

**Hopedale School Committee
Minutes of the Meeting of
Tuesday, March 7, 2017**

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

Also Present: Karen Crebase, Superintendent
Lauren Kelly and Bryan Goldstein, JSHS Student Council Representatives
Lynne Davis, School Accountant
Chris Bullock, ClearGov Representative
Darius Corcoran, Tech/Ed Technician
Nick Toupin, Technology Director
Susan Mulready, BBC Director
Karen Daige, Daycare Director
Derek Atherton, Jr.-Sr. High School Principal
Brian Miller, Memorial School Principal

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 February 7, 2017 - Upon a motion by Mrs. Pool which was seconded by Mrs. Poisson, the Committee unanimously approved the minutes of February 7, 2017.

2. Student Representatives' Report –Ms. Kelly and Mr. Goldstein reported on recent and upcoming events at the Jr.-Sr. High School including: the DECA state competition, All-State Music Concert, Dessert Extravaganza, All School Music Night, Clark Tournament, Penny Wars, STUCO Hyannis Leadership Conference, NHS blood drive, Diversity Week, Mr. Hopedale, and a winter sports update.

3. Superintendent's Comments –

- **Early Release Professional Development-** During the February professional development day, high school staff attended a presentation on SQ4R reading strategies, the elementary staff attended a presentation by Scholastic regarding on-line reading, and preschool staff prepared for kindergarten screening.
- **Opioid Task Force Update-** As members of the Town's Opioid Task Force, the Superintendent and Mr. Atherton will be working on drug, alcohol, and tobacco awareness programs for students and families.
- **Rotary Club Luncheon-** The Superintendent was recently invited to speak at the Rotary Club's monthly meeting. She introduced her herself to the group and shared the successes of student Cassidy Rodrigues who is spending the year in Thailand through the Rotary Club's exchange program.
- **WMRC Student Leadership Award, Jake Weaver-** Congratulations were extended to senior Jake Weaver who has been awarded the Dean Bank Student Leadership Award. Mr. Weaver was interviewed by local radio station WMRC.
- **Computer-Based Testing Update-** MCAS tests for grades 4 and 8 will be completed online this year. Staff, students, and the technology department are preparing for the new protocol. Online MCAS testing will be expanded to additional grades next year.

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

5. Financial Items

- **Warrants for Signature:** There were no warrants distributed for signature.
- **Monthly Report of Warrants and Payroll:** The Committee reviewed the monthly reports presented by Mrs. Davis. Upon a motion by Mrs. Pool which was seconded by Mrs. Alberto, the members unanimously voted to approve the payment of warrants dated February 1, 10, 17, and 24, 2017 in the amount of \$261,697.45. Upon a motion by Mr. Adams which was seconded by Mrs. Pool, the members unanimously voted to approve the payment of payroll warrants dated February 11 and 25, 2017 in the amount of \$811,982.08.
- **Monthly Budget Report:** Mrs. Davis presented the monthly report for February 2017.
- **FY 2016 Independent Accountants' Report:** Mrs. Davis presented the Independent Accountants' Report on Applying Agreed-Upon Procedures for the fiscal year ending June 30, 2016. She noted that there were no findings.
- **Technology Proposal for BYOD:** The Superintendent and Mr. Toupin presented a proposal for the purchase of mobile devices and charging stations to support the implementation of the upcoming BYOD pilot program. The devices will be available for students who are part of the pilot program but do not bring their own devices to school. The purchase will include Chromebooks, laptops, and charging stations for the Jr.-Sr. High School and Memorial School. Upon a motion by Mrs. Alberto which was seconded by Mr. Adams, the Committee unanimously voted to approve the recommended purchases in the amount of \$10,400.
- **Capital Improvement Request:** The Superintendent presented a draft capital request seeking funding for the third year of the district's five-year purchase/lease of three school buses in the amount of \$46,769.00 and the purchase of a van to support the increasing transportation needs for the preschool, out-of-district placements, and small sports and club team events in the amount of \$36,232. After a brief discussion and upon a motion by Mr. Adams which was seconded by Mrs. Pool, the Committee unanimously voted to forward the capital request to the Finance Committee.

6. **Committee on Policy** –Members reviewed the following proposed policies for a final reading: ECAF-Security Camera System, IHBA-Observations of Special Education Programs, IHBEA-English Language Learners, and IHBF-Homebound Instruction. After review, the Committee unanimously approved the policies for adoption upon a motion by Mrs. Pool which was seconded by Mrs. Alberto.

