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3 **Hopkinton School Board**  
4 **Hopkinton, New Hampshire**  
5 **ADOPTED MINUTES**  
6 **School Board Meeting**  
7 **Maple Street School – Room 1**

8 **Tuesday, January 16, 2018 - 5:30pm**  
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12 **School Board:** Ms. Liz Durant, Chair; Ms. Aviva Nestler, Mr. Matt Belanger, Mr. William Jones (5:35pm),  
13 Board Members

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15 **Student Representatives:** Cooper Kimball Rhines, Jackson Locke

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17 **Administration:** Mr. Steven Chamberlin, Superintendent of Schools; Ms. Meghan Bamford, Director of  
18 Student Services; Mr. Matt Stone, Technology Director

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20 **PUBLIC SESSION**

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

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

25 **2. Additions/Deletions from Agenda by Superintendent**

26 Superintendent Chamberlin stated that he would like to add to nonpublic session a discussion regarding  
27 school safety and security.  
28

29 **3. Correspondence**

30 Resignation Letter – Mrs. Bamford  
31 Grant Award Letter – Sprinkler system at Harold Martin  
32

33 **4. Approval of Minutes**

34  
35 Motion to approve the minutes of the regular school board meeting held on January 2, 2018, was moved by  
36 Ms. Nestler and seconded by Mr. Belanger, all in favor, minutes carried as presented.  
37

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

39 Ms. Kusturin inquired where the Facility Steering Committee /Report to the School Board are available.  
40 Ms. Durant replied that the binders are available at each school, town office and town library. It also can  
41 be found online at the SAU website: <http://www.hopkintonschools.org/facility-project>  
42

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

45 **7. Presentations and Staff Reports - None**  
46

47 **8. Items for Board Discussion**  
48

49 *a.* FY 19 Budget

- 50 *i.* Debrief January 3, Hopkinton Budget Committee – Facilities  
51 *ii.* Debrief, January 10, Hopkinton Budget Committee FY 19  
52 *iii.* Preparation for Budget Committee Q & A: January 17, 5:30pm  
53 *vi.* Budget Information Sessions  
54 - March 7: Hopkinton Rotary  
55 - March 7: Senior Lunch  
56

57 Mr. Belanger reported on the budget committee meetings of January 3 and January 10<sup>th</sup>. He stated at the  
58 January 3<sup>rd</sup> meeting the facilities project was discussed and the budget committee wanted to get the word out  
59 to the community regarding the scope of the project. The committee felt that many residents are not aware of  
60 the project. Chief Pecora spoke at this meeting regarding security and safety in the schools.

61  
62 Ms. Durant stated that all residents are welcome to attend all meetings and the Budget Public Hearing will be  
63 held in the high school auditorium on February 7<sup>th</sup>. The Board has reached out to the community to see if  
64 community members would be interested in holding small coffee hours in their homes and invite friends and  
65 neighbors to hear more about the needs of the schools. The Board has spent a great deal of time reviewing the  
66 reports from the steering committee and the Board has put forth the best proposal to meet the needs of the  
67 students.

68  
69 Mr. Belanger stated he was concerned that the vote would be all or nothing. Is it possible to address the  
70 concerns of the community with a modified alternative. He expressed concern if the Budget Committee does  
71 not support the Facility Project as presented.

72  
73 Mr. Belanger stated that the Budget Committee did not have a lot of questions regarding the FY 19 budget.  
74 The scope of the facility project that will be presented tomorrow evening (January 17) and possible scenarios  
75 that may be possible, would be the focus at the meeting.

76  
77 Ms. Durant stated without further discussion with all school board members she was not ready to change the  
78 focus. The Board took the Steering Committee's recommendations and worked hard on focusing on those  
79 recommendations. Ms. Durant stated that the Budget Committee needs to first decide if they will support or  
80 not support the project before the Board considers further discussion.

81  
82 *b. Facility Project Update*

83 *i. Information from Bond Council*

84 *ii. Bond Hearing Date*

85  
86 Superintendent Chamberlin stated that the district has engaged in services from a bond council attorney.

87  
88 Information from Bond Council (RSA 32:18-a):

89 (i) If a bond request is not recommended in its entirety by the Budget Committee, the  
90 Board shall place the bond request on the warrant after a majority vote of the Board in favor of the bond  
91 request at a duly posted meeting;

92 (ii) The Board must place the following statement at the beginning of the bond warrant  
93 article: "Passage of this article shall override the 10 percent limitation imposed on this appropriation due  
94 to the non-recommendation of the Budget Committee";

95 (iii) Immediately below the bond warrant article must be displayed (a) the  
96 recommendation of the School Board and (b) the recommendation of the Budget Committee, as included  
97 in the budget forms for the annual meeting;

98 (iv) The bond issue must be authorized by at least a 2/3 vote of those present and voting  
99 at the meeting.

100  
101 If the Board wishes to proceed a Public Hearing date needs to be set. A possible date could be February 6  
102 prior to the regular board meeting.

