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**Hopkinton School Board
Hopkinton, New Hampshire
Adopted Minutes
School Board Meeting
Maple Street School – Room 1**

Tuesday, February 20, 2018 - 5:30 pm

10
11 **School Board:** Ms. Liz Durant, Chair; Ms. Aviva Nestler, Mr. Matt Belanger, Mr. William Jones,
12 Board Members

13
14 **Administration:** Mr. Steven Chamberlin, Superintendent of Schools; Ms. Michelle Clark, Business
15 Administrator

16
17 **Student Representatives:** Cooper Kimball Rhines and Jackson Locke

18
19 **PUBLIC SESSION**

20
21 **1. Call to Order/Pledge of Allegiance**

22 Ms. Liz Durant called the meeting to order at 5:30pm and led the Pledge of Allegiance.

23
24 **2. Additions/Deletions from Agenda by Superintendent**

- 25 • Add Safety and Security #7
- 26 • Add Mutual Use Agreement - #8 b.iii
- 27 • Withdraw request for bus monior nomination - #8 f.iii
- 28 • Add nomination for Technolgy Specialist - #8 f.x

29
30 **3. Correspondence**

31
32 **4. Approval of Minutes**

33
34 Motion to approve the minutes of the regular school board meeting held on February 6, 2018,
35 was moved by Mr. Luneau and seconded by Ms. Nestler, all in favor, minutes carried as
36 presented.

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

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

41 Board members shared their concerns regarding the recent school shooting in Florida. Many
42 parents and community members have called or emailed sharing their thoughts and concerns
43 with safety and security at each school.

44
45 **7. Presentations and Staff Reports**

46
47 Hopkinton Schools - Safety and Security – A Brief Update
48 Superintendent Chamberlin shared with the Board past events (Columbine 1999 and Newtown 2012)
49 and the 2000 HSD Standa Report and the grant that provided staff training and state support. Last
50 year the safety committee was trained regarding various scenarios...student accident or student death

51 and how to respond in this situation. Leadership members have also attended Homeland Security
52 training at John Stark Regional High School.

53
54 The District has struggled with the social/emotional support for students and the need for a Social
55 Worker.

56 A comprehensive plan to improve school security will be presented to the community at the Annual
57 School District Meeting. If the article for grant funds passes the District will be able to add video
58 cameras, electronic doors, and remote access.

59
60 Superintendent Chamberlin shared information from a recent FBI training held in Concord. After
61 the Columbine, CO shooting schools were encouraged to hide/hope for the best in an active shooter
62 breach. After Newtown, CT law enforcement encouraged students/staff to run and get out. Updated
63 training for staff will be held. Each school is currently reviewing safety procedures, locking doors,
64 greeting visitors.

65
66 At the second meeting in March, a comprehensive plan to improve school security will be presented
67 to the Board.

68
69 **8. Items for Board Discussion**

70
71 *a. FY 19 Budget*

72 *i. Debrief Hopkinton Budget Committee Public Hearing*

73 *ii. Update – Kindergarten Registration*

74 Current registration for 18/19 is at 34 students. It is still early and projections are
75 expected to increase.

76 *iii. Annual School District Meeting Preparation*

77 *a. Information Sessions*

78 *a. March 7: Hopkinton Rotary*

79 *b. March 7: Senior Lunch*

80
81 *b. Facility Project*

82 *i. Life Safety Grant*

83 The District will receive \$62,000 to address life safety, sprinklers at HMS, and water
84 pressure. The process for receiving bids for the work needed has begun.

85 *ii. Safety and Security Grant*

86 *iii. Preparation for the March Meeting*

87

- Informational Material – 195 Park Ave.

88

- A draft flyer was shared with the Board for feedback.

89

- Mutual Use Agreement with the Boys and Girls Club

90

- An agreement from the Boys & Girls Club is being reviewed by legal counsel.

91

- Proceeds from the sale of the building will be used to create a 900 sq ft
92 addition at MSS. During the school day it would be available for school use,
93 afterschool hours for student afterschool care. The agreement would be for 50
94 years. The agreement would need to be signed 60-days after the District
95 meeting.

96

- Presentation – Mr. Burgess will present at the Annual Meeting regarding the
97 facility plan.

