

**Hopedale School Committee  
Minutes of the Meeting of  
Wednesday, August 24, 2016**

Members Present: Lori Hampsch, Chair  
Craig Adams, Vice Chair  
Grace Pool  
Lisa Alberto  
Kristen Poisson

Also Present: Karen Crebase, Superintendent  
Lynne Davis, School Accountant  
Derek Atherton, Jr-Sr High School Principal  
Brian Miller, Memorial School Principal  
Bill Gaine, Athletic Director  
Nick Toupin, Technology Director

The School Committee members met at 5:00 pm at Bright Beginnings Center to tour the school buildings with Superintendent Crebase and Facilities Manager Tom Hammann.

At 5:55 pm, the Chair called the meeting to order in the Media Center at Memorial Elementary School, 6 Prospect Street, Hopedale, Massachusetts, with a quorum present. The Chair welcomed the Superintendent to her first formal School Committee meeting. Mrs. Hampsch also noted the new agenda format and asked the members to offer feedback.

**1. Minutes of June 7 and July 5, 2016** - Upon a motion by Mrs. Alberto which was seconded by Mr. Adams, the Committee unanimously approved the minutes of June 7, 2016. Upon a motion by Mrs. Alberto which was seconded by Mr. Adams, the Committee also unanimously approved the minutes of July 5, 2016.

**2. Correspondence** – No correspondence was presented for review.

**3. Superintendent's Comments** –

**Attendance at Induction Program and Coaching:** Ms. Crebase thanked the School Committee for supporting her participation in the Massachusetts Association of School Superintendents' Induction Program. She will attend eight professional development sessions and has been assigned a coach.

**Hiring Update:** Ms. Crebase announced the hiring of the following new staff members at the Jr-Sr High School- Meghan Asselin, Special Education Teacher; Lisa Cotton Special Education Teacher; Bill Gaine, Athletic Director; Lauren Galiardi, Mathematics Teacher; Debra Hodgins, English Teacher; Suzanne Johnson, Chemistry Teacher; Ronda Palin, Mathematics Teacher; Tim Vaillancourt, Science Teacher; Alex Wersted, History Substitute (Maternity Leave); and at Memorial Elementary School- Jessica Cecchi, Special Education Teacher. She also announced the hiring of Debra Brackett as Transportation Coordinator. Positions still to be filled include an Out-of District Coordinator and School Adjustment Counselor.

**Freedom Street Bridge Construction Work:** The Superintendent reported on a recent meeting at Town Hall regarding the planned closure of the Freedom Street Bridge for repairs. It is anticipated that the bridge will be closed beginning September 7, 2016. Construction is expected to last from September 14 until late November. School busses will be temporarily rerouted to accommodate the construction. Families who will be impacted by the closure have been offered transportation.

**Opening of School:** Ms. Crebase announced that the buildings are being prepared for the first day of school and that staff will return on Monday, August 29, 2016. Students in grades 1 through 12 will begin school on Tuesday, August 30, 2016. Kindergarten students will begin on Wednesday, August 31, 2016.

**4. Committee Response to Superintendent's Comments** - Mrs. Hampsch noted that schools which will be visiting Hopedale to play field hockey at Draper Field should be advised of the bridge closure.

**5. Financial Items**

- **Warrants for Signature:** There were two warrants distributed for signature.
- **Monthly Report:** Mrs. Davis present the monthly report for June 2016. In response to a question by the Committee, Mrs. Davis confirmed that she will address the deficit in the Summer Instruction line which was due to an increase in summer teaching staff.
- **Approval of FY '16 Year End Budget Transfers:** Mrs. Davis presented her recommended year-end budget transfers for fiscal year 2015-2016 which had been previously been approved by the Chair. Upon a motion by Mr. Adams which was seconded by Mrs. Pool, the Committee unanimously voted to ratify the "Year-End Budget Transfers FY 2015-2016" as recommended by Mrs. Davis.
- **FY '16 Final Budget:** Mrs. Davis presented the final report for the 2015-2016 fiscal year.
- **Approval of FY '17 Budget Transfers:** Mrs. Davis presented a recommended reallocation of the 2016-2017 budget. Upon a motion by Mr. Adams which was seconded by Mrs. Poisson, the members unanimously approved the "First Day of School Budget Transfers, Fiscal Year 2016-2017" as recommended by Mrs. Davis.
- **E-rate Funding Update:** The Superintendent explained that a change in the federal government's process for awarding e-Rate funding has impacted several communities, including Hopedale, by delaying the transfer of anticipated funds. Ms. Crebase met with town officials to confirm that the school would expend its general budget funds in anticipation of receiving the e-Rate award and that the Town will reimburse the school when it receives the federal funds.

