

**Hopkinton School Board
Hopkinton, New Hampshire**

Approved Minutes

**School Board Meeting
Hopkinton Town Hall**

Thursday, October 18, 2018 - 5:30pm

IN ATTENDANCE:

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

Student Board Representatives: Sam Thompson and Maddie Locke

Administration: Mr. Steven Chamberlin, Superintendent of Schools, Mr. William Carozza, Principal, Harold Martin School, Ms. Michelle Clark, Business Administrator, Mr. Jay Burgess, Facilities Steering Committee Member

Absent: Mr. Dave Luneau and Mr. Jim O'Brien, Board Members

PUBLIC SESSION

1. Call to Order/Pledge of Allegiance

Ms. Durant called the meeting to order at 5:30 p.m. and led the Pledge of Allegiance.

2. Additions/Deletions from Agenda by Superintendent

Revised agenda – proposed value for the elementary and secondary tuition for the 2018-19 school year, as well as an update on personnel.

3. Correspondence

Superintendent Chamberlin offered a copy of the American School Board Journal for those who might be interested.

Also, a wonderful note from Robin Palmer, thanking us for the flowers the School District sent acknowledging the passing of her mother.

4. Approval of Minutes

Recommend the Hopkinton School Board approve the minutes of the regular board meeting held on October 4, 2018, was moved by Ms. Nestler and seconded by Mr. Belanger, all in favor, minutes carried as presented.

5. Public Comment (1)

Amanda Gilman: Ms. Gilman thanked Superintendent Chamberlin for taking time out of his busy schedule to meet with her to discuss the anode, which has been a topic of discussion. Her concern is when the Board said, stay-the-course, in her mind it meant we would replace the anode. After speaking with Mr. Corliss, DES, the State inspected the anode in 2014 & 2017,

which passed by a minimal margin of .872 out of a maximum .875. Ms. Gilman has contacted a few companies as to what it would cost to replace the intersitial lining, but has not heard back.

Ms. Durant asked Ms. Gilman to summarize her request. Ms. Gilman would like answers and what it would cost to replace anode.

6. Comments from the Hopkinton School Board

Ms. Nestler thanked the Fall Coaches and volunteers for all their hard work and wished all of our team's good luck.

Ms. Durant thanked Mr. Jay Burgess and all the members of the Facility Steering Committee for their hard work and looked forward to Mr. Burgess' presentation.

7. Presentation and Staff Reports

Hopkinton School District Facility Project: Mr. Jay Burgess, Facility Steering Committee – *A PowerPoint presentation may be found on the School District website, under Facilities.*

Mr. Burgess gave a brief background on the facility project. Based on the feedback received from the community last March, the Committee has taken three of the original elements, and with the support of the School Board in August, one additional item. This is a tiered approach based on dollar values, which the Committee was asked to come up with. A slightly different wrinkle on the charge, instead of having a scope based on wants, needs and desires – it was based on a dollar figure.

A small, sub-set of people from the Facility Steering Committee worked over the summer to try and come up with a trimmed approach based on a lot of the numbers we had on the original project to see how those would fit on both the tier and dollar values, while meeting the intent of the charge. In the process of developing what we have tonight, we engaged Herriman (Engineering Firm) to refresh pricing based on escalation and some of the items we've already been able to accomplish with the Siemens performance contract and the Homeland Security Administration Grant.

Costs: Thirty million dollars. Costs are broken out by 2020 – Deferred Maintenance (6.5 million), Safety and Security (3 million), move 6th Grade to HMHS (5 million), Science Lab Renovation (2 million), Cafeteria Renovation (4 million) and Middle High School Addition (8.2 million).

Mr. Belanger: Price breakdown in regards to HMHS entrance/addition. If we don't do that what would we get?

Superintendent Chamberlin: The reason for the addition is safety, security and accessibility. Having an office next to the entrance allows all of that.

Ms. Nestler: We have the three tiers that we talked about initially, how does all of this fit into the three tiers now? Has this been discussed?