98

- Survey/Community Feedback

99 At the next board meeting, a draft of a survey will be presented for review.
100 The survey will be distributed at the Annual Meeting (paper version) through
101 Facebook, website, and at various places in town.
102

103 c. School Board Calendar – Reviewed for upcoming topics through the end-of-year.
104
105

106 d. Policy (*Action Items*)

- 107 i. Policy ILDA – Non-Academic Survey & Questionnaires– Final Reading
- 108 ii. Policy JBAB - Transgender Gender Non-Conforming Students – Final Reading

109
110 The Board reviewed the policies for final reading and adoption. Superintendent
111 Chamberlin offered clarification on how parents/guardians would be notified if a survey
112 was presented to students (Policy ILDA). Parents would receive a permission slip similar
113 to a field trip permission slip.
114

115 e. Feedback regarding the Proposed TIF District
116

117 f. Personnel (*Action Items*)

- 118 i. Additional Personnel Needs
119 Superintendent Chamberlin shared the need for additional personnel to meet the
120 needs of new students. If a student moves in that requires special education services
121 the team reviews the IEP. If a student moves in that has an out-of-district
122 placement we are required to pay the cost and the special education team will
123 review and make every effort to provide services in-district. We currently have a
124 student that cannot be part of the regular classroom and needs a fulltime teacher to
125 provide services. Nominations for additional staff will be presented next month.
- 126 ii. Notice of Non-return - Mrs. Dale Boyle
- 127 ~~iii. Bus Monitor Nominations~~
- 128 iv. Sub Caller Nomination – Ms. Michelle Fisher
- 129 v. Support – MSS Performance Arts Club – Mr. Alex Beckwith
- 130 vi. HMS Custodian Nomination – Mr. Andrew Powell
- 131 vii. SAU Executive Assistant Nomination – Ms. Donna Bowe
- 132 viii. Leave of Absence – Mr. Matt Christie
- 133 ix. HEA Early Retirement Process
134 Superintendent Chamberlin asked the Board not to offer an additional early
135 retirement request in light of the current budget freeze and financial picture. The
136 Board approved 4 requests, currently, three requests have been accepted and one
137 staff member chose not to move forward.
- 138 x. Technology Specialist Nomination – Mr. Michael Cote

139
140 g. Financials (*Action Items*)

- 141 i. January 2018 Report
- 142 ii. Withdrawal from the Educating the Educationally Disabled (Special Education)
143 Trust
144 Superintendent Chamberlin is recommending that the Board withdraw \$85,000
145 (50% of the balance) and to withdraw the warrant article (\$1.00 placeholder) for the
146 2018 Warrant.
- 147 iii. Budget Adjustment 2018-02
- 148 iv. Donations - FIRST Robotics
149
 - Rotary

150 • Peoples United Bank

151

152 f. International Trip – South Africa 2019

153 Superintendent Chamberlin presented the request for preliminary approval for students to
154 participate in a trip to South Africa, June- July 2019.

155

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

157

158 **10. Materials Provided**

159 Draft Minutes

160 Policy (2)

161 New Hire Packet (2) (One presented at the meeting.)

162 January 2018 Financial

163 Budget Adjustment 2018-02

164 International Trip Form

165 TIF Documentation

166 SAU Replacement Information

167 School Board Calendar (Presented at the meeting).

168

169 **11. Important Dates**

170 February 26 - March 2 – Winter Break

171 March 6 – School Board Meeting, MSS, Room 1, 5:30pm

172 March 7 - FY 19 Budget Presentation - Rotary

173 March 7 - Senior Lunch

174 March 10 - Hopkinton School District Annual Meeting, 9:00 am, HMHS Gymnasium

175 March 20 - School Board Meeting, MSS, Room 1, 5:30pm

176

177 **ACTION ITEMS**

178

179 **12.** The Hopkinton School Board accept the Superintendent’s recommendation to accept the notice
180 of non-return of Mrs. Dale Boyle, HMHS Special Education Teacher, effective June 30, 2018.

181

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

184

185 ~~**13.** The Hopkinton School Board approve the Superintendent’s nomination of Alexandra Gelinias,~~
186 ~~**AM Bus Monitor, pending final approval of the Superintendent of Schools.**~~

187

188 **14.** The Hopkinton School Board approve the Superintendent’s nomination of Michelle Fisher,
189 District Sub Caller for the remainder of the 2017/2018 school year.

190

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

193

194 **15.** The Hopkinton School Board approve the Superintendent’s nomination of Alex Beckwith, MSS
195 Performance Arts Club.

196

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

199

200 16. The Hopkinton School Board approve the Superintendent's nomination of Andrew Powell,
201 HMS Custodian, pending final approval of the Superintendent of Schools.

202
203 **A motion was proposed by Ms. Durant, moved by Ms. Nestler, seconded by Mr. Jones, all**
204 **in favor, motion carries.**

205
206 17. The Hopkinton School Board approve the Superintendent's nomination of Donna Bowe,
207 Executive Assistant to the Superintendent of Schools, effective March 15, 2018.

