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2
3 **Hopkinton School Board**
4 **Hopkinton, New Hampshire**

5 **ADOPTED MINUTES**

6
7 **School Board Meeting**
8 **Maple Street School – Cafeteria**

9
10 **Tuesday, January 2, 2018 - 5:30pm**
11

12
13 **School Board:** Ms. Liz Durant, Chair; Mr. Dave Luneau, Vice Chair; Ms. Aviva Nestler, Mr. Matt
14 Belanger, Mr. William Jones, Board Members

15
16 **Administration:** Mr. Steven Chamberlin, Superintendent of Schools; Ms. Michelle Clark, Business
17 Administrator; Ms. Megan Bamford, Director of Student Services; Mr. Matt Stone, Technology Director;
18 Mr. Bill Carozza, Elementary Principal; Ms. Amy Doyle, Elementary Assistant Principal; Mr. Chris Kelley,
19 HMHS Principal; Ms. Rebecca Gagnon, HMHS Assistant Principal
20

21 **PUBLIC SESSION**

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

24 Ms. Liz Durant called the meeting to order at 5:34pm and led the Pledge of Allegiance.
25

26 **2. Additions/Deletions from Agenda by Superintendent – None**
27

28 **3. Correspondence**

29 Superintendent Chamberlin reported that Ms. Yonemura and Mr. Brandt have responded that they will
30 accept the early retirement.
31

32 **4. Approval of Minutes**
33

34 Motion to approve the minutes of the regular school board meeting held on December 19, 2017, was moved
35 by Mr. Luneau and seconded by Ms. Nestler, all in favor, minutes carried as presented.
36

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

38 A community member inquired how the facility project bond has been publicized. Chair Durant
39 responded information sessions have been held at each school for the past three months, Friday facility
40 tours and Saturday tours have been given, reports are available on the SAU website, flyers have been
41 available at town offices, town library, the senior center, and all schools.
42

43 **6. Comments from the Hopkinton School Board**
44

45 **7. Presentations and Staff Reports**
46

47 *i. 2018 - 2019 Hopkinton High School Program of Studies (Action Item)*

48 Superintendent Chamberlin stated there was a concentrated effort to move up the timeline of
49 the Program of Studies. Principal Kelley stated that some courses to impact the budget. Mr.
50 Luneau suggested that in the future possibly adding description – how many hours a week
51 would be required for class work and homework. This could possibly help students in
52 deciding on how many classes they take per year.
53

54 *ii. Revised Tiers*

55 Superintendent Chamberlin provided revised tiers with additional cuts to the Superintendents
56 budget of \$95,851. Also, added to the contingency fund would be \$49,610 if additional
57 sections are needed for high school English, science, and social studies. The revised tiers are
58 available at the following link: <http://www.hopkintonsschools.org/file/1590>
59 The Contingency Fund Allocation is available at the following link:
60 <http://www.hopkintonsschools.org/file/1591>
61

62 8. Items for Board Discussion

63 1. FY 19 Budget (*Action Items*)

- 64 a. Dissolving of the Health Insurance Trust Fund
- 65 b. Total General Fund
- 66 c. Contingency Fund
- 67 d. Vehicle Replacement Fund
- 68 e. Educating the Educationally Disabled Children Trust Fund/Special Educational Trust
69 Fund
- 70 f. Building Repair and Maintenance Trust Fund

71 Superintendent Chamberlin discussed the proposed warrant articles. Dissolving the
72 Health Insurance Trust Fund and moving the balance of approximately \$75,000 to the
73 general fund. It is recommended that the total general fund be set at \$19, 603,471. The
74 Contingency Fund – suggest of \$100,000 to offset needs for additional classes and fund
75 an administrative early retirement if needed. If the funds are not used they will be
76 returned to the taxpayers. The Vehicle Replacement fund - \$10,000 to add for future
77 vehicle replacement. These funds would come out of end-of-year funds (FY 18). It is
78 suggested to rename the Educating the Educationally Disabled Children Trust Fund to
79 the Special Educational Trust Fund. It is suggested to put a \$1.00 placeholder until more
80 information is available. The Building Repair & Maintenance Trust fund - suggest a
81 \$1.00 placeholder until more information is available of the cost of renovation if
82 property on Park Avenue is purchased.
83

