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**Hopkinton School Board
Hopkinton, New Hampshire**

MINUTES

**School Board Meeting
Maple Street School – Room 22**

Tuesday, January 5, 2016 - 5:30pm

13 **IN ATTENDANCE:**

14
15 ***School Board:*** Dave Luneau, Chair; Liz Durant, Vice Chair; William Jones, William Chapin, Jr.,
16 Matt Cairns, Board Members

17
18 ***Administration:*** Steven Chamberlin, Superintendent of Schools; Michelle Clark, Business
19 Administrator; Meghan Bamford, Director of Student Services

20
21 **PUBLIC SESSION**

22
23 **1. Call to Order/Pledge of Allegiance**

24 Chair Luneau opened the meeting at 5:30pm led the Pledge of Allegiance.

25
26 **2. Additions/Deletions from Agenda by Superintendent – None**

27
28 **3. Correspondence**

29 Superintendent Chamberlin distributed a thank you notes from Ms. Thesing (HESS President)
30 and the yearbook club.

31
32 **4. Approval of Minutes**

33
34 Motion to approve the minutes of the School Board meeting held on December 22, 2015, was
35 moved by Ms. Durant, and seconded by Mr. Chapin, Jr., all in favor, minutes carried as
36 presented.

37
38 **5. Public Comment (1)**

39
40 **6. Comments from the Hopkinton School Board**

41
42 **7. Staff Reports and Presentations**

43
44 Presentation – Scott Zipke, George’s Park Renovation

45
46 Superintendent Chamberlin introduced Mr. Zipke who was invited to present the George’s Park
47 renovation plan to the School Board. Mr. Zipke previously made this presentation to the Board of
48 Selectmen. Mr. Zipke stated that a group of community members investigated the cost of renovating
49 the fields and grounds at George’s park and submitted a petitioned warrant article for the 2016 Town
50 Warrant. The plan is to upgrade the tennis courts, field hockey and lacrosse fields, and create a field
51 and track. Currently up to 500 students athletes and 300 community members use the fields each
52 year. Mr. Zipke stated that the new fields would benefit both the schools and community and
53 become a major event location. The petitioned warrant article will be in the amount of \$3,426,225.
54 Mr. Zipke stated that the yearly maintenance for the new field complex would cost approximately
55 \$50,000.

1 Ms. Durant stated that she expects that parking will be a potential future issue and inquired if this
2 would be addressed. Mr. Luneau shared that the school district is currently in the third year of a
3 five-year facility study plan, a rigorous process, and plan to present a plan to the community in 2017.
4

5 **8. Items for Board Discussion**

6 7 a. FY 17 Budget

8 i. Budget Bulletin – Draft

9 ii. FY 17 Frequently Asked Questions (FAQ’s) - Draft

10
11 Superintendent Chamberlin presented a draft of the Budget Bulletin and asked the
12 Board to provide feedback by the end of the day on Thursday. The Budget Bulletin
13 will be delivered to the Budget Committee by Monday.
14

15 iii. Budget Committee Calendar

16 – January 13 - HSB FY 17 Presentation

17 – January 20 - Q and A

18 – February 3 - Public Hearing – HMHS Audi, 6:30pm
19

20 b. HESS Frequently Asked Questions (FAQ’s) – Draft

21
22 c. Reauthorization of Overnight Trips (*Action Items*)

23 i. Nicaragua (February 18-27, 2016)

24 ii. France (March 16-April 2, 2016)

25
26 Superintendent Chamberlin stated that two international trips come before the Board for
27 reauthorization. Currently there are no travel warnings.
28

29 d. Personnel (*Action Items*)

30 i. Harold Martin School – Student Support

31 – Instructional Assistant – Revised Contract

32 – Additional Support
33

34 Superintendent Chamberlin informed the Board that additional support is needed for a
35 complex student at Harold Martin School increasing Ms. Kaari Ward-Bayly’s current
36 contract from .5FTE to .68FTE.
37

