

**Hopedale School Committee
Minutes of the Meeting of
Tuesday, November 1, 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
 Lynne Davis, School Accountant
 William Gaine, Athletic Director
 Derek Atherton, Jr-Sr High School Principal
 Brian Miller, Memorial School Principal
 Susan Mulready, BBC Director

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

1. Minutes of October 4, 2016 - Upon a motion by Mrs. Alberto which was seconded by Mr. Adams, the Committee unanimously approved the minutes of October 4, 2016.

2. Student Representatives' Report – Jr.-Sr. High School: Bryan Goldstein reported on recent and upcoming activities, including: the clothing drive, senior trip to Disney, DECA competition, college fair, November 1st college application deadlines, mock election, STUCO fall meeting, turkey dinner, turkey run, FAST, fall athletics and sports awards, secret snowflake breakfast, winter cotillion, drama club production of *Sleepy Hollow* and the start of the winter sports season.

3. Recognition – Superintendent Crebase recognized student John McCarthy as a student leader and for becoming involved in local government as a recent appointee to the Hopedale Finance Committee. She also recognized student Ryan Coyle for her leadership on the Jr.-Sr. High School Principal Advisory Committee. Teacher Christopher Chatham was recognized for his successful transition as the new Advisor to the Jr.-Sr. High School Student Council. In addition, the teachers and students of the fourth grade at Memorial School were recognized for their outstanding behavior on a recent field trip to Purgatory Chasm.

4. Superintendent's Comments –

- **Professional Development Day:** During the professional development day on October 7th, preschool and kindergarten teachers collaborated on the kindergarten screening process. Grade 1 through Grade 12 teachers worked on MCAS data analysis and curriculum mapping.
- **Senior Trip to Disney:** The senior class enjoyed a successful trip to Disney World in Florida.
- **Tri M Induction:** Twenty-five new members were inducted on October 13th into the Tri M Music Society.
- **PACE Halloween Dance:** Memorial School students enjoyed a Halloween Dance on October 21st which was sponsored by PACE.
- **Ring Dance:** Sophomores received their class rings in an annual celebration at the Community House on October 22nd.

- **Bullying Training at JH/SH:** Assistant Principal Tim Johnson offered an anti-bullying presentation to staff members as well as to seventh grade students.
- **Parent Communication Survey:** The Superintendent shared the results of a survey inquiring about parents' preferred methods of communication. The majority of families who responded prefer to receive an e-newsletter. In addition, the Superintendent is in the process of creating a webpage for the Superintendent's Office.
- **Mock Election:** Ms. Crebase thanked the students and advisors of DECA, the Politics Club, and the Sports and Entertainment Marketing class for organizing the successful mock election which was held at the high school earlier in the day.

5. Committee Response to Superintendent's Comments – There were no questions or comments from the members.

6. Financial Items

- **Warrants for Signature:** There were no warrants distributed for signature.
- **Monthly Report:** Mrs. Davis presented the monthly report for October 2016.

7. Committee on Policy – As recommended by the Policy Committee, members reviewed the following proposed policies for a first reading:

- **JKAA-Physical Restraint** – The Committee compared the currently existing policy with the new draft. A brief discussion followed regarding new procedures.
- **IB-Academic Freedom**
- **IC/ICA-School Year/School Calendar**
- **ID-School Day**
- **IE-Organization of Instruction**

After review, and by consensus, the Committee approved the above listed policies for a final reading.

The Committee also reviewed current policy **IGA-Curriculum Development**. Upon a motion by Mr. Adams which was seconded by Mrs. Alberto, the Committee unanimously affirmed it in its current form.

8. Agenda Items:

- **Athletic Program Review, William Gaine** – Mr. Gaine reported on a successful fall season and thanked the coaches and student athletes for their support during his transition.
- **Winter Coaching Appointments, William Gaine** – Winter coaching assignments were announced as follows: Girls Varsity Basketball- Stephanie Caffrey; Girls Junior Varsity Basketball- Kelly Gallagher; Girls Middle School Basketball- Jane LeClaire; Varsity Ice Hockey- Greg LaBossiere; Junior Varsity Ice Hockey- Mike MacQuarrie; Boys Varsity Basketball- Tony Cordani; Boys Junior Varsity Basketball- Tom D'Urso; Boys Middle School Basketball- Mike Rodrigues; Indoor Track-Tim Maguire and Joe Drugan; and Ski Team- Shawn Ashby. Remaining to be filled are Indoor Track Assistant and Cheer Team positions.
- **Hiring Timeline for PPS Director** – The Superintendent presented a schedule for the Pupil Personnel Services Director Search which will begin at the end of November and continue until the presentation of the successful candidate to the Committee on March 7, 2017. She also shared the potential members of the interview team and site visit team. Ms. Crebase welcomed representation from the School Committee and invited interested members to contact her.
- **Official October Enrollment Numbers** – The Superintendent reported that the district foundation enrollment as of October 1 is 971. The district enrollment for all students is 1138.

- **MCAS Analysis Report** – The Superintendent reviewed recently released MCAS data and noted areas of accomplishment as well as recommended action steps towards improvement. Highlighted successes included 10th grade ELA and Math scores, 9th grade Biology scores, and improved results throughout the district in ELA, Math, and Science/Technology/Engineering. Action steps include working to improve students’ reading and analysis skills, providing additional support in math to struggling students, and integrating new science standards into the curriculum. In addition to providing current data, Ms. Crebase shared historical data, growth statistics, and comparisons to demographically similar and neighboring districts. She concluded that Hopedale compares very favorably to area communities and to the state averages. The Superintendent commended staff and students for their successes.
- **District Strategic Plan Timeline** – Ms. Crebase shared a timeline for the development of a 3-5 year strategic plan. Work will begin this fall with an assessment of the district’s mission statement and vision. By the end of the school year, a final strategic plan will be presented for approval. It is expected that the strategic plan will direct the district’s focus and decision-making for the next several years.
- **School Improvement Plan Updates** –
 - Bright Beginnings Center** - Director Susan Mulready highlighted continuing work on curriculum mapping and assessments, integrating social skills programs, and improving the school's landscaping and outdoor play areas. A primary goal is to improve outreach to families and offer parenting skill training and support.
 - Memorial Elementary School:** Principal Brian Miller highlighted ongoing curriculum mapping, improved evaluation practices, implementing RRICK expectations, staff SEI endorsements, anti-bullying initiatives, and outreach to families through a weekly email. A priority will be analyzing math instructional strategies.
 - Jr.-Sr. High School:** Principal Derek Atherton highlighted continuing work on curriculum maps and verifying that mapped curriculum reflects the taught curriculum, the review of statistical data to improve student learning, working with the HEA to ensure an effective evaluation process, the analysis of assessment methods, and identification of and support for students' social and emotional needs along with the development of programs to address those needs.

9. **Correspondence** – The Committee reviewed the notice of school council meetings for Memorial School and a legislative bulletin dated October 12, 2016.

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 December 6, 2016.

Adjournment – The Chair announced the need to enter executive session to discuss strategy with respect to collective bargaining with the HEA and litigation since an open meeting would have a detrimental effect on the Committee’s positions, 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 7:20 pm and to enter executive session for the stated purposes 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: December 6, 2016