

**Hopkinton School Board
Hopkinton, New Hampshire**

APPROVED MINUTES

**School Board Meeting
Hopkinton Town Hall**

Thursday, September 6, 2018 at 5:30pm

IN ATTENDANCE:

School Board: Ms. Liz Durant, Chair, Ms. Aviva Nestler, Vice Chair, Mr. Jim O'Brien and Mr. Matt Belanger, Board Members.

Administration: Mr. Steven Chamberlin, Superintendent of Schools, Mr. William Carozza, Principal, Harold Martin School, Ms. Amy Doyle, Principal, Maple Street School, Mr. Matt Stone, Director of Technology and Ms. Michelle Clark, Business Administrator

Student Representatives: Addie Locke and Sam Thompson

PUBLIC SESSION

1. Call to Order/Pledge of Allegiance

Ms. Durant called the meeting of the regular Hopkinton School Board to order at 5:30 p.m. and asked Sam Thompson, Student Representative, to lead in the Pledge of Allegiance.

2. Additions/Deletions from Agenda by Superintendent

Facilities: Update on Service Contract and Security Contract

3. Correspondence

Superintendent Chamberlin reported that Bill Jones is soon to be sworn in as Deputy Treasurer. We have procured with the Town a wood pellet contract at \$220 per ton and have ordered 113 tons.

4. Approval of Minutes

Recommend the Hopkinton School Board approve the minutes of the regular board meeting held on July 31, 2018, was moved by Ms. Nestler and seconded by Mr. O'Brien, all in favor, minutes carried as presented.

Recommend the Hopkinton School Board approve the non-public minutes held on July 31, 2018, was moved by Mr. O'Brien and seconded by Ms. Nestler, all in favor, minutes carried as presented and sealed.

Recommend the Hopkinton School Board approve the minutes of the regular board meeting held on August 21, 2018, was moved by Ms. Nestler and seconded by Mr. O'Brien, all in favor, minutes carried as presented.

5. Public Comment (1)

Janet Krzyzaniak – Thanked Superintendent Chamberlin for his quick response when she had called him to say that she was concerned about the children walking 3 or 4 abreast on the sidewalk and in the street on Park Avenue.

6. Comments from the Hopkinton School Board

Ms. Nestler thanked everyone for a good start to the new year.

Mr. O'Brien echoed the same sentiment and thanked everyone for taking three of their kids off their hands. (Laughter)

Sam Thompson stated that the school year has started out smoothly for the students and in general. There's been a lot of talk about the new doors, and how this is a step in the right direction in making the students feel safe.

Ms. Durant thanked Sam for his feedback – it's nice to hear that the students noticed all the work that has been done over the summer.

Ms. Durant also mentioned that she enjoyed the first faculty meeting of the new year and was surprised to see how full the auditorium was. Everyone was so talkative and you could feel the energy. A special thank you to the Guidance Department, Ms. Lajoie, Ms. Santoro and Ms. Fisher for their level of care and support to a new family who was taking an unannounced tour of the building.

7. Presentations/Staff Reports

a. Administrator Reports (Oral) Brief Reflections: The Opening of the 2018 – 2019 School Year.

Mr. Carozza, Principal at Harold Martin School said that it's been a good start to the year with enrollment up. The highest we've ever been since 1995-97, and up 7% from last year. There's been some logistic changes with some student's coming in the Main entrance and others coming through the front of the building. The former Art Room is now a classroom, Staff Room has become the Art/Music Room and Staff are now utilizing the Computer Lab. Mr. Carozza is proud of his staff. There have been no complaints and it's great to work with staff that understands that it's tight right now. Academics – Science Committee has worked very hard over the summer. New teachers are really great.

Ms. Doyle, Principal at Maple Street School said it's been a very smooth transition into the beginning of the year. A lot of collaborative work was done over the summer – including intervention systems across the District, elementary literacy organizational structure, and ICT structures. Teachers participated in Responsive Classroom training and GROW training over the summer. Facility projects have been done over the summer, including new doors, which will make a huge difference for the students and staff. If you walk around the school, positive messages have been painted around the school, including the restrooms.

Mr. Stone, Director of Technology had a pretty swift start to the summer by rolling out new equipment. We are still waiting for equipment to arrive for the Business Lab in the High School. Fiber project is done and ready to make the final switch over. Overall, it was a pretty smooth summer.

Superintendent Chamberlin spoke about his practice on theme based leadership –unifying the work and connecting it to the work we will be doing over the year. This years’ theme is, *Relentlessly Hopeful*. How hope is connected to care. It is almost impossible to care for someone if you don’t have hope for them.

b. Opening Day Enrollment

See chart that was distributed: 1015 includes 14 homeschooled students. Up 123 students since 2015.