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

211
212 18. The Hopkinton School Board approve the Superintendent's recommendation to grant HMHS
213 teacher, Matt Christie, request for a leave of absence, duration to be approved by the
214 Superintendent of Schools.

215
216 **A motion was proposed by Ms. Durant, moved by Ms. Nestler, seconded by Mr. Jones, all**
217 **in favor, motion carries.**

218
219 19. The Hopkinton School Board accept the Superintendent's recommendation to approve Budget
220 Adjustment 2018 - 2 to implement 17-18 approved nonunion salary increases.

221
222 **A motion was proposed by Ms. Durant, moved by Ms. Nestler, seconded by Mr. Jones, all**
223 **in favor, motion carries.**

224
225 20. The Hopkinton School Board approve the Superintendent's recommendation to accept a
226 \$500.00 donation from Hopkinton Rotary in support of Interact Club.

227
228 **A motion was proposed by Ms. Durant, moved by Ms. Nestler, seconded by Mr. Jones, all**
229 **in favor, motion carries.**

230
231 21. The Hopkinton School Board approve the Superintendent's recommendation to accept a
232 \$1,000.00 donation from Peoples United Bank in support of HHS First Robotics Team.

233
234 **A motion was proposed by Ms. Durant, moved by Ms. Nestler, seconded by Mr. Jones, all**
235 **in favor, motion carries.**

236
237 22. The Hopkinton School Board accept the Superintendent's recommendation to approve
238 (preliminary) Hopkinton High School International Trip to South Africa, June 15 – July 3,
239 2019.

240
241 **A motion was proposed by Ms. Durant, moved by Ms. Nestler, seconded by Mr. Jones, all**
242 **in favor, motion carries.**

243
244 23. The Hopkinton School Board approve the Superintendent's nomination of Michael Cote,
245 Technology Specialist, pending final approval of the Superintendent of Schools.

246
247 **A motion was proposed by Ms. Durant, moved by Ms. Nestler, seconded by Mr. Jones, all**
248 **in favor, motion carries.**

249

250 24. The Hopkinton School Board approve the Superintendent's recommendation to adopt Policy
251 ILDA - Non-Academic Survey & Questionnaires, effective, March 5, 2018.

252
253 **A motion was proposed by Ms. Durant, moved by Ms. Nestler, seconded by Mr. Jones, all**
254 **in favor, motion carries.**

255
256 25. The Hopkinton School Board approve the Superintendent's recommendation to adopt Policy
257 JBAB - Transgender Gender Non-Conforming Students, effective, March 5, 2018.

258
259 **A motion was proposed by Ms. Durant, moved by Ms. Nestler, seconded by Mr. Jones, all**
260 **in favor, motion carries.**

261
262 26. **Nonpublic Session** - Not needed

263
264 27. **Adjournment**

265
266 At 7:27 pm, Ms. Durant moved, seconded by Ms. Nestler, to adjourn the meeting, motion passed, all
267 in favor, not opposed.

268
269 **If you have any questions for members of the Hopkinton School Board or Administration**
270 **please feel encouraged to contact them at the phone numbers or emails below:**

271
272 **Hopkinton School Board**

273 Liz Durant, ldurant@sau66.org
274 David Luneau, dluneau@sau66.org
275 Matt Belanger, mbelanger@sau66.org
276 Aviva Nestler, anestler@sau66.org
277 Bill Jones, wjones@sau66.org

278
279
280 **Administration**

281 Steve Chamberlin, Superintendent, 746-5186, schamberlin@hopkintonschools.org
282 Michelle Clark, Business Administrator, 746-5186 mclark@hopkintonschools.org
283 Meghan Bamford, Director of Student Services, 746-5186, mbamford@hopkintonschools.org
284 Matt Stone, Director of Technology, 746-5186, mstone@hopkintonschools.org
285 Bill Carozza, Principal, Harold Martin & Maple Street Schools, 746-3473,
286 bcarozza@hopkintonschools.org
287 Amy Doyle, Asst. Principal, Harold Martin & Maple Street Schools, 746-3473/746-4195,
288 adoyle@hopkintonschools.org
289 Chris Kelley, Principal, Hopkinton Middle and High Schools, 746-4167,
290 ckelley@hopkintonschools.org
291 Rebecca Gagnon, Asst. Principal, Hopkinton Middle and High Schools, 746-4167,
292 rgagnon@hopkintonschools.org