84 Mr. Luneau inquired if it was possible to anticipate special education revenues for FY
85 20. Superintendent Chamberlin stated it may be possible. Ms. Nestler stated it is painful
86 to make cuts to the budget but it has been done thoughtfully. Ms. Durant stated she is
87 grateful that the Board had the past two weeks to reflect on the tiers. She stated she is
88 comfortable with the revised tiers. Mr. Belanger stated that vene though cuts have been
89 made it does not impact staff or class sizes. Mr. Luneau also mentioned that due to
90 savings derived from the change in health care, negotiated last year with the HEA, has
91 helped with this years proposed budget. He also stated that due to lack of funding from
92 the state, NH Retirement cost are pushed onto the taxpayer.
93

94 With the cuts of \$145,461 this will bring the FY 19 budget to \$19,603,471. A
95 difference of \$265,421 over the 17/18 budget (tax impact \$0.54 including the
96 contingency article).
97

98 g. Budget Committee Calendar

- 99 i. January 3
- 100 ii. January 10 – School Board FY 19 Budget Presentation to Budget Committee
- 101 iii. January 17 – Follow- up School Board Presentation on FY 19 Budget
- 102 iv. January 24 (if needed)

103 2. Facility Project Update

104 a. Grant Application Update

105 Superintendent Chamberlin updated the Board on the grant applications (part of the
106 Performance Contract). The district is waiting to hear on the application for \$400,000
107

110 for security work. The district applied for \$207,800 and will receive \$62,340 for
111 sprinkler system upgrades.

112
113 *b. Revised Tax Impact Sheet*

114 A tax impact sheet was shared with the Board regarding the tax rate for each proposed
115 part of the facility project on valuation of homes from 100,000 -500,000.

116
117
118 *c. Information Sessions/PODCAST Update*

119 Over twenty events have been held for the purpose of the proposed facility project. The
120 Board discussed next steps. Ms. Durant suggested that maybe community members
121 could host in-home information sessions that Board members could share the
122 information for the project. Ms. Netsler agreed that more gatherings would help inform
123 community members. Mr. Belanger stated their are many different views from young
124 families to middle/high school age families as well as families with no children.

125
126 *d. Warrant (Action Items)*

127 Determine FY 19 Budget Article

128 The Board agreed to set the operating budget for FY 19 at \$19, 603,471

129
130 Determine Facility Project Funding Level:

131 Scope 1 - \$22,415,748

132 Scope I Alt (6th grade to HMHS) \$2,227,500

133 Scope II Alt (STEM) \$5,188,700

134 Scope III Alt (New Audi/Renovate existing Audi) \$7,114,800

135
136 Mr. Luneau suggested that the Board recommend Scope I, Alt Scope I (6th grade to
137 HMHS – additional classrooms) and Alt Scope I (STEM). Ms. Nestler agreed an
138 dstated that she had did not hear from any community member that supported the
139 addition of a new performing arts center. Mr. Belanger also agreed that the cost of the
140 performing arts center was not favorable but that classroom space was. Ms. Durant
141 agreed that the STEM labs were needed. Principal Kelley sttaed that if 6th grade moves
142 up this will impact Unified Arts space, physical education (2 gyms would be needed for
143 the amount of students) spring and fall some phys ed classes could be held outdoors.
144 Ms. Durant stated that the compelling gains academically would outweigh the
145 hardships. Superintendent Chamberlin stated that the science labs are a top priority.

146
147 After discussion the Board agreed on the scopes of the project and agreed to move
148 forward with Scope I, Alt Scope I (6th grade), Alt Scope I (STEM) for a total of
149 \$29,831,948.

150
151 The Budget Committee Public Hearing will take place on February 7, HMHS Audi,
152 6:30pm.

153
154 **9. Public Comment (2)**

155 A question was asked regarding the breakdown of Scope I \$22,415,748 – cost of additional classrooms at
156 HMS (\$4.4 million for 4 classrooms and \$2.2 million for dditional classrooms at the high school).