103  
104  
105 *c. Policy*

106 *i. Policy ILDA – Non-Academic Survey and Questionnaires – First Reading*

107 *ii. Policy JBAB -Transgender & Gender Non-Conforming Students – First Reading*

108  
109 The Board reviewed Policy JBAA and ILDA for a first reading. They will come back for a  
110 second reading in February.

- 112  
113  
114       iii. Policy Queue  
115       Superintendent Chamberlin stated the following policies will undergo review in the coming  
116       months.  
117
  - GBCD - Background Check/IJOC Volunteer
  - IHCD - Advanced Courses/Dual Enrollment
  - IGE/IHAM - Parent Objection/Health Notification
  - EEAAE - Drug Testing for CDL drivers

- 120  
121       d. Personnel (*Action Items*)  
122       i. Notice of non-return, Director of Student Services – Mrs. Meghan Bamford  
123       Mrs. Bamford expressed her appreciation to the Board for supporting her work in the district.  
124       She stated that the Board has been incredible to work with, the leadership team’s vision and  
125       mission to make all students matter everyday has been truly inspiring.  
126       ii. Resignations  
127       i. Executive Assistant to the Superintendent of Schools – Brenda Vincent  
128       ii. Custodian, Harold Martin School – Paul Vincent  
129       iii. Additional 0.2 FTE HHS Art - Meaghan Ezen

- 130  
131       e. Financials  
132       i. December Financial Report  
133       ii. Budget Adjustment 2018-1(*Action Item*)  
134       iii. E-Rate: Internet and Dark Fiber (*Action Items*)

135  
136       Superintendent Chamberlin stated that it is recommended at this time to freeze the budget in order to  
137       meet the district’s obligations.

138  
139       Superintendent Chamberlin stated that a Request for Proposals was put out to bid for E-Rate  
140       internet/fiber. The recommendation is to accept and award the contract to FirstLight.

- 141  
142       f. Reauthorization of International Trips (*Action Items*)  
143       i. Nicaragua, February 21-March 1, 2018  
144       ii. France, March 14-March 31, 2018

145  
146       Superintendent stated that as of today travel warnings for:  
147       Nicaragua - level 2 increased caution for crime  
148       France – level 2 increased caution for terrorism

149  
150       **9. Public Comment (2)**

151       Mr. Dick Lord  
152       Mr. Lord appreciates all the work that the committees have done regarding the facility project. His concern is  
153       if the project is voted on, what will happen if the town needs new equipment and the taxpayers cannot sustain  
154       higher increases. He suggested investing in a Capital Improvement Plan.

155  
156       Ms. Mary Kusturin  
157       Ms. Kusturin inquired about the speed of internet. (240mb to 1000 which is the FCC recommendations.

158  
159       **10. Materials Provided**

- 160       Draft Minutes  
161       Budget Adjustment 2018-1  
162       December 2017 Financial  
163       Special Education Report  
164       NH EDies Award List

165  
166  
167       **11. Important Dates**

168 January 17 – 2<sup>nd</sup> meeting with Budget Committee, Town Hall, 5:30pm  
169 January 20 – NHSBA Presentation, Hopkinton School Board, Concord, 9:30am  
170 January 24 – 3<sup>rd</sup> meeting with Budget Committee (if needed)  
171 February 7 – HBC Public Hearing, HMHS Audi, 6:30pm  
172 February 20 – School Board Meeting, MSS, 5:30pm  
173

## 174 **ACTION ITEMS**

175  
176 **12.** The Hopkinton School Board approve the Superintendent’s recommendation to accept SAU  
177 Director of Student Services, Meghan Bamford, notice of non-return, with deep regret, effective  
178 June 30, 2018.

179  
180 **A motion was proposed by Ms. Durant, moved by Ms. Nestler, seconded by Mr. Jones, all in favor,**  
181 **motion carries.**  
182

183 **13.** The Hopkinton School Board approve the Superintendent’s recommendation to accept SAU  
184 Executive Assistant, Brenda Vincent’s, resignation effective March 14, 2018.

185  
186 **A motion was proposed by Ms. Durant, moved by Ms. Nestler, seconded by Mr. Jones, all in favor,**  
187 **motion carries.**  
188

189 **14.** The Hopkinton School Board approve the Superintendent’s recommendation to accept Harold  
190 Martin School Custodian, Paul Vincent’s, resignation effective February 9, 2018.

191  
192 **A motion was proposed by Ms. Durant, moved by Ms. Nestler, seconded by Mr. Jones, all in favor,**  
193 **motion carries.**  
194

195 **15.** The Hopkinton School Board accept the Superintendent’s recommendation to approve a revised  
196 contract, an additional 0.2 FTE, for HHS art teacher Ms. Meaghan Ezen, for the remainder of the  
197 2017- 2018 school year.

198  
199 **A motion was proposed by Ms. Durant, moved by Ms. Nestler, seconded by Mr. Jones, all in favor,**  
200 **motion carries.**  
201

202 **16.** The Hopkinton School Board accept the Superintendent’s recommendation to approve Budget  
203 Adjustment 2018 -1 for (\$118,110.09) in support of the additional kindergarten class.

