

**Hopkinton School Board
Hopkinton, New Hampshire**

Approved Minutes

**School Board Meeting
Maple Street School Cafeteria**

Thursday, November 29, 2018 at 5:30 p.m.

IN ATTENDANCE:

School Board: Ms. Liz Durant, Chair; Mr. Matt Belanger, Mr. Dave Luneau and Mr. Jim O'Brien, Board Members. *Absent: Ms. Aviva Nestler*

Student Board Representatives: Sam Thompson *Absent: Addie Locke*

Administration: Mr. Steven M. Chamberlin, Superintendent of Schools, Ms. Michelle Clark, Business Administrator, Mr. Bill Carozza, Principal and Mr. Matthew Stone, Director of Technology, Mr. Bill Caruso, Director of Facilities

Guests: Mr. Dan Bisson, Harriman Associates and Mr. Jay Burgess, Facility Steering Committee Chair

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.

Ms. Durant thanked everyone for coming to Maple Street School and hoped everyone could hear well, as the acoustics in the cafeteria can be a little challenging.

2. Additions/Deletions from Agenda by Superintendent

Programmatic Budget has been updated.

3. Correspondence

- Thank you notes to the Board from the Artists in Residence and their students.
- School Board Senior Luncheon at Slusser Center has been confirmed for January 30, 2018. Menu to be determined.

4. Approval of Minutes

Recommend the Hopkinton School Board approve the minutes of the regular board meeting held on November 1, 2018, a motion was moved by Mr. Belanger and seconded by Mr. Luneau all in favor, minutes carried as presented.

Recommend the Hopkinton School Board approve the minutes of the regular board meeting held on November 15, 2018, a motion was moved by Mr. Belanger and seconded by Mr. Luneau, all in favor, minutes carried as presented.

Recommend the Hopkinton School Board approve the minutes of the nonpublic meeting held on November 15, 2018, a motion was moved by Mr. Belanger and seconded by Mr. Luneau, all in favor, minutes carried as presented.

Recommend the Hopkinton School Board approve that the minutes of the nonpublic meeting on November 15, 2018 be sealed, a motion was moved by Mr. Luneau and seconded by Mr. O'Brien, all in favor, minutes sealed.

5. Public Comment (1)

Candace Youngman disagreed with the minutes of the School Board Meeting held on November 15, 2018 stating that the Budget Committee did not have concensus with an operational budget between 2 – 4% for 2019-20. Mr. O'Brien stated that the previous minutes were accurate as written.

6. Comments from the Hopkinton School Board

Sam Thompson thanked everyone who attended the Shed-A-Light on Bullying event. It was great to see the community out supporting such an event.

Ms. Durant welcomed Hopkinton High School's Rotary Exchange student from Germany to the meeting.

7. Presentations/Staff Reports

- a. Facility Project: Unpacking Major Components #3
 - Deferred Maintenance at All Three Schools
 - Basic Safety, Security, and Accessibility

Superintendent Chamberlin introduced Bill Caruso, Director of Maintenance, Dan Bisson, Harriman Associates and Jay Burgess, Facility Steering Committee Chair and thanked them for coming this evening.

8. Items for Board Discussion

- a. HSD Facility Project – Superintendent Chamberlin distributed information pertaining to the slide show he was presenting, stating that this is the third meeting of November as we continue unpacking the components of the Facility Project that Mr. Burgess presented to the School Board on October 18 and to the Joint Meeting of the Select Board and School Board on October 25, 2018. Information was presented to the community and School Board regarding deferred maintenance and basic security and accessibility.

Jay Burgess read and answered the questions submitted by the community.

Dan Bisson explained the importance of flexible learning space vs hard space and the work that went in to the feasibility study.

Amanda Gilman questioned whether or not a feasibility study had been done. Dan Bisson responded that Harriman had indeed conducted a feasibility study before making recommendations to the district. Ms. Gilman also expressed being uncomfortable with the current numbers.

Diane LaChance questioned whether or not the Steering Committee posted minutes and announcements in accordance with the Right To Know Law. Superintendent Chamberlin responded that they had and all meetings were posted on the third Tuesday of each month.

Laura Johnson questioned the ten year projection and asked if we were prepared for growth in the future in hopes of not having another costly facility project.

Melissa Trafton thanked the board for their hard work and questioned the scope of the work to be done to the entrance of the middle high school.

John Dunlap questioned the cost of tariffs. Dan Bisson responded with an increase of 5-7% since 2015.

Rob Beltie apologized as this is the first meeting he has attended and hasn't heard anything good around town. He also expressed his distrust with the financial handout as the font is too small. He is concerned for our deferred maintenance costs and the fact that our buildings are falling apart.

Mr. Chamberlin invited everyone to continue coming to the next few meeting as we go through the budget process.

Ian Tewksbury stated that he's not sure if the State RSA's would allow it, but what if we separated the deferred maintenance into different warrant articles, such as basic safety and security as one article, science as another, as opposed to, I need to vote for all of it or none of it.

Candace Yougman asked for clarification on the sprinkler system at Harold Martin School. Where is the water coming from, the Hopkinton Precinct or a well? Superintendent Chamberlin responded that if the Hopkinton Precinct cannot support us, then a cistern would be built. We are waiting for a response from the Hopkinton Precinct, Chief Yale and the State.

