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3 **Hopkinton School Board**  
4 **Hopkinton, New Hampshire**

5 **ADOPTED MINUTES**

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7 **School Board Meeting**  
8 **Maple Street School – Room 1**

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10 **Tuesday, November 1, 2016 5:30pm**  
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14 **IN ATTENDANCE:**

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

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19 ***Student Representatives:*** Nicholas Mayo, Henry Yianakopolos

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21 ***Administration:*** Steven Chamberlin, Superintendent of Schools; Michelle Clark, Business Administrator;  
22 Meghan Bamford, Director of Student Services, William Carozza, HMS/MSS Principal.

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24 **PUBLIC SESSION**

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26 **1. Call to Order/Pledge of Allegiance**

27 Chair Cairns opened the meeting at 5:30pm and led the Pledge of Allegiance.

28  
29 **2. Additions/Deletions from Agenda by Superintendent**

30 Superintendent Chamberlin reported that additions had been made to the Schedule b nomination slate.  
31 (Bob Berliner, Amy Ober)

32  
33 **3. Correspondence – None**

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35 **4. Approval of Minutes**

36  
37 Motion to approve the minutes of the Joint Budget Committee/School Board meeting held on October 18,  
38 2016 was moved by Ms. Durant and seconded by Mr. Luneau, all in favor, minutes carried as presented.

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40 Motion to approve the minutes of the regular School Board meeting held on October 18, 2016 was moved by  
41 Ms. Durant and seconded by Mr. Luneau, all in favor, minutes carried as presented.

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43 Corrections to both minutes were revised and the revised minutes were presented.

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45 **5. Public Comment (1)**

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47 **6. Comments from the Hopkinton School Board**

48  
49 Mr. Chapin stated that he attended the boys/girls middle school soccer finals and that both teams played a  
50 great game.

51  
52 Mr. Luneau thanked Hopkinton Rotary supporters for their work with the foreign exchange program (Mr.  
53 Youngman, Mr. Gordon, and Mr. Chapin, Jr.). He emphasized the importance of the program supporting  
54 the learning for our students and visitors, and appreciated all the work put into this program.  
55

56 Ms. Durant thanked the high school guidance office for their communication and support helping parents  
57 navigate the college process.

58  
59 Mr. Cairns asked that Board members to share articles of interest they happen to read regarding education  
60 and growth mindset. He recently shared an article from the *New York Times*, [Nudges That Help Struggling](https://www.nytimes.com/2018/01/16/us/news-education-struggling-students.html)  
61 [Students Succeed - NYTimes.com](https://www.nytimes.com/2018/01/16/us/news-education-struggling-students.html).

## 62 63 7. Presentations and Staff Reports

64  
65 a. District Administrator Reports – posted on the website under School Board

66  
67 b. Graduation Requirements

68 Superintendent Chamberlin discussed the current graduation requirements for Hopkinton  
69 students. Currently students are required to hold 24 credits to graduate, state standards are 20  
70 credits.

71  
72 The current graduation requirement was set prior to the Above All, Care mission. Two tenets  
73 specifically apply to the graduation requirement discussion.

74  
75 Tenet # 1 - Know each child

76 Tenet #2 - Do what is best for each child

77  
78 Prior to 2008 - HHS had the lowest graduation requirements in NH (the state minimum),  
79 a committee was formed - the 21st Century Learning Committee – which looked at distribution  
80 and credit count. The committee created a 24-credit requirement with a more prescribed  
81 distribution.

82  
83 A new theory of practice is proposed for consideration: to increase the elective portion of the  
84 requirements - reduce prescription. Respect the different paths students choose ...world language  
85 may not be a priority for all students...for some; the requirement approach limits other  
86 opportunities the students may like to pursue. If the Board is interested this can be discussed in  
87 more detail at the retreat.

88  
89 Student representative Nick Mayo stated that Hopkinton High School offers many courses but  
90 that it would be good to keep as many options open for students. Student Representative Henry  
91 Yianakopolos stated that it would good if a student has a strong passion for a subject area and  
92 would like to pursue more classes related to that passion. It could be hard to do that given the  
93 prescriptive distribution of credit requirements right now. Liz Durant stated that she was hesitant  
94 to open this up, students would have to start early in high school making choices to be able to  
95 attain all the credits needed for graduation. She believes there is a point somewhere in the middle  
96 that would work. Mr. Cairns stated that the subject could be further explored at the Board  
97 Retreat.

98  
99 c. 2016 – 2017 Capital Improvement Plan

100 Superintendent Chamberlin shared a draft CIP including items from the facility study completed  
101 by Harriman Architects. Included in the plan are guidelines of cost items of \$10,000 or more,  
102 items lasting more than five years, items not included in school budget or bonded.