204  
205 **A motion was proposed by Ms. Durant, moved by Ms. Nestler, seconded by Mr. Jones, all in favor,**  
206 **motion carries.**  
207

208 **17.** The Hopkinton School Board approve the Superintendent’s recommendation to accept  
209 FirstLight’s bid to provide internet service and dark fiber and award the contract to provide  
210 internet service and dark fiber to FirstLight.

211  
212 **A motion was proposed by Ms. Durant, moved by Ms. Nestler, seconded by Mr. Jones, all in favor,**  
213 **motion carries.**  
214

215 **18.** The Hopkinton School Board accept the Superintendent’s recommendation to reauthorize the  
216 international trip to Nicaragua, February 21– March 1, 2018.

217  
218 **A motion was proposed by Ms. Durant, moved by Ms. Nestler, seconded by Mr. Jones, all in favor,**  
219 **motion carries.**  
220

221 19. The Hopkinton School Board accept the Superintendent’s recommendation to reauthorize the  
222 international trip to France, March 14 – March 31, 2018.

223  
224 **A motion was proposed by Ms. Durant, moved by Ms. Nestler, seconded by Mr. Jones, all in favor,**  
225 **motion carries.**

226  
227 **20. Nonpublic Session**

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

- 229  
230 Personnel  
231 Negotiations  
232 School Safety & Security  
233 The purchase of property  
234

235 At 6:55pm, a motion was proposed by Ms. Durant, moved by Ms. Nestler, seconded by Mr. Jones, that  
236 the Board enter into nonpublic session in accordance with RSA 91-A: 3, II (a), (b), and (c) for the  
237 discussion of personnel, negotiations, school safety and security, and a real estate transaction. Motion  
238 passed on a roll call vote: Ms. Nestler (yes), Mr. Belanger (yes), Mr. Jones(yes), Ms. Durant (yes), all in  
239 favor.  
240

241 RETURN TO PUBLIC SESSION  
242

243 The board reconvened from nonpublic session at 7:34 pm.  
244

245 **21. Adjournment**  
246

247 At 7:35pm, Ms. Nestler moved, seconded by Mr. Jones, to adjourn the meeting, motion passed, all in  
248 favor, not opposed.  
249  
250

251 **If you have any questions for members of the Hopkinton School Board or Administration please feel encouraged**  
252 **to contact them at the phone numbers or emails below:**  
253

- 254 **Hopkinton School Board**  
255 Liz Durant, [ldurant@sau66.org](mailto:ldurant@sau66.org)  
256 David Luneau, [dluneau@sau66.org](mailto:dluneau@sau66.org)  
257 Matt Belanger, [mbelanger@sau66.org](mailto:mbelanger@sau66.org)  
258 Aviva Nestler, [anestler@sau66.org](mailto:anestler@sau66.org)  
259 Bill Jones, [wjones@sau66.org](mailto:wjones@sau66.org)  
260

- 261 **Administration**  
262 Steve Chamberlin, Superintendent, 746-5186, [schamberlin@hopkintonschools.org](mailto:schamberlin@hopkintonschools.org)  
263 Michelle Clark, Business Administrator, 746-5186 [mclark@hopkintonschools.org](mailto:mclark@hopkintonschools.org)  
264 Meghan Bamford, Director of Student Services, 746-5186, [mbamford@hopkintonschools.org](mailto:mbamford@hopkintonschools.org)  
265 Matt Stone, Director of Technology, 746-5186, [mstone@hopkintonschools.org](mailto:mstone@hopkintonschools.org)  
266 Bill Carozza, Principal, Harold Martin & Maple Street Schools, 746-3473, [bcarozza@hopkintonschools.org](mailto:bcarozza@hopkintonschools.org)  
267 Amy Doyle, Asst. Principal, Harold Martin & Maple Street Schools, 746-3473/746-4195, [adoyle@hopkintonschools.org](mailto:adoyle@hopkintonschools.org)  
268 Chris Kelley, Principal, Hopkinton Middle and High Schools, 746-4167, [ckelley@hopkintonschools.org](mailto:ckelley@hopkintonschools.org)  
269 Rebecca Gagnon, Asst. Principal, Hopkinton Middle and High Schools, 746-4167, [rgagnon@hopkintonschools.org](mailto:rgagnon@hopkintonschools.org)  
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**Maple Street School, Hopkinton, NH**  
**Nonpublic Minutes**  
**January 16, 2018**

**In Attendance:** Ms. Liz Durant, 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
- School Safety and Security
- Real Estate Transaction

During the nonpublic session, the Board discussed personnel, school safety, negotiations, and a real estate transaction.

The Board came out of nonpublic session at 7:34pm.

A motion was proposed by Ms. Durant, moved by Ms. Nestler, seconded by Mr. Belanger, all in favor, motion carries.

Respectfully submitted,

Brenda Vincent