

**Hopkinton School Board
Hopkinton, New Hampshire
APPROVED MINUTES
School Board Meeting
Maple Street School – Room 1**

Tuesday, March 20, 2018 - 5:30 pm

School Board: Ms. Liz Durant, Chair; Mr. David Luneau, Vice Chair, Ms. Aviva Nestler, Mr. Matt Belanger, Board Members

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

Student Representative: Jackson Locke

PUBLIC SESSION

1. Call to Order/Pledge of Allegiance

Superintendent Chamberlin called the meeting to order at 5:30pm and led the Pledge of Allegiance. A moment of silence was observed for Kenny Colburn, HMHS Graduate Class of 2017 and Steve Clough, who managed the Contoocook Water Precinct.

Superintendent Chamberlin stated that it was his pleasure to open the board meeting this evening. He asked for nominations for Board Chair.

2. Election of Board Officers

School Board Chairman

Mr. Luneau nominated Ms. Durant for School Board Chair, seconded by Ms. Nestler, all in favor, motion carries.

School Board Vice Chairman

Mr. Luneau nominated Ms. Nestler for School Board Vice Chair, seconded by Ms. Durant, all in favor, motion carries.

3. Additions/Deletions from Agenda by Superintendent

- Notice of non-return, Jenna Stapleton, HMHS English Teacher
- Ms. Gelinas changed from a 0.24 FTE - 0.64 FTE at HMS.
- Notice of Resignation, Steve Desmarias, Custodian
- Received donation from Hopkinton PTA in support of Harold Martin School to Planetarium and Capital Center for the Arts
- Received donation from Hopkinton PTA in support of Hopkinton Middle High School Recycled Percussion Concert

4. Correspondence

Superintendent Chamberlin stated that the official HESS negotiations request to begin negotiations letter has been received, which is good news. He also shared some historical documents which he received from someone cleaning out a house in Vermont. A 1949 and 1950 Hopkinton High School

Yearbook. In 1950 there were 15 graduates, it was also the first year of Drivers' Education and there was no gym.

5. Approval of Minutes

Motion to approve the minutes of the regular school board meeting held on March 6, 2018 was moved by Ms. Ms. Durant, and seconded by Mr. Luneau, all in favor, minutes carried as presented.

6. Public Comment (1)

Mr. Larry Donahue, parent and former School Board member introduced himself. He wanted to speak to the walkout that happened on Wednesday, March 14 at the Hopkinton Middle High School and its inappropriateness. He shared concerns of the use of school time and resources to promote a political agenda was inappropriate and had a damaging effect on students. Some students felt pressured and bullied by peers and some teachers for expressing their political views. Mr. Donahue feels apologies are in order to students and parents affected, as well as taxpayers who funded this event. Mr. Donahue recommended to the board that they put forth a policy that prohibits such school sponsored political activism in the future.

7. Comments from the Hopkinton School Board

Ms. Durant thanked Mr. William Jones for his commitment and hard work while serving on the School Board. Ms. Durant presented Mr. Jones with a small token of appreciation, a beacon of light/compass so that he could always find his way home.

Ms. Durant stated that it was a privilege to work with all the board members - it has been a true team effort of hard work and dedication.

At the first meeting in April, three (3) policies will be coming forward.

A Revised Facility Plan will be brought forward in June. (Bring in Jay)

8. Presentations and Staff Reports

Hopkinton School District Plan to Improve Safety and Security: Draft #1

Superintendent Chamberlin expressed that he would like to approach the Improvement of Safety and Security with a purposeful and deliberate plan within the mission of care. ADD Training/protocol has begun. Stage II will continue over the summer with the development of the "Monthly Minute", and safety training for all schools. A presentation was given by Chief Pecora to the community in an hour and a half workshop.

Items for Board Discussion

a. School Board Business

- i. Determination of Signers of the Manifest and Back-up (*Action Item*)
- ii. Determination of Committee Assignments (*Action Item – Budget Committee*)
- iii. Update – School Board Meeting/Topic/Event/Nomination Timeline

Chair and Vice Chair will be Signers of the Manifest and Back-up. Most importantly right now are the Negotiations and Budget Committees assignments. More information will follow for a School Board Retreat to include the Budget and Steering Committees. We are facing a busy spring with policies and negotiations.

b. Annual School District Meeting – Debrief

Superintendent Chamberlin and the Board were pleased with the School District Meeting. The Board appreciates all the hard work by everyone and the community support that goes into this day. We will look into the streaming School Board meetings live to the community.

- c. Facility Planning
 - i. Next steps
 - ii. Timeline

The School Board and Superintendent Chamberlin will work on the next steps pertaining to the SAU Office and its replacement.

- d. School Calendar/ Impact of Snow Days

The District is two days over the snow days placed in the calendar. The collective bargaining agreement gives the superintendent latitude to implement a plan to compensate for the additional snow days (2 or under) The proposed plan is to move May 25 from a Professional Development Day to a Student Day. and o extend the instructional day by 20 minutes, 7:50 am - 3:00 pm one week before April vacation and two weeks after April vacation. Board to discuss and vote at next School Board Meeting.

