

HOPKINTON SCHOOL COMMITTEE
Thursday, September 22, 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 7:02 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. Cathy MacLeod, Superintendent
Mr. Ralph Dumas, Director of Finance
Mr. Ashoke Ghosh, Director of Technology

I. Pledge of Allegiance

II. Recognitions

- A. HEF Grants – President Alexis Miller explained that this was the 25th year the HEF has supported Hopkinton Schools and over that time, \$1.2 million has been given to the district. This year \$86,000 was awarded in nine grants; Ms. Miller described the grants that were awarded in 2016.

III. Public Comments:

- Mr. Jerry Tuite expressed frustration with the decision not to grant permission for use of a school auditorium for a specific speaker. Documents were distributed, and events which led to the filing of allegations of Open Meeting Law violations were reviewed.

IV. Reports

- A. Student Council- Student representatives Ryan Branch and Olivia Spar presented the highlights so far this year. School spirit continues to thrive even without football games being held on the home field. Homework free time during school breaks was exciting news. Driving simulators were very eye opening.
- B. Liaisons Reports
- Turf Field Sub-committee – Ms. Bertschmann reported that 14 applications to serve on the sub-committee were received. Applications can be submitted through tomorrow, September 23, 2016.
 - Irvine-Todaro Properties Advisory Group – Ms. Cavanaugh reported that the survey on the use of the property will be open for one more day.
 - ESBC – Mr. Graziano reported that the first funds were spent from the appropriation. Adjustments continue to be made to the plan.
 - SEPAC – Ms. Nickerson reported that the timing of the distribution of SpEd students' schedules was discussed at the first meeting of the year. The results of the Coordinated Program Review were presented.
- C. SC Chair Report
- a. Executive Minutes Voted in Executive session – The Committee voted not to release the Executive Session minutes of August 18, 2014 and backup documentation as it relates to a personnel grievance; the Executive Session minutes of June 10, 2015 and backup documentation were voted not to release as it relates to bargaining strategy with regard to the HTA contract; September 24, 2015 minutes were approved and were voted to be released; the October 15, 2015 minutes were approved and voted to be released with redactions as it relates to salary strategy and negotiations; the October 22, 2015 Session I Executive Session minutes and backup documents were approved and voted to be released; the October 22, 2015 Session II Executive Session minutes were approved and voted to be released; the December 22, 2015 Executive Session minutes were approved and voted not to be released as they relate to a grievance which is currently open and being

negotiated; the January 7, 2016 Executive Session minutes were approved and voted to be released; the Committee voted to release the MOU with the HTA, and not to release the draft contracts with the BAA and the school district as they could impact bargaining strategy; February 25, 2016 Executive Session minutes were approved and voted to be released; and the May 26, 2016 Executive Session minutes were approved and voted to be released.

b. Todaro-Irvine interest statement-By general consensus the Committee supported the draft statement.

c. Communications

- On the advice of legal counsel, the topic of the public comment at tonight's meeting will not be discussed during this meeting.
- A letter was received from a Hopkins student about the change in start times of the schools. Ms. Nickerson will respond to the letter.

D. Superintendent's Report

- The back-to-school nights were very well attended.
- Work on the fields continues with the hope that the football game scheduled for Friday, September 30, 2016 will be played on the home field.

E. Technology Report – Mr. Ghosh and Chrystal Hoe, MS Technology Coordinator

The report included progress made on technology goals, parent training, the migration to Power School and SchoolMessenger, and equipment at each school. Technology at the Middle School was presented by Ms. Hoe.

Town Manager Khumalo thanked the district for collaboration on IT initiatives, which produced town-wide benefits.

V. New Business

A. **Award contract for office space rental – Mr. Dumas (taken out of order, after VI. B.)**

For Consideration: Request and recommendation of the Superintendent to approve the contract award to Honey Hill Farms, LLC, for the lease of office and storage space at 89 Hayden Rowe Street for a three-year period beginning on October 1, 2017.

Recommended Motion: Move to approve the contract with Honey Hill Farms, LLC, for the lease of office and storage space at 89 Hayden Rowe Street for a three-year period beginning on October 1 2017 with annual rent of \$96,210 (year 1), \$97,950 (year 2) and \$99,690 (year 3).

Motion: Move to approve the contract with Honey Hill Farms, LLC, for the lease of office and storage space at 89 Hayden Rowe Street for a three-year period beginning on October 1, 2016 with annual rent of \$96,210 (year 1), \$97,950 (year 2) and \$99,690 (year 3). Motion was made by Mr. Graziano seconded by Ms. Cavanaugh.