157
158 Mr. Don Houston inquired when the first payment of the bond would be. (FY 20 budget).

159
160 Mr. Luneau stated that the FY 20 budget would not include the cost (purchase) of property at Park Avenue
161 for a new SAU office. He understands that a year from now the tax impact will be difficult.

162

163 Ms. Durant stated that the leadership team and school board has really looked hard at the facility project, the
164 value of education, the needs of each building, and realizes that this will be an ongoing discussion. Tonight
165 the board gave their recommendation based on the facility committee members recommendations. Ms.
166 Durant also expressed that she hoped more community members attend the next few meetings and the public
167 hearing.

168
169 Mr. Rich Houston asked for the total operating budget tax impact. (\$0.54/\$1,000 including the contingency
170 article)

171
172 **10. Materials Provided**

173 Draft Minutes
174 Program of Studies (POS) Documentation (Cover Memorandum, Draft POS, Hopkinton Middle/High
175 School Core Values, Beliefs, & Learning Expectations, POS Timeline)
176 Revised Tiers of Reduction
177 Revised Tax Impact Sheet

178
179 **11. Important Dates**

180 January 10 – Budget Presentation to Budget Committee, Town Hall, 5:30pm
181 January 16 – School Board Meeting, 5:30pm, Maple Street School, Cafeteria
182 January 17 – 2nd meeting with Budget Committee, Town Hall, 5:30pm
183 January 20 – NHSBA Presentation, 10:00am

184
185 **ACTION ITEMS**

186
187 *FY 19 Budget*

188
189 **12.** The Hopkinton School Board accept the Superintendent’s recommendation to establish an
190 article for the 2018 School District Meeting that will authorize the dissolution of the Health
191 Insurance Trust Fund, established in March 6, 2010. Said funds, with accumulated interest to
192 date of withdrawal, are to be transferred to the School District’s general fund.

193
194 **A motion was proposed by Ms. Durant, moved by Mr. Luneau, seconded by Ms. Nestler, all in
195 favor, motion carries.**

196
197 **13.** The Hopkinton School Board adopt the FY19 Hopkinton School Board Budget at the
198 **\$19,603,471** funding level.

199
200 **A motion was proposed by Ms. Durant, moved by Mr. Luneau, seconded by Ms. Nestler, all in
201 favor, motion carries.**

202
203 **14.** The Hopkinton School Board accept the Superintendent’s recommendation to establish an
204 article for the 2018 School District Meeting that will authorize the vote to change the name of
205 the existing Educating Educationally Disabled Children Trust Fund to the Special Education
206 Trust Fund.

207
208 **A motion was proposed by Ms. Durant, moved by Mr. Luneau, seconded by Ms. Nestler, all in
209 favor, motion carries.**

210
211 **15.** The Hopkinton School Board accept the Superintendent’s recommendation to establish an
212 article for the 2018 School District Meeting that will authorize the vote to raise and appropriate
213 the sum of **\$1** to be added to the Educating Educationally Disabled Children Trust Fund,
214 established March 19, 2005. (**Special Education Trust Fund**)

215

216 A motion was proposed by Ms. Durant, moved by Mr. Luneau, seconded by Ms. Nestler, all in
217 favor, motion carries.
218

219 16. The Hopkinton School Board accept the Superintendent’s recommendation to establish an
220 article for the 2018 School District Meeting that authorizes the raising and appropriating of
221 \$10,000 and the transferring of \$10,000 from the unreserved fund balance to the Vehicle
222 Capital Reserve Trust Fund.
223

224 A motion was proposed by Ms. Durant, moved by Mr. Luneau, seconded by Ms. Nestler, all in
225 favor, motion carries.
226

227 17. The Hopkinton School Board accept the Superintendent’s recommendation to establish an
228 article for the 2018 School District Meeting which creates a \$100,000 Contingency Fund.
229

230 A motion was proposed by Ms. Durant, moved by Mr. Luneau, seconded by Ms. Nestler, all in
231 favor, motion carries.
232