Ian Tewksbury addressed Superintendent Chamberlin regarding teacher retirement and how up until 8 or 10 years ago the legislature used to contribute a huge percentage towards the teacher retirement. This is no longer the case and he wonders just how many residents know that we, the taxpayers pay 30% into teacher retirement and if this was not the case, would we have a zero line item of deferred maintenance. Mr. Luneau stated that roughly between 3 and 4 million dollars is charged to the Town of Hopkinton and across the State approaching 60 – 70 million dollars a year.

Amanda Gilman asked the Board for a 5 – 10 year master plan, as well as a feasibility study, not the facility feasibility plan that Harriman just did. She feels the Board is being neglectful in not having a long range master plan. She is also very confused and concerned that we are not able to nail down the current numbers and asked the Board to speak as to why the numbers keep changing. Superintendent Chamberlin responded that some of the work in the original contract, example, ceiling tiles – has been done. Along with lighting, insulation and soundproofing.

Mr. Luneau addressed Ms. Gilman in recognizing that it is a commitment to come to meetings every other week to hear what the School Board does, but we do have a ten year capital improvement plan that was put in place nearly a decade ago and continues. He also questioned her assumption of the use of repair and maintenance trust is for deferred maintenance. In the case of emergencies, being able to withdraw from that trust.

Mr. Belanger commented that the Board is doing the best that they can. They may not have all the answers, but feels we are all learning together.

Ms. Durant commented that carrying a deferred maintenance amount is not unusual or extraordinary, but can that amount be managed based on its value. Ms. Durant asked Mr. O'Brien if the town carries a deferred maintenance balance and what is that? Yes, the Town does, as well as 10 year capital improvement plan.

Ms. Clark stated that for the past 15 years she has been giving the Town a copy of the CIP. As far as deferred maintenance in the past 15 years, it was a 3 year average. She also stated that in the past 15 years it has been very difficult to get anything passed, while we may have wanted to do more, we had an issue with budget constraints, thus moving forward with a facility project.

Ms. Durant stated that on December 6, Mr. Chamberlin will be presenting the Superintendents Budget. After that there will be two more meetings, December 13 to discuss further budget discussions and we will have facilities updated and wrapped up. December 20 will be the last meeting to discuss the operating budget.

b. Update: Programmatic Budget

Superintendent Chamberlin distributed the programmatic budget to the board.

Ms. Clark created this report using PowerSchool which is owned by EFinance – our accounting software. This format was run out of different tables. These numbers are for the general fund only and are approved for 2018-19.

Mr. O'Brien asked if he could get the function codes to the line items. He also mentioned that due to the different levels of understanding, the members of the Budget Committee, are looking for more detailed information.

c. Personnel

- i. Requests for Participation in Early Retirement Program – HEA (Action Item) – Lori Aubertin*
- ii. Request for Participation in Early Retirement Program (Board's Discretion) – Jim Brizard*
- iii. MSS Crossing Guard Nomination – Lucy Mink Covello*
- iv. Custodian Resignation (HMHS) – Doris Cayer*

d. Financial: FIRST Robotics Team Regrant Program for \$550.00 (Action Item)

9. Public Comment (2)

Amanda Gilman reiterated the need for a ten year facility plan.

Candace Youngman suggested that the programmatic budget be broken down by grade and cost per student.

Janet Krzyzaniak stated that they have been asking for the programmatic budget since June. A number of members on the Budget Committee would like to see the cost per student per class.

10. Materials Provided

Draft Minutes (3)

Facility Report #3 (Provided under separate cover)

11. Important Dates

December 6: School Board Meeting, MSS

December 13: School Board Meeting, MSS

December 20: School Board Meeting, MSS

December 21: No School, Professional Development

December 21-31: Holiday Recess

January 1: No School, Holiday

January 3: Tentative School Board Meeting

January 13: Tentative Listening Post

ACTION ITEMS

- 12.** The Hopkinton School Board approve the Superintendent's recommendation to approve Harold Martin School Teacher, Lori Aubertin's request to participate in the Early Retirement Program.

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

- 13.** The Hopkinton School Board approve the Superintendent's recommendation to accept a \$550 donation from Autodesk through the FIRST Robotics Team Regrant Program to support HMHS Junior Robotics Club (FTC Program).

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

- 14.** The Hopkinton School Board approve the Superintendent's nomination of Lucy Mink Covello, MSS Crossing Guard.

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 accept HMS Custodian, Doris Cayer's resignation, effective, November 26, 2018.

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

- 16. Nonpublic Session - None**

17. Adjournment

At 8:10 p.m. Ms. Durant 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:

Hopkinton School Board

Liz Durant, Chair, ldurant@sau66.org

Aviva Nestler, Vice Chair, anestler@sau66.org

Matt Belanger, mbelanger@sau66.org

Dave Luneau, dluneau@sau66.org

Jim O'Brien, jobrien@sau66.org

Administration

Steve Chamberlin, Superintendent, 746-5186, schamberlin@hopkintonschools.org

Michelle Clark, Business Administrator, 746-5186 mclark@hopkintonschools.org

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

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