

HOPKINTON SCHOOL COMMITTEE
Thursday, January 5, 2017
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

I. Pledge of Allegiance

II. Recognitions: None at this meeting

III. Public Comments:

IV. Reports

- A. Student Council Student Council – Student representatives Ryan Branch and Sarah Durr shared highlights at HHS: The HCA will be used for a guest speaker for the Creative Writing Class; addressing the field issues is appreciated by student athletes; two parent forums for the switch to Power School are planned; a second robotics tournament will be hosted at the high school on January 14, 2017; student council is preparing for a community-wide service event for MLK Day; the junior and senior boys will compete in the Hiller Pageant; and the winter sports teams are doing very well.
- B. Athletic Field Sub-Committee Public Forum Overview – Kathy Hervol
An overview of the presentation, which will be given at the Public Forum on Tuesday, January 10, 2017, was given. The presentation included the project history, process to date, preliminary recommendations, and maintenance and life cycle costs. The project consists of 3 phases: Phase I – Turf Fields 4 and 5; Phase II – Turf Field 3 with Track Expansion; and Phase III – Amenities Building. The purpose of this presentation is to share information and solicit community input.
- C. New Building Enrollment Projections and MSBA Update – Dr. MacLeod and Jeff D’Amico
NESDEC’s Don Kennedy presented an overview of the revised enrollment projections and the drivers, which contributed to the revision. Mr. Kennedy exited the meeting.

Jeff D’Amico, from Compass joined the table. Dr. MacLeod noted that the change in enrollment, from flat to an increase, was received in November 2016. The importance of class size in K – 1st grade was reviewed. The flex space provided in the new building is meant for bubble years, not as a long-term solution. The projected enrollment will cause class sizes to be larger than desired. Mr. D’Amico explained that the proposed solution is a two story, four-classroom addition. The foundation in that wing has not yet been poured and adding space now would be more cost efficient than adding it at a later date. It may be possible to fund the additional classroom space without a levy override as the project has come in \$2 million under budget to date. If the addition is approved now, the project can be completed within the current timeline; however, discussions with the Town Manager and Board of Selectmen are

needed for approval. A meeting will be scheduled with the MSBA to discuss the increased enrollment projections and to seek approval for the addition. Mr. D'Amico projected the cost of the classroom addition is \$4 million.

D. Liaisons Reports – None at this meeting

C. SC Chair Report

a. Open Meeting Law Meeting – Changes and updates that affect the School Committee's procedures were reviewed.

b. Naming Facility Timeline – School Committee FF guides the timeline. News releases will be sent out announcing the Committee's intent to begin the process of naming the building and seeking community suggestions. The proposed name will be presented at the School Committee meeting scheduled for February 2, 2017. A form, which follows the policy requirements will be created and sent out.

c. Budget Public Hearing – On Monday, January 9, 2017, the Public Hearing on the budget will be held in the high school library. The Committee will vote on the final budget at that time.

D. Superintendent's Report

• Director of Finance & Operations Timeline Update – The timeline was amended on the recommendation of NESDEC. The new timeline calls for finalist interviews on Thursday, March 16, 2017, with announcement and contract negotiations on Friday, March 17, 2017.

V. New Business

A. **Special Town Meeting Warrant Article – Dr. MacLeod**

For Consideration: Request and recommendation of the Superintendent to request a placeholder for the Special Town Meeting appropriating up to \$3 million to include a four (4) classroom addition to the current building project and associated redesign.

Motion: Move to approve a Special Town Meeting Warrant Article for up to \$3 million to include a four (4) classroom addition to the current building project and associated redesign.

Amended motion: Move to approve the amended Special Town Meeting Warrant Article not to exceed \$2 million to include a four (4) classroom addition to the current building project and associated redesign. Motion made by Mr. Graziano seconded by Ms. Cavanaugh.

Vote: Favor: 5

Oppose: 0

Abstain: 0

Absent: 0

B. **Budget Transfer – Mr. Dumas – This topic was not taken up at tonight's meeting**

For Consideration: Request and recommendation that the School Committee approve the budget transfers as outlined in the agenda materials.

Motion: Move to approve the budget transfers as outlined in the agenda materials.

C. **Capital Project School Department Article Warrant #17-042 in the amount of \$70,294.92 – Mr. Dumas**

For Consideration: Request and recommendation of Superintendent for payment of invoices for Capital Projects as appropriated in Articles 24 (May 2016 Annual Town Meeting) and 13E (May 2016 Annual Town Meeting).

Motion: Move to approve the payment of Warrant #17-042 in the amount of \$70,294.92 to the vendors as outlined in the agenda materials. Motion made by Mr. Graziano seconded by Ms. Cavanaugh.

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

D. Request for Endorsement of Town Charter - Jean Bertschmann

For Consideration: of the proposed Charter, the Charter Review Committee is seeking the School Committee's endorsement of the revisions.

Discussion: Charter Review Committee Chair, Pam Waxlax, joined the table. The process undertaken by the committee was explained and the changes, which relate to the school department, were reviewed for School Committee feedback.

Motion: Move to vote to endorse the revisions to the Town of Hopkinton's Home Rule Charter proposed by the Charter Review Committee to the extent that such revisions relate to the School Committee and School Department and as set forth in the draft proposed Charter provided by the Charter Review Committee. Motion made by Ms. Bertschmann seconded by Ms. Cavanaugh.

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

E. School Committee Policy: KE School-Related Problems and Concerns (1st reading) – Dr. MacLeod
For Consideration: of changes to roles and responsibilities within Central Office. Policy KE was adopted in January 2005, and has been shared through listerv.

Discussion: Suggestions for changes in wording were made for consistency and accuracy. The policy will be brought back for a 2nd reading at a future School Committee meeting.

Motion: TBD

F. Intent to Travel Field Trip Request – Dr. MacLeod

For Consideration: Request and recommendation of the Superintendent to approve the Initial Overnight Travel request for the Girls Varsity Lacrosse team to travel to Martha's Vineyard on April 28, 2017, returning on April 29, 2017.

Motion: Move to approve the Initial Overnight Travel request for the Girls Varsity Lacrosse team to travel to Martha's Vineyard on April 28, 2017, returning on April 29, 2017. Motion made by Ms. Cavanaugh seconded by Mr. Graziano.

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

VI. Old Business

A. Community Access to the Athletic Center Before School – Dr. MacLeod

For Consideration: of the recently amended Policy KF, and in light of increased security measures, the School Committee is asked to consider and approve new procedures.

Discussion: A liability waiver is in use and was reviewed by town counsel who suggested changes. The waiver will be included in the procedures.

Motion: TBD

VII. Public Comments: None at this meeting

VIII. Items by Consensus:

The Superintendent recommends the School Committee 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 #17-040 in the amount of \$345,828.57.
- B. The Superintendent recommends the School Committee vote to approve the High School Student Activities Warrant #17-041 in the amount of \$21,836.45.
- C. The Superintendent recommends the School Committee vote to accept the gift in the amount of \$500.00 for "The Sky's the Limit" Courtyard Project to be deposited into the Middle School Gift Account #1239.

Motion 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. Bertschmann.

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

The meeting was adjourned at 9:36 PM.

Respectfully submitted,



Lori Nickerson, Chair
Kelly Knight, Vice Chair