8. Items for Board Discussion

a. School Board Management

i. Schedule –

- School Board Meetings will be held on the 1st and 3rd Thursday of the Month.
- Joint meeting of the Hopkinton Select Board, Thursday, October 25, 2018 at 5:30 p.m. at The Slusher Center.
- School Board Retreat to be held in November. Date to be determined.
- Educational Forum: Hosted by Hopkinton School District and Hillsboro/Deering School District. Hopkinton will host. Date to be determined.

ii. Update Streaming

- Mr. Stone will be ordering equipment for streaming shortly.
- Meeting Location – Maple Street School is the preferred location. A more specific location to be determined.

b. Facilities

i. Facility Project: Cost of the Revised Report

The revised report will cost approximately \$14k, with about \$3.5k left in the original allocation. Additional cost will be almost \$11k.

ii. Update: Hopkinton Middle and High School Oil Tank

Performance contract work, installing the new boiler at the Middle and High Schools has created a sense of urgency to make a decision regarding the replacement boiler. Vendors have prepped the new boiler for service. Option #1, connect the new boiler to the current wrong size tank. Boiler would not run at optimum level. Option #2, purchase \$30k right sized day tank, supporting the current old, in need of repair tank. Option #3, purchase an above ground tank, remove the old tank, install the new boiler for the extended future.

Timeline – will come before the Board within the next two weeks.

Waiving Bid Process

Public Hearing will be held on Thursday, September 20, 2018 at 5:00 p.m. at the Hopkinton Town Hall.

iii. Update on Performance Contract Work

Doors have been installed, key issues have been solved, Maple Street School circulation issue has been solved, lighting is just about done. Ms. Clark and Mr. Caruso have been working with Siemen's –significant amount of work.

- iv. Update on Service Contract – The District has built a strong relationship with Siemen's and will be signing service contract.
- v. Update on Security Bid – Four vendors toured the buildings, of which, three expressed needing additional time to put together a more thoughtful bid. A one week extension was given.

c. Personnel

i. 2018 - 2019 Nominations (*Action Items*)

- a. MSS Instructional Assistant, (*Marianne Bleszinski*)
- b. Request for leave, HMS – Wellness Teacher (*Steve Sherman*)
- c. Safety Nominations: Crossing Guard, Bus Monitor, Playground Monitor
- d. HMHS Physical Education Health Long Term Substitute
- e. Staffing update

ii. Schedule b (*Action Items*)

- a. Asst. Varsity Cross Country Coach Resignation (*Carly Lemire*)
Nomination (*Katelyn Bailey*)
- b. Elementary Band (*Ben Levergood*)

9. Public Comment - None

10. Materials Provided

Draft Minutes (3- Presented under a separate cover)
Hiring Packets (1)
Schedule b Fall Coaching (Revised) Nomination Slate
Safety and Revised Efficiency (Revised Nomination Slate)
Enrollment Memorandum
HSB Streaming Analytics
Mock Tank Placement Pictures

11. Important Dates

September 14 – Professional Development Day
September 13 – HMS Open House
September 20 – HMHS Open House
September 22 - Homecoming
September 27 – MSS Open House

ACTION ITEMS

12. The Hopkinton School Board approve the Superintendent's nomination of Marianne Bleszinski, Maple Street School, Instructional Assistant, for the 2018 - 2019 school year, pending final approval of the Superintendent of Schools.

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

13. The Hopkinton School Board accept the Superintendent's recommendation to approve Harold Martin School Wellness Teacher, Steve Sherman's request for leave, start date and duration to be determined by the Superintendent of Schools.

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

14. The Hopkinton School Board accept the Superintendent's nomination of Ben Levergood, Schedule b, Elementary Band, Maple Street School.

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

15. The Hopkinton School Board accept the Superintendent's recommendation to approve the revised Fall Sports Coaching Nomination Slate, as presented.

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

16. The Hopkinton School Board accept the Superintendent's recommendation to approve the revised Safety and Efficiency Nomination Slate, as presented.

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

17. The Hopkinton School Board approve the Superintendent's nomination of Arlene McGrath, Long Term Substitute, HMHS, Physical Education/Health, start date and duration, determined by the Superintendent of Schools, pending final approval of the Superintendent of Schools.

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

18. **Nonpublic Session** - None

19. **Adjournment**

At 6:59 p.m., Ms. Durant moved, seconded by Mr. O'Brien, 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:

Hopkinton School Board

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Aviva Nestler, Vice Chair, anestler@sau66.org

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Administration

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Rebecca Forrestall, Director of Student Services, 746-5186, rforrestall@hopkintonschools.org

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

Bill Carozza, Principal, Harold Martin School, 746-3473, bcarozza@hopkintonschools.org

Amy Doyle, Principal, Maple Street School, 746-4195, adoyle@hopkintonschools.org

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

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