Vote: Favor: 5

Oppose: 0

Abstain: 0

Absent: 0

B. **School Committee Policy: *IJNDB Internet Acceptable Use* (1st reading) – Dr. MacLeod (taken out of order, after V. E.)**

For Consideration: of the requirement that calls specifically for periodic review of the policy to assure it is current with technology. Policy *IJNDB* was adopted in October, 2010 and has been shared through Listserv.

Dr. MacLeod explained that a number of changes were needed to policies on device and Internet use. Mr. Ghosh reviewed the questions asked of the legal team and their recommendations. The policy will be brought back at an October School Committee meeting.

Recommended Motion: TBD

No motion was made.

C. **School Committee Policy: *JJA Student Organizations* – Dr. MacLeod**

For Consideration: Request and recommendation of Superintendent to amend policy *JJA* to include language as identified through the Coordinated Program Review.

Recommended Motion: Move to adopt Policy *JJA* as amended. Motion made by Ms. Cavanaugh seconded by Mr. Graziano.

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

D. Capital Project School Department Article Warrant #17-014 in the amount of \$15,151.00 – Mr. Dumas (taken out of order, V. A.)

For Consideration: Request and recommendation of Superintendent for payment of invoices for Capital Projects as appropriated in Articles 24 and 13G.

Recommended Motion: Move to approve the payment of Warrant #17-014 in the amount of \$15,151.00 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

E. Budget Transfer – 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 budget transfers as outlined in the agenda materials. Motion was made by Mr. Graziano seconded by Ms. Cavanaugh.

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

F. Deadline for School Department Budget Submission - Ms. Nickerson (taken out of order, after IV. E.)

For Consideration: In response to a request from the Town Manager to change our submission date and in consideration of the School Committee's recommendation to the Charter Review Committee.

Discussion: Town Manager Norman Khumalo and BOS member Brian Herr joined the table. The proposed 2016-2017 budget timeline was reviewed. The timeline is a trial for this year; however the Charter Review Committee is considering changes to the timeline for budget submissions. Mr. Khumalo explained that one of the goals for the changes in the timeline is to produce a comprehensive budget earlier by lining up the capital budget and the operating budget processes. Increased communication between town departments, the school district and the public was supported by all in attendance. Committee members expressed concern with holding the Public Hearing on January 5, 2017. By general consensus the Committee supported moving the Public Hearing to January 9, 2017 and submission of the budget on January 10, 2017. This suggestion was supported by Mr. Khumalo and Mr. Herr as well. The School Committee meeting schedule will be adjusted as needed.

Recommended Motion: TBD

No motion was made.

VI. Old Business

A. Middle School Nature's Classroom Trip – Dr. MacLeod

For Consideration: Request and recommendation of Superintendent to approve the Final Overnight Travel request for the Nature's Classroom Trip to Hill Top at Charlton, MA.

Recommended Motion: Move to vote to approve the 6th Grade Nature's Classroom trip from October 25th to October 28th, 2016. Motion made by Mr. Graziano seconded by Ms. Cavanaugh.

Vote: Favor: 5

Oppose: 0

Abstain: 0

Absent: 0

B. Capital Project School Department Warrant Article 13F – Hopkins Boiler – Mr. Dumas (taken out of order, after V. F.)

For Consideration: and following discussion with the Town Manager regarding funding sources, this matter is placed on the agenda for further discussion.

Recommended Motion: Move to approve the awarding of a contract for the Hopkins Boiler replacement to Enterprise Equipment Company at a cost of \$166,394 to be funded as outlined in the agenda materials.

Motion: Move to award a contract in the amount of \$166,394 to supply and install a high efficiency boiler at the Hopkins School to the low bidder, Enterprise Equipment Company, Inc. of Weymouth, MA assuming the BOS approve the School Committee's access to \$42,088.00 in insurance restitution funds; and the remaining balance to be funded as outlined in the agenda materials. Motion made by Mr. Graziano seconded by Ms. Cavanaugh.

Vote: Favor: 4

Oppose: 1 (Bertschmann)

Abstain: 0

Absent: 0

VII. Public Comments: None at this meeting

VIII. Items by Consensus:

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 #17-013 in the amount of \$402,709.74.
- B. The Superintendent recommends the School Committee vote to approve the minutes of the special School Committee meetings of July 21st, 2016 and August 18th, 2016.

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

Vote: Favor: 5

Oppose: 0

Abstain: 0

Absent: 0

IX. Adjournment

Motion: Move to adjourn the meeting. Motion made by Mr. Graziano seconded by Ms. Cavanaugh.

Vote: Favor: 5

Oppose: 0

Abstain: 0

Absent: 0

The meeting was adjourned at 9:25 PM.

Respectfully submitted,



Lori Nickerson, Chair