103  
104 Discussion: Facility cost to renovate current buildings.

105 Harold Martin - \$1.2 million

106 Maple Street - \$823,000

107 Middle/High - \$1.5 million

108 SAU Office - \$1.2 million for 4000 sq. ft.

109  
110 Redesign of entrances at Harold Martin and the high school, safety/security items at all schools,

111 and ADA compliance at all schools would cost an additional \$1.4 million.

112  
113 A review of the funding flow was also presented.

114 A fully accessible bus is scheduled to be purchased for this year (\$46,000 in trust) and if more  
115 funds are needed the Board can look at the Special Education Expendable Trust.

116  
117 Due to the expected increase in health insurance funds may need to be withdrawn to help reduce  
118 the increased cost to the budget.

119  
120 The high school NEASC report will add items to the CIP. A second draft will be presented at a  
121 subsequent meeting. At the next Board meeting Mr. Kelley will present the report to the School  
122 Board.

## 123 124 **8. Items for Board Discussion**

### 125 126 *a.* Hopkinton School Board Retreat

127 The School Board Retreat has been confirmed for November 14th at St. Methodius Retreat  
128 Center at 5:30pm. Items for discussion will include review of accomplishments (past 7 years),  
129 what would you like the Hopkinton Schools to be like for our children a year from now, five  
130 years from now?

### 131 132 *b.* Hopkinton School District Mission Statement

133 Superintendent Chamberlin reviewed with the Board the second draft of the revised Mission  
134 Statement number 4 and 5. The Board will consider adopting the revised Mission Statement at  
135 the next meeting.

136  
137 Mission Statement – Number 1-3 were adopted in 2014

138  
139 *Caring Requires:*

#### 140 141 **1. A thorough understanding of the one being cared for - engrossment**

- 142 • Know thy student
- 143 • Obtain information from parents/guardians
- 144 • Conference with students to determine strengths, areas of improvement, goals, etc.
- 145 • It is impossible to care for a student without a thorough knowledge of him/her.

#### 146 147 **2. Actions to be solely motivated by the needs of the one being cared for**

- 148 • Fair is not always equal.
- 149 • A blanket implementation of a consequence, without understanding specific circumstances, is  
150 uncaring.

#### 151 152 **3. The one being cared for to see the action as caring**

- 153 • Care is in the heart of the one being cared for. Actions are only caring if the one  
154 being cared for accepts the actions as care.
- 155 • Be mindful, artful, and skillful in helping students see actions as caring.

#### 156 157 **4. One to assume best intentions - confirmation**

- 158 • Assuming best intentions allows for care.
- 159 • Ex. Parent/guardian actions can be seen as an overbearing intrusion or strong advocacy for their  
160 child. One point of view supports cynicism; one point of view facilitates care.

#### 161 162 **5. An acknowledgement of the caring act - reciprocity**

- 163 • Acknowledgement of care through recognition or an additional act of care continues the caring  
164 cycle.
- 165 • The acknowledgement can be student-teacher, teacher-student, parent/guardian-teacher, teacher-  
166 administrator, administrator-teacher.
- 167 • Reciprocity is key to the continuation of care.

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169 This information is based on the work of Nel Noddings.

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- c. Personnel (*Action Items*)
  - i. Hopkinton Middle School Instructional Assistant Nomination – Martha Gallego
  - ii. Schedule b Winter Nominations – as presented
- d. Overnight Trip – Girls Varsity Basketball to Southern Maine Colleges (*Action Item*)

**9. Public Comment (2)**

A member of the community inquired about driver’s edge at the high school and if it was possible to offer the class as part of the electives with a staff member teaching the course rather than an outside vendor. Superintendent Chamberlin reported that this is a critical shortage area, the cost to run the program are prohibitive, and currently there are very few vendors in the area to choose from.

**10. Materials Provided**

- Draft Minutes (2)
- District Administrator Reports (3)
- Graduation Requirement Memorandum (Presented at the Meeting)
- HSD 2016 – 2017 CIP
- Hopkinton School District Mission Statement Memorandum (Presented at the Meeting)
- Hiring Packet
- Schedule b Winter Nominations
- Overnight Trip Form

**11. Important Dates**

- November 7 – Middle School Parent Conferences
- November 8 - No School/Parent Teacher Conferences (Election Day)
- November 9 – Hopkinton Facility Committee Meeting
- November 11 – No School/Veterans Day
- November 14 – School Board Retreat
- November 15 – School Board Meeting

**ACTION ITEMS**

**12.** The Hopkinton School Board accept the Superintendent’s nomination of Martha Gallego, Hopkinton Middle School, Instructional Assistant, pending final approval of the Superintendent of Schools.