Mr. Burgess: Not at length, primarily because the numbers were not received until last Thursday. There is still a fair amount of due-diligence that needs to be done, but suspects the numbers will come close to the costs estimated and how they fit under the tier levels.

Ms. Nestler: What still falls under the deferred maintenance category?

Mr. Burgess: Roofs, interior finishes like carpets.

Superintendent Chamberlin expressed what he envisions at every Board meeting is that they “unpack” a section. One meeting they might discuss 6th Grade at the Middle and High Schools. What are the costs? What does this do to education? What does this do to the schedule? What does this do to staff?

Ms. Durant commented on how she had spoken with Mr. Luneau and one of the things that we will look at as we are “unpacking” is to look at, and really consider how one thing impacts another – how they are inter-twined.

Mr. Belanger asked if the Board knew the status of any State Building Aide? Not at this time. The legislature may look at this after November.

8. Items for Board Discussion

a. Hopkinton School Board Planning

- i. Planning for the Hopkinton School Board 2018 Retreat –It has been a challenge to schedule the Board Retreat. Items for discussion are graduation requirements, budget, facilities and administrative structure. Date of retreat to be determined.*
- ii. Joint Meeting of the Hopkinton School Board and Hopkinton Select Board – Superintendent Chamberlin sent out a draft agenda to the Board for the meeting which will be held on Thursday, October 25, 2018 at the Hopkinton Town Hall, 5:30 p.m. Items for discussion are new Town/School District initiatives, annual meeting schedule, Town Initiatives: economic development update, School District Initiatives: trauma and possible budget drivers for both the School District and Town.*

b. Hopkinton Budget Committee Report Out /Budget Presentation Form – Superintendent Chamberlin spoke with Mr. O’Brien, member of the Budget Committee and the Committee Supports the new structure of the budget form.

c. Policy – Second Readings

- i. ADC Tobacco Products Ban Use and Possession in School Facilities and on School Grounds – Mr. Luneau shared the policy with the NH Liquor Commission to review the definition and terms. Recommendations and changes are highlighted in the second draft.*
- ii. IFA Instructional Needs of Individual Students – Second reading.*
- iii. JLDBA Behavior Management and Intervention – Second reading. Third and final reading will be adopted at the next meeting.*

d. Personnel (Action Items)

- i. Instructional Assistant (HMHS – Sarajane Irizarry)*
- ii. Long term Substitute 0.2 FTE (Danielle Meserve)*
- iii. Schedule b Nomination – Musical Choreographer (Nini Allen)*

- iv. Update Hiring – *Harold Martin School, full; Maple Street School, short one Instructional Assistant; Hopkinton Middle School, full; Hopkinton High School, short one Instructional Assistant; Custodial Staff, short one Night Supervisor; Substitute Teachers, extremely short – we need substitute teachers.*
- e. Financial:
 - i. FY 18 End of Year Financial/Revenue Decisions – *Last year was a very challenging year due to unanticipated expenses in the Student Services genre. After the many public hearings over the summer, we thought we would have to take money out of the Special Education Trust, but we didn't need to. We also thought we would have to take 100k out of Article 10 to meet our tax rate obligation, but we are not. We have met our obligation without taking from our Tax Stabilization Fund. Why? Health Insurance last year fell below the GMR, leaving significant money, a budget freeze, adequacy aid coming in higher than estimated and special education aide coming in higher than anticipated and a break on the Town evaluation allowed us to meet our obligations.*
 - ii. September 2018 Financial Report – *Presented at meeting.*
 - iii. Hopkinton School District Q1 Financial Report – *Presented at meeting.*
 - iv. Hopkinton School District 2018 – 2019 Tuition Rate (Action Item) – *After October 1 the tuition rate is set. Elementary - \$14,985.89, Secondary - \$15,140.58. This excludes adequacy, but includes contingency.*
 - v. 3M Donation (Action Item) – *Ms. Clark submitted an application to 3M on behalf of Harold Martin School and the School was awarded a grant in the amount of \$4,400 in school supplies, which 3M will be sending.*

Mr. Belanger asked Superintendent Chamberlin to summarize his conversation with Mr. Corliss (DOE).