7. Agenda Items:

- **ClearGov Presentation** – The Superintendent introduced Mr. Chris Bullock of ClearGov who presented a new analytic data system being marketed to cities, towns, and school districts to provide context for public data that is available from the Massachusetts Department of Revenue, the DESE, and other sources. A subscription to ClearGov.com allows decision makers and the public to review student and employee data, funding, expenditures, and trends for their locale and others. The town offices and school department are considering the purchase of ClearGov as a way to share information with the public and as a tool to inform decision-making.
- **Introduction of Darius Corcoran** – Ms. Crebase introduced Darius Corcoran who is serving in the technology department as an educational and technology technician. Mr. Corcoran's responsibilities include helpdesk, the creation of tutorials, infrastructure support, and coaching.
- **Technology Update** – Technology Director Nick Toupin updated the Committee on current initiatives, including the implementation of the BYOD pilot program, the MCAS computer based testing protocol which will be used this spring with students in grades 4 and 8, smartboard installations, and a printing station solution. Projects planned for the summer include the replacement of old security cameras; upgrading the high school's internal Ethernet wiring to category 6; the replacement of three servers, 150 teacher workstations, 40 administrative workstations, and science and math laptop carts; the acquisition of additional mobile devices; and increasing bandwidth.

- **Spring Coaching Assignments** – The Superintendent announced the following spring coaching assignments: Josh Crescenzi, Varsity Baseball; Keith Solle, Junior Varsity Baseball; Shanna Lathrop, Varsity Softball; Jane LeClaire, Junior Varsity Softball; Dylan Lindsey, Boys Tennis; Amy Wersted, Girls Tennis; Eric Moxim, Varsity Boys Lacrosse; Tim Pizzarelli, Junior Varsity Boys Lacrosse; Jessica Rogers, Varsity Girls Lacrosse; Sheila Hevey, Junior Varsity Girls Lacrosse; Joe Drugan, Boys Track and Field; and Tim Maguire, Girls Track and Field. The Assistant Track and Field position is not yet filled.
 - **2017-2018 Calendar Review** – The Superintendent noted that the currently scheduled early release day for May 2018 may be changed in the final draft, which will be brought forward for final approval at the April meeting. The calendar is currently being reviewed by members of the HEA.
 - **Strategic Plan, Theory of Action** – Ms. Crebase presented the Theory of Action which will be included in the district's strategic plan to help assess whether the strategic objectives lead to expected growth in student performance. The actions, which were developed by the administrative team, include setting high expectations, providing appropriate curricula, analyzing data to inform teaching, providing for staff growth, ensuring that programs meet the needs of all learners, and supporting family connections with the schools.
 - **BBC Program Plan** – Mrs. Mulready presented a proposal, developed jointly with Ms. Daige, to add full day programming for three year-olds at Bright Beginnings Center, as well as before and after school programs. Their recommendation is based on a survey which indicated a community need. A chart of anticipated net revenues, program descriptions, and copies of enrollment forms were reviewed. Registrations are ongoing and updates will be provided at future meetings. The Committee, by consensus, unanimously supported the program expansion.
 - **Field Trips** – The Superintendent presented three requests for field trips which require Committee approval. DECA Advisor Talitha Oliveri requested approval to bring students to the Career Development Conference from March 9 to March 11, 2017. Upon a motion by Mrs. Alberto which was seconded by Mr. Adams, the Committee unanimously approved the overnight trip. Mrs. Oliveri also requested approval for DECA students to attend a Red Sox game on May 25, 2017. Upon a motion by Mr. Adams which was seconded by Mrs. Pool, the members unanimously approved the request for the late evening trip. Finally, Band Director Tony Beaudry requested approval to bring students to the All-State Concert in Boston from March 9 to March 11, 2017. Upon a motion by Mrs. Pool which was seconded by Mrs. Poisson, the members unanimously approved the overnight trip.
8. **Correspondence** – The Committee reviewed an invitation from MASC to attend a legislative breakfast and a letter from Brian McCarthy, Hopedale Booster Club Race Director, regarding the annual 5K Road Race to be held on May 7, 2017. By consensus, the members endorsed the race.
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 a budget workshop scheduled for March 21, 2017. The next regular business meeting is scheduled for April 4, 2017.

Adjournment – The Chair announced the need to enter executive session to conduct a strategy session in preparation for negotiations with nonunion personnel and for collective bargaining with the HEA- Units A and C since an open meeting would have a detrimental effect on the Committee's position, without reconvening in open session. Upon a motion by Mr. Adams which was seconded by Mrs. Poisson, the Committee unanimously voted to adjourn the meeting at 7:07 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: April 4, 2017