38 Superintendent Chamberlin reported that an elementary support position is needed for a
39 student at Harold Martin School. Due to a recent layoff in HESS, the person laid off is
40 entitled to the open position for up to three years. This position will be offered to the
41 former staff member. If this person chooses not to take the position the three-year notice
42 would become null and void. Superintendent Chamberlin stated that he could share more
43 information in nonpublic session regarding the student needs for this position with the
44 Board.
45

46 **9. Public Comment (2)**

47 **10. Materials Provided**

48 Draft Minutes

49 Draft Budget Bulletin (Presented at the meeting)

50 Draft – FAQ’s – FY 17 Budget

51 Draft – FAQ’s – HESS Contract
52

1 **11. Important Dates**

- 2 January 13 – HBC Presentation, 5:30pm, Town Hall
3 January 20 – HBC Follow-up, 5:30pm, Town Hall
4 February 3 – HBC Public Hearing, 6:30pm, HMHS Auditorium
5 February 9 – Primary Election day
6 March 2 – HSB/Leadership Team, Senior Lunch, 12:00pm, Slusser Senior Center
7 March 5 – HSD Annual Meeting, 9:00am, HMHS Gymnasium
8 March 8 – Town Election Day
9 March 13 – HMHS, NEAS&C visit kick off

10
11
12 **ACTION ITEMS**

- 13
14 **12.** The Hopkinton School Board accept the Superintendent’s recommendation to reauthorize the
15 international overnight trip to Nicaragua.

16
17 **A motion was proposed by Mr. Luneau, moved by Ms. Durant, seconded by Mr. Jones, all**
18 **in favor, motion carries.**

- 19
20 **13.** The Hopkinton School Board accept the Superintendent’s recommendation to reauthorize the
21 international overnight trip to France.

22
23 **A motion was proposed by Mr. Luneau, moved by Ms. Durant, seconded by Mr. Jones, all**
24 **in favor, motion carries.**

- 25
26 **14.** The Hopkinton School Board accept the Superintendent’s recommendation to approve a revised
27 contract for HMS Instructional Assistant, Kaari Ward Bayly, from 0.50 FTE to 0.68 FTE, for
28 the remainder of the 2015-2016 school year.

29
30 **A motion was proposed by Mr. Luneau, moved by Ms. Durant, seconded by Mr. Jones, all**
31 **in favor, motion carries.**

32
33 **12. Nonpublic Session**

34 Nonpublic Session for the Discussion of Matters as Per RSA 91-A: 3, II (a), (b), (c), (d) and (e)

35
36 Personnel
37 Negotiations

38
39 At 6:35pm, Ms. Durant moved, seconded by Mr. Jones, that the Board enter into nonpublic
40 session in accordance with RSA91-A: 3, II (a), (b), (c), (d) and (e) for the discussion of
41 personnel. Motion passed on a roll call vote: Mr. Jones (yes), Mr. Cairns, (yes), Mr. Chapin, Jr.
42 (yes), Ms. Durant (yes), Mr. Luneau (yes), all in favor.

43
44 RETURN TO PUBLIC SESSION

45
46 **13. Adjournment**

47
48 At 7:05pm, Ms. Durant moved, seconded by Mr. Jones, to adjourn the meeting, motion passed,
49 all in favor, not opposed.

50
51 Respectfully submitted,

52
53 Brenda Vincent

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3 **Maple Street School, Hopkinton, NH**
4 **Nonpublic Minutes**
5 **January 5, 2016**
6
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8 Nonpublic Session for the Discussion of Matters as Per RSA 91-A: 3, II (a), (b), (c), (d) and (e)
9

10 Personnel
11 Negotiations
12

13 The Board came out of nonpublic session at 7:04pm.
14

15 During the nonpublic session the Board discussed personnel and negotiations.
16

17 No action was taken.
18

19 Respectfully submitted,
20

21 Brenda Vincent
22