Superintendent Chamberlin had been playing phone tag with Mr. Corliss and finally spoke with him today. Mr. Corliss mentioned that he had spoken with a community member (Ms. Amanda Gilman). Superintendent Chamberlin reiterated that in April 2018 the School Board charged the Superintendent of Schools to plan for replacement and relocation of the tank. Superintendent Chamberlin talked about this in April, May, June, July and in August. It wasn't until a few weeks ago that he was given the charge to look into repairing the tank. Going from replacing to repairing the tank. In his conversation with Ms. Gilman, she asked if his delay in approving the cathodic protection rendered the tank unfixable? Superintendent Chamberlin said he would call Mr. Corliss. Mr. Corliss stated that the interstitial test is the determining factor as to whether or not the tank is repairable. That recommendation will go to the Board. The tank is certainly very important and is the key component, but he can not let the Board not understand that a thirty-two year old, single wall, half inch supply line that runs through our school full of oil and all the way to our boilers. If you repair the boiler, what are you going to do about the thirty-two year old supply line? Superintendent Chamberlin will certainly bring the supply line forward to the Board once he knows a little more. Superintendent Chamberlin will talk with Ms. Clark and Mr. Caruso about getting bids for the interstitial testing. That information will be brought to the Board.

9. Public Comment (2)

Kim Martel: What are the consequences when students leave school grounds and enter Georges Park and participate in vaping or smoking?

Superintendent Chamberlin replied that students would be cited for either leaving school grounds or if under 18 – smoking violation. Superintendent Chamberlin also noted that on November 8,

6:30-8:00 p.m., Arlene McGrath will be offering an informative session for parents on Vaping. More information will follow.

Ms. Gilman: Had questions about the elevator/access in the High School.

Ms. Durant thanked Ms. Gilman and reiterated the importance of the Board to “unpack” everything properly, and not just toss it out there.

10. Materials Provided

Draft Minutes

Budget Presentation Form

September 2018 Financial Report (Presented at the meeting or under a separate cover)

Q1 Financial Report (Presented at the meeting or under a separate cover)

Nomination Packets (1)

Draft Policies – Second Reading

- ADC Tobacco Products Ban Use and Possession in School Facilities and on School Grounds
- IFA Instructional Needs of Individual Students
- JLDBA Behavior Management and Intervention

11. Important Dates

November 5 – MS Parent Teacher Conferences

November 6 – Election Day/Parent Teacher Conferences, No School

November 12 – No School/Veterans Day

November 21-23 – Thanksgiving Break

ACTION ITEMS

12. The Hopkinton School Board approve the Superintendent’s nomination of Sarahjane Irizarry Hopkinton Middle School Instructional Assistant, pending final approval of the Superintendent of Schools.

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

13. The Hopkinton School Board approve the Superintendent’s nomination of Danielle Meserve, Long Term Substitute, 0.2 FTE, for a period to be determined by the Superintendent of Schools.

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

14. The Hopkinton School Board approve the Superintendent’s nomination of Nini Allen, Choreographer, High School Musical (Schedule B) for the 2018 - 2019 school year.

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

15. The Hopkinton School Board accept the Superintendent’s recommendation to set the elementary tuition rate as \$14,985.89 and the secondary rate as \$15,140.58 for the 2018-2019 School Year.

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

16. The Hopkinton School Board approve the Superintendent's recommendation to accept a \$4,400 donation from 3M to support Harold Martin School with various school supplies.

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

17. Nonpublic Session

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

Personnel
A legal issue

At 7:10pm, a motion was proposed by Ms. Durant, moved by Mr. Belanger, seconded by Ms. Nestler, that the Board enter into nonpublic session in accordance with RSA 91-A: 3, II (a), (l) for the discussion of personnel and a legal issue. Motion passed on a roll call vote: Ms. Nestler (yes), Mr. Belanger (yes), Ms. Durant (yes), all in favor.

RETURN TO PUBLIC SESSION

18. Adjournment

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
Dave Luneau, dluneau@sau66.org
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Amy Doyle, Principal, Maple Street School, 746-4195, adoyle@hopkintonschools.org
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