

HOPKINTON SCHOOL COMMITTEE
Wednesday, August 5, 2015
Special Meeting/Summer Session 6:00 PM
Middle School Library
MINUTES

School Committee Vice Chair Lori Nickerson opened the special meeting at 6:00 PM with the following present:

Members:

Ms. Ellen Scordino, Chair (Remote Participation until 7:29 PM)
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

I. Pledge of Allegiance

II. Reports

A. School Calendar Advisory Committee – Dr. MacLeod & Ms. Bertschmann

- committee goals and start date (5 minutes)
- vacation schedule (5 minutes)
- religious holidays (5 minute summary statement, 25 minutes for discussion)
- snow day educational alternatives (5 minutes)

Discussion/Comments: The SCAC presented the results of their discussions as provided in the SC meeting packet. The committee highlighted the challenges of finding consensus on many issues related to the school calendar. The report was accepted by general consensus to be used as guidance for the 2017 calendar discussion. The School Committee thanks the SCAC for their work.

B. School Committee Chair Report

- Blackstone Valley Wealth Management Scholarship
- Schedule Executive Session Meeting to Review Executive Session Minutes

Discussion/Comments: By general consensus the Committee decided to hold an Executive Session following the regular meeting on September 24, 2015.

III. New Business

A. **Washington DC Trip** – Mr. Keller

For Consideration: To improve curriculum alignment, Mr. Keller proposes a revision to the previously approved Intent to Travel. The revision includes a partnership with CloseUp to develop lesson plans, hands-on activities, and programming unique to Washington, D.C. As a result additional costs will be incurred.

Recommended Motion: Move to approve the amended Intent to Travel for the 8th Grade Washington D.C. trip in June 2016.

Discussion: In response to questions, Mr. Keller explained the plan to communicate the changes to parents, fundraising, scholarships for students who cannot afford to go, options for students who choose not to go, the dinner and dance, the change to flying vs. riding the bus, the opportunities to include curriculum into the trip, and the change in tour companies.

Acting Chair Nickerson called for a roll call vote as Ms. Scordino was participating remotely. A roll call vote was taken:

Ellen Scordino, Chair	- yes
Lori Nickerson, Vice Chair	- yes
Kelly Knight, Member	- yes
Jonathan Graziano, Member	- yes
Jean Bertschmann, Member	- yes

(Voted to accept 2/4/16)

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Ms. Scordino left remote participation at 7:29

- B. **School Committee Policy:** BE-Remote School Committee Participation: Adopt Town Policy – Dr. MacLeod (taken out of order, after III. E.)
For Consideration: School Committee Policy BE has been amended to include a reference to the Town Remote Participation Policy to govern our participation.

Recommended Motion: Move to amend Policy BE to include a reference to the Town Remote Participation Policy. Motion was made by Ms. Knight, seconded by Mr. Graziano.

Discussion: A link to the Town’s policy will be added. The policy has been posted for public comment.

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

- C. **Superintendent’s Annual Plan 2015-2016** – Dr. MacLeod
For Consideration: The Superintendent presented a draft of her proposed goals at our School Committee special meeting on July 9, 2015. The plan as it is now presented addresses feedback from School Committee members. The Superintendent’s Annual Plan is to be approved by the School Committee.

Recommended Motion: Move to approve the Superintendent’s Annual Plan 2015-2016 as amended. Motion was made by Mr. Graziano, seconded by Ms. Knight.

Discussion: Changes were suggested for clarification and consistency.

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

- D. **Contract Award:** Resurfacing Outdoor Courts – Mr. Rogers (taken out of order, after IV. C.)
For Consideration: At the Annual Town Meeting in May of 2015 funding was appropriated to resurface the outdoor tennis and basketballs courts at the Middle/High School Campus. Dr. MacLeod explained that after winning the bid, the only bidder suggested additional work be done to prolong the life of the courts. These additions would increase the price by \$9500 which is still within the appropriated amount.

Recommended Motion: Move to accept the bid of \$38,389.00 from East Coast Sealcoating, Inc. of Abington, MA. The motion was made by Mr. Graziano, seconded by Ms. Knight.

Discussion: In response to School Committee members’ questions, Mr. Rogers explained why the difference in cost between the projected amount and the bid price occurred; noted that the bidder does not have the reputation for winning bids and then adding costs; and the specs require the contractor to make provisions to keep the public off the courts during resurfacing.

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

- E. **Contract Award:** Middle School Fire Alarm – Dr. MacLeod
For Consideration: At the Annual Town Meeting in May of 2015 funding was appropriated to upgrade the Middle School fire alarm system. All bid requirements were followed and met.

Recommended Motion: Move to award the contract to MV Electrical Contractors, Inc. of Acushnet, MA at a cost of \$171,350.00.

Discussion: \$170,000 was appropriated for the project; \$1,350.00 will come from the Contracted Services account.