**6. Committee on Policy**

- **GBEC- Drug Free Workplace:** Upon a motion by Mrs. Pool which was seconded by Mrs. Alberto, the Committee unanimously approved Policy GBEC as drafted.
- **IHAMB – Teaching About Drugs, Alcohol and Tobacco:** Upon a motion by Mrs. Pool which was seconded by Mrs. Alberto, the Committee unanimously approved Policy IHAMB as drafted.
- **JICH – Drug and Alcohol Use by Students:** Upon a motion by Mrs. Pool which was seconded by Mrs. Alberto, the Committee unanimously approved Policy JICH as drafted.

**7. Recognition** - The Superintendent announced that this item would appear regularly on the agenda to provide an opportunity to recognize outstanding projects, events and people throughout the year.

**8. Agenda Items:**

- **Introduction of the new Athletic Director, Bill Gaine** – The Superintendent introduced Mr. Gaine who provided a brief biographical history. He reported that the fields will be ready for the beginning of the competitive season and that the fall student registration evening was successful.
- **Fall Coaching Appointments, Bill Gaine** – Mr. Gaine announced the following coaching appointments for the fall season: Greg LaBossiere, Varsity Boys Soccer; Michael Emus, Junior Varsity Boys Soccer; Katie Bresciani, Varsity Girls Soccer; Anna Koerner, Junior Varsity Girls Soccer; Jessica Rogers, Varsity Field Hockey; Erin Trainor, Junior Varsity Field Hockey; Jim McCallum, Varsity Golf; Andrew Mainini, Varsity Volleyball; Lauren Chase, Junior Varsity Volleyball; Joe Drugan, Varsity Boys Cross Country; and Tim Maguire, Varsity Girls Cross Country.

- **Out-of-State Athletic Events Approval** – Upon a motion by Mrs. Alberto which was seconded by Mr. Adams, the Committee unanimously approved out-of-state athletic trips for the cross country teams to Warwick, Rhode Island on September 24, 2016 to participate in the New Balance Invitational Road Race and to New York City, New York on October 8, 2016 to participate in the Manhattan Cross Country Invitational Road Race.
- **Technology Update, Nick Toupin** – The Superintendent thanked Mr. Toupin for his efforts during the summer and asked him to report on the work that has been completed since June. Recently completed projects include: replacement of all switches and patch panels at the Jr-Sr High School and Memorial School, installation of fourteen smartboards and thirty-six projectors district-wide, replacement of wireless access points to extend capacity, implementation of guest and student wireless systems, replacement of several servers, upgrade of the sixth grade 1:1 devices, several software upgrades at the elementary level, and additional security camera installations. Upon receipt of our e-Rate funding, ethernet wiring at the high school will be replaced, the elementary backup battery for servers will be replaced, and two caching servers for standardized testing will be installed. The School Committee noted their appreciation for Mr. Toupin's high level of expertise and the significant funds he has saved the district. A brief discussion followed regarding the decision to change the sixth grade 1:1 devices from Chromebooks to laptops.
- **New Teacher Orientation Update** – Ms. Crebase reported that all new teachers have attended a two-day orientation program which included technology-based trainings, completion of personnel paperwork, an overview of special education programs, and a review of policies and procedures.
- **Facilities Update Report** – The Superintendent reported on the tour of Bright Beginnings Center and Memorial School which was completed prior to the meeting. She noted that the Jr-Sr High School was not available due to previously scheduled police and fire department training in the building.
- **School Physician Contract** – Ms. Crebase presented a contract between the Hopedale Public Schools and Dr. Carrie Davies Mackay as school physician. Upon a motion by Mr. Adams which was seconded by Mrs. Alberto, the Committee unanimously approved the contract as presented.
- **Summer Curriculum Projects Update** – Mr. Miller and Mr. Atherton reported on summer projects being completed by their staffs. Elementary projects include work on the new science standards in kindergarten, grade 4 and grade 5; team teaching and inclusive lessons across the curriculum in grade 3; a guided reading curriculum in grade 2; reorganization of the literacy libraries; and the development of a resiliency curriculum. Work at the Jr-Sr High School includes curriculum mapping in math, guidance, street law, civics, and business, as well as the development of collaborative teaching curriculum for grade 7 special education, grade 8 mathematics, college preparatory biology, physics, and Spanish.

**9. Audience to Citizens** – There were no citizens present who wished to address the Committee.

**10. School Committee Calendar** – The next meeting of the Committee is scheduled for Tuesday, September 6, 2016.

**Adjournment** – The Chair announced the need to enter executive session for the purpose of conducting a strategy session in preparation for non-union negotiations without reconvening in open session. Upon a motion by Mr. Adams which was seconded by Mrs. Alberto, the Committee unanimously voted to adjourn the meeting at 6:57 pm and to enter executive session for the stated purpose as follows: Mr. Adams – yes, Mrs. Pool – yes; Mrs. Hampsch – yes; Mrs. Poisson – yes; and Mrs. Alberto – yes.

Respectfully submitted,  
 Jeanne McGuane, Recording Secretary  
 APPROVED: September 6, 2016