233 *Facility Project*
234

235 [Scope I]

236 18. The Hopkinton School Board accept the Superintendent’s recommendation to establish an
237 article for the 2018 School District Meeting which raises and appropriates the sum of
238 \$29,831,948 for the renovation and addition to School District Property and to authorize the
239 issuance of not more than \$29,831,948 of bonds or notes accordance with the provisions of the
240 Municipal Finance Act (RSA 33) and to authorize the municipal officials to issue and negotiate
241 such bonds or notes and to determine the rate of interest thereon. (Combination of action Scope
242 1, Alt Scope I – 6th grade, Alt Scope I- STEM)
243

244 A motion was proposed by Ms. Durant, moved by Mr. Luneau, seconded by Ms. Nestler, all in
245 favor, motion carries.
246

247 [~~Alt Scope I – 6th Grade~~]

248 ~~19. The Hopkinton School Board accept the Superintendent’s recommendation to establish an~~
249 ~~article for the 2018 School District Meeting which raises and appropriates the sum of~~
250 ~~_____ for the renovation and addition to School District Property and to authorize the~~
251 ~~issuance of not more than _____ of bonds or notes accordance with the provisions of the~~
252 ~~Municipal Finance Act (RSA 33) and to authorize the municipal officials to issue and negotiate~~
253 ~~such bonds or notes and to determine the rate of interest thereon.~~
254

255 [~~Alt Scope I – STEM~~]

256 ~~20. The Hopkinton School Board accept the Superintendent’s recommendation to establish an~~
257 ~~article for the 2018 School District Meeting which raises and appropriates the sum of~~
258 ~~_____ for the renovation and addition to School District Property and to authorize the~~
259 ~~issuance of not more than _____ of bonds or notes accordance with the provisions of the~~
260 ~~Municipal Finance Act (RSA 33) and to authorize the municipal officials to issue and negotiate~~
261 ~~such bonds or notes and to determine the rate of interest thereon.~~
262

263 [~~Alt Scope II – Performing Arts Center~~]

264 ~~21. The Hopkinton School Board accept the Superintendent’s recommendation to establish an~~
265 ~~article for the 2018 School District Meeting which raises and appropriates the sum of~~
266 ~~_____ for the renovation and addition to School District Property and to authorize the~~

267 issuance of not more than _____ of bonds or notes accordance with the provisions of the
268 Municipal Finance Act (RSA 33) and to authorize the municipal officials to issue and negotiate
269 such bonds or notes and to determine the rate of interest thereon.
270

271 [~~Alt Scope III Performing Arts Center~~]

272 ~~22. The Hopkinton School Board accept the Superintendent's recommendation to establish an~~
273 ~~article for the 2018 School District Meeting which raises and appropriates the sum of~~
274 ~~_____ for the renovation and addition to School District Property and to authorize the~~
275 ~~issuance of not more than _____ of bonds or notes accordance with the provisions of the~~
276 ~~Municipal Finance Act (RSA 33) and to authorize the municipal officials to issue and negotiate~~
277 ~~such bonds or notes and to determine the rate of interest thereon.~~
278

279 [~~Contingency Scope HMS Classrooms~~]

280 ~~23. The Hopkinton School Board accept the Superintendent's recommendation to establish an~~
281 ~~article for the 2018 School District Meeting which raises and appropriates the sum of~~
282 ~~_____ for the renovation and addition to School District Property and to authorize the~~
283 ~~issuance of not more than _____ of bonds or notes accordance with the provisions of the~~
284 ~~Municipal Finance Act (RSA 33) and to authorize the municipal officials to issue and negotiate~~
285 ~~such bonds or notes and to determine the rate of interest thereon.~~
286

287 [Purchase of the Boys and Girls Club, Architecture and Design of Renovation and Expansion]

288 **24.** The Hopkinton School Board accept the Superintendent's recommendation to establish an
289 article for the 2018 School District Meeting which raises and appropriates the sum of not more
290 than **\$200,000** for the purchase of property located at 195 Park Avenue, Map 000025, Lot
291 000002, the costs associated with that purchase. In addition, raises and appropriates the sum of
292 not more than **\$25,000** for the architecture and engineering design of a renovation and
293 expansion of the property to accommodate the School District School Administrative Unit
294 (SAU) Offices.
295