**A motion was proposed by Mr. Cairns, moved by Mr. Luneau, seconded by Ms. Durant, all in favor, motion carries.**

**13.** The Hopkinton School Board approve the Superintendent’s recommendation to approve the Hopkinton School District Schedule b winter nomination slate, as presented.

**A motion was proposed by Mr. Cairns, moved by Mr. Luneau, seconded by Ms. Durant. Motion passed on a roll call vote: Mr. Luneau (yes), Mr. Chapin, Jr. (yes), Ms. Durant (yes), Mr. Cairns, (abstained), motion passed.**

**14.** The Hopkinton School Board accept the Superintendent’s recommendation to approve Hopkinton High School Girls Varsity Basketball trip to Southern Maine colleges, November 25-26, 2016.

**A motion was proposed by Mr. Cairns, moved by Mr. Luneau, seconded by Ms. Durant, all in favor, motion carries.**

**15. Nonpublic Session**

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

226 Personnel  
227 Negotiations

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229 At 6:47pm, A motion was proposed by Mr. Cairns, moved by Mr. Luneau, seconded by Ms. Durant, that  
230 the Board enter into nonpublic session in accordance with RSA91-A: 3, II (a), (b), and (c) for the  
231 discussion of a personnel and negotiations. Motion passed on a roll call vote: Ms. Durant (yes), Mr.  
232 Luneau (yes), Mr. Chapin, Jr., (yes), Mr. Cairns (yes), all in favor.

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234 RETURN TO PUBLIC SESSION  
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236 **16. Adjournment**

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238 At 7:05pm, Ms. Durant moved, seconded by Mr. Luneau, to adjourn the meeting, motion passed, all in  
239 favor, not opposed.

240  
241 Respectfully submitted,  
242  
243 Brenda Vincent

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245  
246 **If you have any questions for members of the Hopkinton School Board or Administration please feel**  
247 **encouraged to contact them at the phone numbers or emails below:**

248  
249 **Hopkinton School Board**

- 250 Matt Cairns, [mcairns@sau66.org](mailto:mcairns@sau66.org)
- 251 Liz Durant, [ldurant@sau66.org](mailto:ldurant@sau66.org)
- 252 David Luneau, [dluneau@sau66.org](mailto:dluneau@sau66.org)
- 253 Bill Chapin, [wchapin@sau66.org](mailto:wchapin@sau66.org)
- 254 Bill Jones, [wjones@sau66.org](mailto:wjones@sau66.org)

255  
256 **Administration**

- 257 Steve Chamberlin, Superintendent, 746-5186, [schamberlin@hopkintonschools.org](mailto:schamberlin@hopkintonschools.org)
- 258 Michelle Clark, Business Administrator, 746-5186 [mclark@hopkintonschools.org](mailto:mclark@hopkintonschools.org)
- 259 Meghan Bamford, Director of Student Services, 746-5186, [mbamford@hopkintonschools.org](mailto:mbamford@hopkintonschools.org)
- 260 Matt Stone, Director of Technology, 746-5186, [mstone@hopkintonschools.org](mailto:mstone@hopkintonschools.org)
- 261 Bill Carozza, Principal, Harold Martin & Maple Street Schools, 746-3473, [bcarozza@hopkintonschools.org](mailto:bcarozza@hopkintonschools.org)
- 262 Amy Doyle, Asst. Principal, Harold Martin & Maple Street Schools, 746-3473/746-4195,  
263 [adoyle@hopkintonschools.org](mailto:adoyle@hopkintonschools.org)
- 264 Chris Kelley, Principal, Hopkinton Middle and High Schools, 746-4167, [ckelley@hopkintonschools.org](mailto:ckelley@hopkintonschools.org)
- 265 Rebecca Gagnon, Asst. Principal, Hopkinton Middle and High Schools, 746-4167,  
266 [rgagnon@hopkintonschools.org](mailto:rgagnon@hopkintonschools.org)

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**Maple Street School, Hopkinton, NH**  
**Nonpublic Minutes**  
**November 1, 2016**

**In Attendance:** Chair Matt Cairns, Vice Chair Ms. Durant, Mr. David Luneau, Mr. William Chapin, Jr., and Superintendent Steven Chamberlin.

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

Personnel  
Negotiations

During the nonpublic session the Board discussed personnel and negotiations.

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

Respectfully submitted,

Brenda Vincent