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

- F. **Capital Project School Department Warrant #16-008 in the amount of \$15,284.40** – Dr. MacLeod
For Consideration: Payment of invoices for two Capital Project invoices as appropriated in referenced Articles 22 and 19.

Recommended Motion: Move to approve the payment of Warrant #16-008 in the amount of \$15,284.00 to the vendor(s) as outline in the warrant. Motion was made by Ms. Knight, seconded by Mr. Graziano.

Discussion: Clarification as to why the emergency generator, Article 19, is not included on the FY16 Capital Accounts list was requested.

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

G. **Joint Capital Project with Town in the amount of \$1,680.00** – Dr. MacLeod

For Consideration: Payment of reimbursement for a joint Capital Project as appropriated in referenced Article 23. Due to the “joint: nature of this appropriation the Town Finance Department will be processing all payments using the REQUEST FOR PAYMENT – JOINT CAPITAL form, which requires three School Committee signatures on the upper right-hand section of the form.

Recommended Motion: Move to approve the payment of \$1,680.00 to Hopkinton Public Schools Network Administrator, Jon Parent, as indicated on the Request for Payment-Joint Capital form. Motion was made by Mr. Graziano, seconded by Ms. Knight.

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

H. **Budget Transfer Request** – Dr. MacLeod

For Consideration: The cost of copy leases has been budgeted in the projected locations of new copiers. This request transfers budget funding to the particular schools in which new leased copiers are actually deployed.

Recommended Motion: Move to approve the budget transfer request as indicated in the agenda materials. Motion made by Ms Knight, seconded by Mr. Graziano.

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

IV. Old Business

A. **School Committee Policy: JJI Athletics and Student Organizations [2nd reading]** – Dr. MacLeod

For Consideration: Policy JJI was revised to include reference to students’ participation restrictions.

Recommended Motion: Move to adopt Policy JJI as presented in the agenda materials. Motion made by Ms. Knight, seconded by Mr. Graziano.

Discussion: “Gender Identification” was added to the policy.

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

Motion: Move to adopt Policy JJI as amended. Motion made by Ms. Knight, seconded by Mr. Graziano.

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

B. **School Committee Policy: JF School Admissions and Residency [2nd reading]** – Dr. MacLeod

For Consideration: Policy JF was revised to update residency requirements and provide additional clarity to align with current practice.

Recommended Motion: Move to adopt Policy JF as presented in the agenda materials.

Discussion: Several changes were identified. By general consensus the Committee supported a review of wording used by surrounding school districts. Dr. MacLeod will pursue this information. No motion to adopt was made at this meeting.

C. **Middle School Program of Studies** – Mr. Keller (taken out of order, after III. A.)

For Consideration: Mr. Keller proposed a revision to the Hopkinton Middle School Program of Studies to assist student in acquiring specific skills and knowledge in digital literacy to support the 1:1 digital learning initiative.

Recommended Motion: Move to amend the HMS Program of Studies replacing “Collaborative Leadership” in grade 6 and “Progressive Leadership” in grade 7 and 8 with “Digital Literacy”.

Discussion: Mr. Graziano suggested exploring the idea of offering the “Digital Literacy” course to elementary students as they also begin to use digital technology in their classrooms.

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

V. Items by Consensus:

- A. The Superintendent recommends the School Committee vote to approve the Operating Budget & Other Funds Warrant #16-002 in the amount of \$575,391.22.
- B. The Superintendent recommends the School Committee vote to approve the Elmwood School Student Activities Warrant #16-007 in the amount of \$300.01.
- C. The Superintendent recommends the School Committee vote to approve \$2,370.50 from the HPTA Hopkins Spring Book Fair fundraiser be placed in the Middle School Gift Account as indicated in the agenda materials.
- D. The Superintendent recommends the School Committee vote to approve \$475.00 from the “The Sky’s the Limit” fundraiser be placed in the Middle School Gift Account as indicated in the agenda materials.
- E. The Superintendent recommends the School Committee vote to approve \$595.39 from the HPTA Book Fair fundraiser proceeds be placed in the Middle School Gift Account as indicated in the agenda materials.
- F. The Superintendent recommends the School Committee vote to approve \$1,479.26 from the HPTA Book Fair fundraiser proceeds be placed in the Center School Gift Account as indicated in the agenda materials.
- G. The Superintendent recommends the School Committee accept a gift in the amount of \$2,474.00 from Silicon Valley Community Foundation be placed in the High School Gift Account as indicated in the agenda materials.

On a motion made by Ms. Bertschmann, seconded by Mr. Graziano, the School Committee voted to approve items V. A-G.

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

VI. Adjournment

On a motion made by Ms. Bertschmann, seconded by Mr. Graziano, the School Committee voted to adjourn the meeting.

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

The meeting was adjourned at 8:40 PM.

Respectfully submitted,

Ellen Scordino, Chair
Lori Nickerson, Vice Chair