296 **A motion was proposed by Ms. Durant, moved by Mr. Luneau, seconded by Ms. Nestler, all in**
297 **favor, motion carries.**
298

299 [Establish a Building Renovation and/or Expansion Capital Reserve Fund]

300 **25.** The Hopkinton School Board accept the Superintendent's recommendation to create an article
301 establishing a Building Renovation and/or Expansion Capital Reserve Fund under the
302 provisions of RSA 35:1 for the purpose of renovating or adding to School District Property and
303 to raise and appropriate **\$1.00** to be placed in this fund. Further, to name the School Board as
304 agents to expend from said fund.
305

306 **A motion was proposed by Ms. Durant, moved by Mr. Luneau, seconded by Ms. Nestler, all in**
307 **favor, motion carries.**
308

309 *Program of Studies*
310

311 **26.** The Hopkinton School Board accept the Superintendent's recommendation to approve
312 Hopkinton High School 2018 – 2019 Program of Studies.
313

314 **A motion was proposed by Ms. Durant, moved by Mr. Luneau, seconded by Ms. Nestler, all in**
315 **favor, motion carries.**
316

317 **27. Nonpublic Session**

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

319

320 Personnel

321 Negotiations

322 The purchase of property

323

324 At 7:54pm, a motion was proposed by Ms. Durant, moved by Mr. Luneau, seconded by Ms. Nestler,
325 that the Board enter into nonpublic session in accordance with RSA 91-A: 3, II (a), (b), and (c) for the
326 discussion of personnel, negotiations, and a real estate transaction. Motion passed on a roll call vote:
327 Ms. Nestler (yes), Mr. Luneau (yes), Mr. Belanger (yes), Mr. Jones (yes), Ms. Durant (yes), all in favor.
328

329 RETURN TO PUBLIC SESSION

330

331 **28. Adjournment**

332 At 9:00 pm, Mr. Luneau moved, seconded by Ms. Nestler, to adjourn the meeting, motion passed, all in
333 favor, not opposed.

334

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

337

338 **Hopkinton School Board**

339 Liz Durant, ldurant@sau66.org

340 David Luneau, dluneau@sau66.org

341 Matt Belanger, mbelanger@sau66.org

342 Aviva Nestler, anestler@sau66.org

343 Bill Jones, wjones@sau66.org

344

345 **Administration**

346 Steve Chamberlin, Superintendent, 746-5186, schamberlin@hopkintonschools.org

347 Michelle Clark, Business Administrator, 746-5186 mclark@hopkintonschools.org

348 Meghan Bamford, Director of Student Services, 746-5186, mbamford@hopkintonschools.org

349 Matt Stone, Director of Technology, 746-5186, mstone@hopkintonschools.org

350 Bill Carozza, Principal, Harold Martin & Maple Street Schools, 746-3473, bcarozza@hopkintonschools.org

351 Amy Doyle, Asst. Principal, Harold Martin & Maple Street Schools, 746-3473/746-4195,

352 adoyle@hopkintonschools.org

353 Chris Kelley, Principal, Hopkinton Middle and High Schools, 746-4167, ckelley@hopkintonschools.org

354 Rebecca Gagnon, Asst. Principal, Hopkinton Middle and High Schools, 746-4167, rgagnon@hopkintonschools.org

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Maple Street School, Hopkinton, NH
Nonpublic Minutes
January 2, 2018

In Attendance: Ms. Liz Durant, Chair; Mr. Dave Luneau, Vice Chair; Ms. Aviva Nestler, Mr. Bill Jones, Mr. Matt Belanger, and Superintendent Steve Chamberlin.

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

- Personnel
- Negotiations
- Real Estate Transaction

During the nonpublic session, the Board discussed personnel, a student issue, and a real estate transaction.

The Board came out of nonpublic session at 8:59pm.

Respectfully submitted,

Brenda Vincent

