

**Hopedale School Committee  
Minutes of the Meeting of  
Tuesday, December 4, 2018**

Members Present: Lisa Alberto, Chair  
Craig Adams  
Alysia Butler  
Jennifer McKeon

Members Absent: Lori Hampsch

Also Present: Karen Crebase, Superintendent  
Jackson Tahmoush, Student Representative to the School Committee  
Mikayla Evans and Matt Costanza, JSJS Student Council Representative  
Lynne Davis, School Accountant  
Megan Ashton, Pupil Personnel Services Director  
Derek Atherton, Jr.-Sr. High School Principal  
Brian Miller, Memorial School Principal  
Susan Mulready, Bright Beginnings Center Co-Director  
Kristen Poisson, Bright Beginnings Center Director

At 5:00 pm, the meeting was called to order by the Chair in the Media Center at the Jr.-Sr. High School, 25 Adin Street, Hopedale, Massachusetts, with a quorum present.

1. **Minutes of November 6, 2018** - Upon a motion by Mr. Adams which was seconded by Mrs. McKeon, the Committee unanimously approved the minutes of November 6, 2018.
2. **Student Representatives' Report – Jr.-Sr. High School:** Mikayla Evans and Matt Costanza reported on recent and upcoming activities, including: a DECA fundraiser, the annual turkey dinner, turkey run, FAST, the winter cotillion, tree lighting, FinFit Fair, start of the winter sports season, Toys for Tots collection, winter concerts, DECA district competition, and auditions for the spring musical.
3. **Superintendent's Comments** – The Superintendent reported on the Jr.-Sr. High School's annual turkey dinner, the recent production of *Arsenic and Old Lace*, and the Business Honor Society induction ceremony. She also announced that recent Project Lead The Way grant applications which were submitted by Memorial School and the Jr.-Sr. High School have been advanced to the next level of review.
4. **Committee Response to Superintendent's Comments** – There were no questions or comments from the members.
5. **Financial Items** - The monthly warrant reports for November were presented by Mrs. Davis.
  - **Monthly Report of Accounts Payable Warrants:** Upon a motion by Mr. Adams which was seconded by Mrs. Butler, the members unanimously voted to ratify the payment of five accounts payable warrants dated: October 30, November 8, 16, 20 and 21, 2018 in the amount of \$ 239,666.16.
  - **Monthly Report of Payroll Warrants:** Upon a motion by Mr. Adams which was seconded by Mrs. Butler, the members unanimously voted to ratify the payment of two payroll warrants dated: November 8 and 21, 2018 in the amount of \$ 931,312.15.
  - **Monthly Budget Report:** Mrs. Davis presented the monthly budget report for November 2018.
  - **Warrants for Signature:** There were no warrants for signature.
  - **Budget Transfers:** After review and upon a motion by Mr. Adams which was seconded by Mrs. McKeon, the members unanimously voted to approve the budget transfers recommended by Mrs. Davis and reflected in the "December 2018 Budget Transfer Summary - Fiscal Year 2018-2019".

## 6. Committee Reports

- **Committee on Policy:** The Chair presented the Policy Timeline and reviewed five policies for a second and final reading:

**JF – School Admissions**

**JFABC - Admission of Transfer Students**

**JFABD – Homeless Students: Enrollment Rights and Services**

**JFABE – Educational Opportunities for Military Children**

**JFABF – Educational Opportunities for Children in Foster Care**

Upon a motion by Mr. Adams which was seconded by Mrs. Butler, the members unanimously voted to approve policies JF, JFABC, JFABD, JFABE, and JFABF for adoption.

As recommended by the policy committee, members reviewed the following policies for a first reading:

**ADC-Tobacco Products on School Premises Prohibited**

**DJE - Procurement Requirements**

The proposed revisions incorporate language suggested by MASC. After review, and by consensus, the Committee approved the policies for a final reading.

- **Committee on Fields:** Mrs. McKeon reported on the recent meeting of the Recreational Field Ad Hoc Committee. The committee members had discussed Phillips Field, Draper Field, and Harmony Lot A as possible development sites. Initial proposals from two engineering firms: Camp, Dresser and McKee, Inc. and Gale Associates, Inc. will be presented on December 5, 2018. The committee is also developing a preliminary needs list and is seeking input from residents through a survey. Mr. Atherton added that he attended site visits to several fields with representatives from each engineering team.
- **Committee on Public Relations:** Mrs. Butler reported that discussions at the initial meeting included the committee's purpose, goals, key action steps, and methods of communication, which may include social media. When the committee's direction has been finalized, a proposal will be brought to the School Committee for approval.

## 7. Agenda Items

- **Special Education Report:** PPS Director Megan Ashton outlined current special education programs and highlighted accomplishments at Bright Beginnings Center, Memorial School and the Jr.-Sr. High School. At the preschool, the Director noted the addition of Kristen Poisson as part-time director, the creation of a fifth classroom, and the implementation of new curriculum. Memorial School currently supports a staffing plan with special education teachers at each grade level, and recently enhanced the Learning Center and the Flex Center. The Jr.-Sr. High School offers collaborative teaching, a substantially separate program, an expanded Teens Night Out program, and the BRIDGE Program for transitioning students. Ms. Ashton added that DESE has completed their on-site review and offered favorable preliminary feedback. A brief discussion followed regarding the extended year program, which is currently being reviewed.
- **School Choice Spending Update:** The Superintendent reported that previously approved school choice purchases have been completed and include the purchase of a van to offset transportation costs, the enhancement of security measures throughout the district, and technology purchases at the preschool and elementary school, all totaling \$130,000.
- **Recommendations for School Choice Spending:** The Superintendent recommended the purchase of an additional van to further offset transportation costs. Upon a motion by Mr. Adams which was seconded by Mrs. Butler, the Committee unanimously voted to approve the purchase. Mr. Adams inquired about the efficiency of supporting a district transportation program as compared to contracting out transportation services. The Superintendent will provide additional information.
- **Facilities Update:** Recent projects throughout the district include planning for playground improvements and painting at the preschool, cleaning of the oil tank and tree trimming at the elementary school, and the completion of grounds work and LED light installation at the Jr.-Sr. High School. The Superintendent reported that the Town's bond process is continuing and will provide additional funding for the schools when it is complete.

- **Winter Coaches Update** – The Superintendent provided an updated list of winter coaches to reflect the addition of Colby Mulry as JV Hockey Coach and Sarah Rafferty as Indoor Track Coach.

**8. Correspondence** – The Committee reviewed the National School Board Association’s list of policy codes. Mr. Adams inquired about the process by which specific policies are chosen for adoption and a brief discussion followed.

**9. Audience to Citizens** – There were no comments from members of the audience.

**10. School Committee Calendar** – The next meeting of the Committee is scheduled for Tuesday, January 8, 2019.

Upon a motion by Mr. Adams which was seconded by Mrs. McKeon, the Committee unanimously voted to adjourn the meeting and the Chair declared the meeting adjourned at 5:39 pm.

Respectfully submitted,  
Jeanne McGuane, Recording Secretary  
APPROVED: January 8, 2019