

**Hopedale School Committee  
Minutes of the Meeting of  
Tuesday, September 6, 2016**

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

Also Present:            Karen Crebase, Superintendent  
                                John McCarthy, Student Representative to the School Committee  
                                Bryan Goldstein, JSHS Student Council Representative  
                                2016 Professional Status Teachers  
                                Lynne Davis, School Accountant  
                                Derek Atherton, Jr-Sr High School Principal  
                                Brian Miller, Memorial School Principal  
                                Matt King, MASS Coach

The School Committee members met at 5:00 pm in the Draper Library at Hopedale Jr-Sr High School for a reception to honor new staff. At approximately 5:45 pm the members toured the Jr-Sr High School building with Superintendent Crebase and Facilities Manager Tom Hammann.

At 6:00 pm, the Chair called the meeting to order in the Media Center at the Jr.-Sr High School, 25 Adin Street, Hopedale, Massachusetts, with a quorum present.

**1. Minutes of August 24, 2016** - Upon a motion by Mr. Adams which was seconded by Mrs. Alberto, the Committee unanimously approved the minutes of August 24, 2016.

**2. Student Representatives' Report – Jr-Sr High School:** Bryan Goldstein reported on recent and upcoming activities, including: the STUCO lock-in in August, the start of the fall sports season, upcoming Grade 7 class elections, Homecoming Weekend, Back-to-School Night, Day in the Park, the coffeehouse, and a clothing drive.

**3. Recognition** – Superintendent Crebase recognized faculty members who have attained professional status after three years of employment. They include high school teachers Jaclyn Alagna, Sara Chen, Genevieve Columbo, Michael Emus, Gregory LaBossiere, and Laura Welch; and elementary teachers Andrea Kelley, Kelli McIntyre, Regan Mello, and Damian Shaughnessy-Noyes.

**4. Superintendent's Comments –**

- **Opening Day for Staff:** The first day of school for staff was August 29, 2016. It included an all-staff meeting, mandated trainings, building-based meetings and time to prepare classrooms for the opening of school.
- **Opening Day for Students:** Students in Grades 1 through 12 began school on August 30, 2016. Kindergarten began on August 31, 2016. The Memorial School and the Jr-Sr High School principals reported a smooth transition into the new year.
- **New Teacher Reception:** A reception was held earlier in the evening to honor the district's newly hired staff, including Bill Gaine, Athletic Director; Debra Brackett, Transportation Coordinator; Memorial School staff members: Jessica Cecchi, special education teacher and Lindsay Kaska, ABA Tech; and Jr-Sr High School staff members: Meghan Asselin special education teacher; Lisa Cotton, special education teacher; Suzanne Johnson, science teacher; Tim Vaillancourt, science

teacher; Debra Hodgins, English teacher; Ronda Palin, mathematics teacher; Lauren Galiardi, mathematics teacher; and Slavka Lee, aide.

- **JH/SH Tour Update:** The Committee members completed their annual tour of the high school building earlier in the evening since there had been a scheduling conflict on August 24, 2016.
- **BBC Orientation:** Bright Beginnings Center had a successful orientation last week and welcomed students to their first day on September 6, 2016.
- **September Early Release Plan:** During the afternoon of September 23, 2016, staff will be engaged in building-based professional development, including a technology training on Google Docs at Bright Beginnings Center, professional learning communities at Memorial School, and curriculum work at the Jr-Sr High School.
- **Out-of-District Coordinator Hiring Update:** The administration has considered a strong pool of candidates and expects to present an offer soon.
- **IT/Technology Position Update:** Applications are being received and will be reviewed within the next few weeks to select candidates for interviews.

5. **Committee Response to Superintendent's Comments** – The Chair thanked the administration and staff for the successful beginning to the school year.

6. **Correspondence** – Superintendent Crebase presented a letter from Hopedale Education Association President Mary Arcudi requesting the opening of negotiations due the expiration of the Unit A and Unit C collective bargaining agreements at the end of the current school year. The School Committee's negotiation team will meet to establish potential meeting dates to share with the HEA.

7. **Financial Items**

- **Warrants for Signature:** There were three warrants distributed for signature.
- **Monthly Report:** Mrs. Davis present the monthly report for August 2016. There was no discussion.

8. **Committee on Policy** – The Superintendent reported that the policy subcommittee will meet later this month.

9. **Agenda Items:**

- **Opening of School Report, Principals** – Mr. Miller reported on the successful first day at Memorial School. He provided enrollment figures, staff statistics, and reported on a new initiative which will result in classes becoming "RRICK certified". He previewed the PLC's that will be offered during the September early release day and noted that Nature's Classroom is scheduled for the week of September 12, 2016.

Mr. Atherton also reported a positive opening day at the Jr-Sr High School. He provided enrollment figures, staff statistics, and reviewed the orientation program that was offered over the summer for new teachers. He reported that teachers will share the common goal of helping students become proficient with informational texts and that the NEASC Two-Year Report is due October 1, 2016.

- **Superintendent's Entry Plan** – Superintendent Crebase presented her Entry Plan which provides the steps that will guide her transition into the role of superintendent. During Phase I, Listening and Learning, Ms. Crebase will become familiar with the community as well as the role of the superintendent in Massachusetts. Phase II, Learning and Leading, will build on Phase I and include the development of strong relationships with the district administrators, teachers, staff and School Committee members. During Phase III, which will continue through the final trimester of the year, her focus will be on Leading and Strategizing which will result in the development of a multi-year Strategic Plan.

A discussion followed regarding Ms. Crebase's plans for reaching out to parents. To assist her decision on the best approach, she plans to survey parents on their preferred method of communication. She also intends to create a webpage for news and information.

- **Superintendent's Goals** – The Superintendent presented three goals to guide her first year as Superintendent. They include: 1) Professional Practice: the development and implementation of an effective entry plan; 2) Student Learning: the continuation of work on curriculum mapping, vertical alignment, and unit development; and 3) District Improvement: moving the district forward and ensuring meaningful progress toward improvement. Each goal includes key actions and benchmarks to monitor its successful completion. Upon a motion by Mrs. Alberto which was seconded by Mr. Adams, the Committee unanimously approved the Superintendent's goals.
- **Introduction of Matt King, Superintendent's MASS Coach** – Ms. Crebase thanked the School Committee for supporting her participation in the Massachusetts Association of School Superintendents' Induction Program and invited her coach, Matt King, to address the members. Mr. King offered a summary of his education experience and his work as a coach for new superintendents. He noted that an important key to a successful district is honest communication between school committee members and their superintendent.
- **Letter of Agreement 2016-2017 Teacher Evaluation** – Ms. Crebase presented the 2016-2017 teacher evaluation agreement with the HEA for approval. The revised letter of agreement parallels the 2015-2016 agreement and replaces the term "teacher" with "educator" and references the new school year.
- **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.

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

11. **School Committee Calendar** – The next meeting of the Committee is scheduled for Tuesday, October 4, 2016.

**Adjournment** – The Chair announced the need to enter executive session for the purpose of conducting strategy sessions in preparation for collective bargaining with the HEA and for contract negotiations with nonunion personnel 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: October 4, 2016