present:

Members:

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

Also Present:

Dr. Cathy MacLeod, Superintendent

I. Pledge of Allegiance

II. Recognitions (taken out of order, after V.A.)

- The HHS Jazz Ensemble received an honorable mention at the Clark Terry Jazz Festival held at the University of New Hampshire.

III. Public Comments: None at this meeting

IV. Reports

A. Student Council – None at this meeting

B. Liaisons Reports

- The HHS Honors Art Exhibit will open Wednesday, March 30, 2016 at the Hopkinton Center for the Arts.
- Mr. Graziano reported that the Elementary School Building Committee (ESBC) will meet on April 5; cost estimates will be presented at that meeting.
- Ms. Nickerson reported that during the recent SEPAC meeting Dr. MacLeod answered many questions from parents. A Public Forum is in the planning stages for parents of SpEd students. Dr. Zaleski will attend the School Committee's second meeting in April to provide more information about the Special Education program.

C. SC Chair Report

- A meeting with the Appropriation Committee is scheduled for April 4, 2016. Ms. Scordino is unable to attend; Ms. Nickerson will attend along with Dr. MacLeod and Mr. Dumas. The Town Manager indicated that the town is seeking to decrease the overall operating budget increase.
- By general consensus, the School Committee supported leaving the procedure for handing out diplomas at graduation as it is currently.

D. Superintendent's Report

- Chris Herren presented his story last week at two events which were well attended by students and parents.
- A Public Forum will be held on April 14, 2016 on the topic of curriculum pathways for math, engineering and science. A notice will be sent out via listserv. Principals Evan Bishop and Alan Keller, HHS subject matter leaders, and Dr. MacLeod will attend.
- Dr. MacLeod, Evan Bishop, Alan Keller and the SMLs met with the Hopkinton Center for the Arts to discuss ways to increase collaboration between the schools and the HCA.

- The Coordinated Program Review preliminary exit interview was very complimentary. The review identified the need for increased communication to parents of Special Education students so parents understand the programs which are available. A final report will be issued after which the district has one year to address the areas where changes are recommended.

E. Athletics Reports – Mr. Karjel

- Athletics Winter Update – Highlights and accomplishments of the winter sports teams were reviewed and these highlights and the list of TVL All-Stars are available in the agenda materials.
- New Athletic Program Proposal – The proposal was developed in order to have a process in place to evaluate interest and sustainability of new sports programs while not incurring additional expenses that would burden the school budget for the first year. New programs would start as “2-year Pilot Programs”, a limit of one team per year would be considered, and fees and stipends will be adjusted for the first two years.

Discussion: Additional information on stipends and how costs will be covered were requested. An application form for the pilot program and a list of criteria, for choosing between applications, should more than one team apply were also suggested. A detailed business plan, the estimated costs if the sport is included in the school budget, and the potential for competition were requested. The process for approval by the School Committee was discussed; no policy currently covers this topic. An application form, criteria for selection, and an appropriate policy and/or procedure will be developed by Dr. MacLeod and the Athletic Department.

- Update on Alpine Ski Team – Based on discussions held earlier in the year, the Alpine Ski Team will be asked to submit the application to be the pilot program for next school year.

V. New Business

- A. **School Committee Policy:** *JLCD* Administering Medication to Students – Dr. MacLeod (1st reading) (taken out or order, after I.) Hopkinton School District Nurse Kelly Burke provided explanation for the changes to this policy. The change in transportation for the Middle School trip to Washington D.C. precipitated a need to transport and administer medications differently this year. The proposed changes call for students to transport their own medications and in some cases administer their own medications.

For Consideration: Request and recommendation of the Superintendent to approve Policy *JLCD* as amended to meet procedures established by the Department of Public Health.

Motion: Move to approve Policy *JLCD* as amended was made by Mr. Graziano, seconded by Ms. Ms. Knight.

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

- B. **School Committee Policy:** *KHC* Distribution of Materials on District Grounds – Dr. MacLeod (1st reading)
For Consideration: Request and recommendation of the Superintendent to consider establishing Policy *KHC* to address safety concerns. The policy has been posted; no comments were received.

Motion: Move to adopt and approve Policy *KHC* as written was made by Ms. Bertschmann, seconded by Mr. Graziano.

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

- C. **School Committee Policy:** *KHCB* Dissemination of Information Brochures – Dr. MacLeod (1st reading)
For Consideration: Request and recommendation of the Superintendent to approve Policy *KHCB* as amended.

Discussion: The Committee supported adding back in the use of listserv with approval by the Superintendent.

Motion: Move to approve Policy *KHCB* as amended was made by Ms. Bertschmann, seconded by Ms. Knight.

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

D. **School Committee Policy:** *KHB* Advertising in the Schools – Dr. MacLeod

For Consideration: Request and recommendation of the Superintendent to decommission this policy based on current practice.

Discussion: While no requests for advertising space have been received recently, the policy was created to address such requests; for example, advertising on the scoreboard in the athletic center. By general consensus, the School Committee supported keeping this policy active.

Recommended Motion: Move to decommission Policy *KHB*.

No motion was made.

E. **High School State-Side Overnight Travel Recommendations** – Dr. MacLeod

For Consideration: Request and recommendation of the Superintendent to approve the travel request for:

- Boston: Business Professionals of America: May 5th – May 8th, 2016

Motion: Move to approve the travel request for Business Professionals of America, May 5th – May 8th, 2016, Boston Trip was made by Ms. Nickerson, seconded by Ms. Knight.

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

F. **High Club Stipends** – Dr. MacLeod

For Consideration: Request and recommendation of the Superintendent to approve the request to reallocate \$3,300.00 in stipend monies as outlined in the agenda materials.

Motion: Move to approve the reallocation of \$3,300.00 in stipend monies as outlined in the agenda materials was made by Mr. Graziano, seconded by Ms. Knight.

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

G. **Capital Project Article Warrant #16-050 in the amount of \$5,100.00** – Mr. Dumas

For Consideration: Request and recommendation of the Superintendent for payment of invoice for a Capital Project as appropriated in Article 24.

Motion: Move to approve the payment of Warrant #16-050 in the amount of \$5,100.00 to the vendor as outlined in the warrant was made by Ms. Knight, seconded by Ms. Nickerson.

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

VI. Old Business

VII. Public Comments: None at this meeting

VIII. Items by Consensus:

- A. The Superintendent recommends the School Committee vote to approve the Operating Budget & Other Funds Warrant #16-049 in the amount of \$464,867.19.
- B. The Superintendent recommends the School Committee vote to approve the High School Student Activities Warrant #16-048 in the amount of \$23,031.40.
- C. The Superintendent recommends the School Committee vote to approve \$776.00 from the HPTA “Spirit Wear” fundraiser be placed in the Hopkins School Gift Account as indicated in the agenda materials.

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

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

(Not yet voted to accept)

Ms. Nickerson asked for information on the remaining funds in the high school capital account. Dr. MacLeod read a letter which was received from the Town Manager noting that Legacy has agreed to donate land to fulfill this obligation. The procedure to zero out that account will be pursued with Mr. Dumas.

IX. Adjournment

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

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

The meeting was adjourned at 8:30 PM.

Respectfully submitted,

Ellen Scordino, Chair
Lori Nickerson, Vice Chair