

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

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

Also Present: Karen Crebase, Superintendent
Jackson Tahmoush, Student Representative to the School Committee
Mikayla Evans and Matt Costanza, JSBS Student Council Representatives
Lynne Davis, School Accountant
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

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 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 21, 2018 - Upon a motion by Mrs. Hampsch which was seconded by Mr. Adams, the Committee unanimously approved the minutes of August 21, 2018.

2. Student Representatives' Report – Jr.-Sr. High School: Mikayla Evans and Matt Costanza reported on recent and upcoming activities, including: Grade 7 Orientation, STUCO lock-in, the start of the fall sports season, upcoming Grade 7 class elections, Back-to-School Night, Day in the Park, the coffeehouse, clothing drive, annual college fair, drama auditions, a tea for new staff, homecoming, the senior class trip to Disney and Tri-M Honor Society induction.

3. Superintendent's Comments –

- **Staffing Update:** The Superintendent reported that Shanna Lathrop has been appointed to fill the open girls' junior varsity soccer coach position. Ms. Crebase also announced that an occupational therapist has been contracted pending the hiring of a permanent staff member, a two-week Spanish substitute teacher is being sought, and interviews are scheduled for the part-time reading specialist position and several aide positions.
- **Opening Day for Staff:** The first day for staff was August 27, 2018. At the opening day meeting, the Superintendent reviewed the district strategic plan and the 2018-2019 professional development plan. The staff also received training on epi-pen use, the needs of hearing impaired students, and civil rights.
- **Opening Day for Students:** Students in Grades 1 through 12 were welcomed back to school on August 28, 2018. Kindergarten and preschool students began the new year on August 29, 2018.
- **BBC Orientation:** Bright Beginnings Center held a successful orientation for parents and students on August 28, 2018.
- **Kindergarten Orientation:** The orientation program for kindergarten students and parents on August 28, 2018 was also a success.

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

5. **Financial Items**

- **Monthly Report of Accounts Payable Warrants:** The Committee reviewed the monthly warrant report for August as presented by Mrs. Davis. Upon a motion by Mrs. Hampsch which was seconded by Mr. Adams, the members unanimously voted to ratify the payment of eight August accounts payable warrants dated: August 7, 2018 (for FY17) in the amount of \$1,378.43; August 9 and 16, 2018 (for FY18) in the amount of \$12,415.25; and August 3, 7, 9, 16 and 23, 2018 (for FY19) in the amount of \$297,710.39.
- **Monthly Report of Payroll Warrants:** Upon a motion by Mrs. Hampsch which was seconded by Mr. Adams, the members unanimously voted to ratify the payment of six payroll warrants dated: August 2 and 16, 2018 (for FY18) in the amount of \$252,656.94; and August 2, 16, 30 and September 1, 2018 (for FY19) in the amount of \$597,871.07.
- **Monthly Budget Report:** Mrs. Davis presented the monthly budget report for August 2018.
- **Warrants for Signature:** There were no warrants distributed for signature.

6. **Agenda Items:**

- **Technology Update:** Technology Director Nicholas Toupin reported on completed summer projects including: the replacement and installation of fiber optic cables to increase internet speeds throughout the district; the deployment of a new web filter, firewalls, and anti-virus software; the rewiring of BBC; the installation of a new district-wide telephone system; and device upgrades and purchases which include laptops, carts, devices for testing, Smart Boards, projectors, televisions, security monitors and cameras. A discussion followed regarding foreseeable technology needs, including additional Smart Boards, and the types of student assessments which will be performed on the new devices for testing. The Superintendent recognized Mr. Toupin for his hard work and for implementing plans which increase efficiency and result in savings to the district.
- **Opening of School Reports:**
 - Mr. Atherton reported an excellent opening day at the Jr.-Sr. High School. The beginning enrollment was 482 students with 63 attending through the school choice program. There are 80 students enrolled in the twelfth grade and 87 in the seventh grade. He reviewed the senior class activities on the first day and noted that all students will be receiving training on ALICE protocols and school policies regarding threats and bullying. Finally, Mr. Atherton reported that Back-to-School Night will be held on September 27, 2018.
 - Mr. Miller reported on the positive first day at Memorial School. He noted that the opening day enrollment was 525 students with 21 new students. Upcoming activities include a Family Night for ESL students on September 20, Back-to-School Night for kindergarten through grade 5 on September 13, and Nature's Classroom. Students were introduced to the values of RICK and classroom expectations.
 - Mrs. Mulready and Mrs. Poisson reported on the successful start at BBC. New parenting curriculum videos are being shared with families to view at home and the new math curriculum is being implemented in classrooms. Curriculum Night is scheduled for September 20. It was also announced that enrollments in all classes are full.
- **Superintendent's Goals:** The Superintendent presented four goals which will guide her third year as Superintendent. They include: 1) Professional Practice: refinement of administrative meetings to build professional knowledge and collegiality; 2) Student Learning: the development of academic and extracurricular opportunities at Memorial School for accelerated learners; 3) Student Learning: revision and review of the college admission process at the high school; and 4) District Improvement: implementation of the district strategic plan. Each goal includes key actions and benchmarks to monitor its successful completion. Upon a motion by Mr. Adams which was seconded by Mrs. Butler, the Committee unanimously approved the Superintendent's 2018-2019 goals.

- **School Committee Goals:** The Committee reviewed draft goals presented by the Chair. The goals address the members' professional development, maintaining the member orientation manual, work on updating policies, the development of a public relations subcommittee to prepare a public relations plan for approval, and creating a responsible budget. A discussion followed regarding the purpose of the public relations committee and whether it is a vehicle to promote the schools or to generate interest in the activities of the School Committee. Upon a motion by Mr. Adams which was seconded by Mrs. Butler, the Committee unanimously approved the 2018-2019 goals as drafted. An additional member of the Public Relations Committee will be selected at the next meeting.
7. **Correspondence** – Superintendent Crebase presented the September calendar from Memorial School.
 8. **Audience to Citizens** – There were no citizens present who wished to address the Committee.
 9. **School Committee Calendar** – The next meeting of the Committee is scheduled for Tuesday, October 2, 2018.

Respectfully submitted,
Jeanne McGuane, Recording Secretary
APPROVED: October 2, 2018