- e. Personnel (Action Items)

- i. Nomination – HMS Long Term Substitute Instructional Assistant (Tiffany Bauer) due to staff injury
- ii. Nomination – HMS/MSS Instructional Assistant (Alex Gelinias) - support student in need
- iii. Nomination – HMS Instructional Assistant (Ryan Nicholson) - student with complex needs
- iv. Nomination – MSS Long Term Teacher (Lori Joubert) - out-of-district student returning to district
- v. Nomination Schedule b – Spring Coaches Slate (Tim Carney, JV Coach)
- vi. Nomination – HMHS Administrative Assistant (Tana Montore)
- viii. Notice of Non – Return Hopkinton Middle School (Jenna Stapleton)
- ix. Notice of Resignation – Custodian/Maintenance Worker (Steve Desmarais)

- f. Financials

- i. February 2018 Report
- ii. MS 22 Form (*Action Item*)
- iii. Donation(3) (*Action Items*)

Ms. Clark reported that there was not much movement in the right direction at this time and asked the board if they had any questions.

MS 22 Forms - Vehicle Trust Fund, Appropriation and Budget

Donations - \$1,100 John Russell Racing Scholarship Fund to the Hopkinton Middle School, \$700 from the Hopkinton PTA in support of Harold Martin School Trip to the planetarium and Capital Center for the Arts, \$700 from the Hopkinton PTA to HMHS for Recycled Percussion.

- g. Overnight Trips

- i. Student Leadership Conference, Mt. Washington Resort, March 15 – March 16, 2018
- ii. Quebec City, Canada – May 17 – May 19, 2018
- iii. Annual Baseball Trip to Chatham, MA – March 23 – March 25, 2018

9. Public Comment (2)

11. Materials Provided

Draft Minutes
HSD Safety and Security Improvement Plan Draft #1
New Hire Packet (4)
School Board Topic Schedule
Schedule b – spring sports
MS-22
February 2018 Financial Report
Overnight Trip Forms (2)

12. Important Dates

April 3 - School Board Meeting, MSS, Room 1, 5:30 pm
April 17 – School Board Meeting, MSS, Room 1, 5:30 pm

ACTION ITEMS

13. The Hopkinton School Board appoints Mr. Matt Belanger to serve as the representative to the Hopkinton Budget Committee.

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

14. The Hopkinton School Board appoints Ms. Liz Durant and Ms. Aviva Nestler, as signers of the manifest, with the remaining School Board members serving in reserve.

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

15. The Hopkinton School Board approve the Superintendent's nomination of Tiffany Bauer, Long Term Substitute, Harold Martin School pending final approval of the Superintendent of Schools.

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

16. The Hopkinton School Board approve the Superintendent's nomination of Alex Gelinias, Instructional Assistant, Harold Martin School (~~0.19 FTE~~ 0.24 FTE), Maple Street School (~~0.40 FTE~~ 0.64 FTE), pending final approval of the Superintendent of Schools.

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

17. The Hopkinton School Board approve the Superintendent's nomination of Ryan Nicholson, Instructional Assistant, Harold Martin School (1.0 FTE), pending final approval of the Superintendent of Schools.

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

18. The Hopkinton School Board approve the Superintendent's nomination of Lori Joubert, Teacher, Maple Street School (1.0 FTE), for the remainder of the 2017 – 2018 school year.

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

19. The Hopkinton School Board approve the Superintendent's nomination of the spring sport Schedule b nomination slate, as presented.

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

20. The Hopkinton School Board approve the Superintendent's nomination of Tana Montore, Administrative Assistant, Hopkinton Middle and High Schools, effective March 21, 2018.

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

21. The Hopkinton School Board approve the Superintendent's recommendation to accept Hopkinton Middle School English Teacher Jenna Stapleton's notice of non-return.

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

22. The Hopkinton School Board approve the Superintendent's recommendation to accept Custodian/Maintenance Worker, Steve Desmarais' letter of resignation as of Friday, March 30, 2018.

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

23. The Hopkinton School Board approve the Superintendent's recommendation to accept a donation from the Josh Russell Racing Scholarship Fund of \$1100 to the Hopkinton Middle School.

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

24. The Hopkinton School Board approve the Superintendent's recommendation to accept a donation from the Hopkinton PTA (\$700) in support of a Harold Martin School Trip to the planetarium and the Capitol Center for the Arts.

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

25. The Hopkinton School Board approve the Superintendent's recommendation to accept a donation from the Hopkinton PTA (\$700) in support of a Hopkinton Middle and High School Recycled Percussion Concert.

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

26. The Hopkinton School Board approve/sign the MS 22 form as prepared by Michelle Clark, Business Administrator.

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

27. The Hopkinton School Board accept the Superintendent's recommendation to approve retroactively the Hopkinton High School Student Leadership Conference overnight trip to Mt. Washington Resort, Bretton Woods, NH, March 15 – 16, 2018.

A

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

28. The Hopkinton School Board accept the Superintendent's recommendation to approve the Hopkinton Middle School overnight trip to Quebec City, Canada, May 17 – 19, 2018.

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

29. The Hopkinton School Board accept the Superintendent's recommendation to approve Hopkinton High School Varsity Baseball overnight trip to Chatham, MA, March 23 – 25, 2018.

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

30. Nonpublic Session

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

Personnel
Real Estate Purchase

At 7:10 pm, a motion was proposed by Ms. Durant, moved by Mr. Luneau, seconded by Mr. Belanger, that the Board enter into nonpublic session in accordance with RSA 91-A: 3, II (a), (b), and (c) for the discussion of Personnel and Real Estate Purchase. No action was taken.

The Board reconvened from nonpublic session at 7:34 pm.

26. Adjournment

At 7:35 pm. Mr. Belanger moved, seconded by Mr. Luneau, to adjourn the meeting, motion passed, all in favor, not opposed.

Respectfully submitted,

Donna M. Bowe

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

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Administration

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

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