

**Hopedale School Committee  
Minutes of the Meeting of  
Tuesday, October 3, 2017**

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

Also Present: Karen Crebase, Superintendent  
Ryan Coyle, Student Representative to the School Committee  
Jenn Holland and Ben Tamoush, JSJS Student Council Representatives  
Lynne Davis, School Accountant  
Brian Miller, Memorial School Principal  
Derek Atherton, Jr.-Sr. High School Principal  
Jill St. Martin, Guidance Counselor

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 September 5, 2017** - Upon a motion by Mrs. Alberto which was seconded by Mrs. Hampsch, the Committee unanimously approved the minutes of September 5, 2017.

2. **Student Representatives' Report – Jr.-Sr. High School:** Jenn Holland and Ben Tamoush reported on recent and upcoming activities, including: Day in the Park, Homecoming, the Spanish exchange program, the election of seventh grade officers, the annual tea for new staff members, Back to School Night, honor society induction ceremonies, a clothing drive, the upcoming senior class trip to Disney World, the annual turkey dinner and turkey run, the annual coffeehouse, the fall production of *The Outsiders*, and STUCO and DECA fall meetings.

3. **Recognition** – The Superintendent passed over this item.

4. **Superintendent's Comments** –

- **Curriculum/Back to School Nights-** The Superintendent reported on the successful Curriculum and Back to School Nights recently held at Bright Beginnings Center, Memorial Elementary School and the Jr.-Sr. High School.
- **BICO Professional Development Meeting-** Ms. Crebase reported that she has been invited to join BICO's newly established professional development committee.
- **Homecoming Weekend-** The weekend included a Jr.-Sr. High School pep rally on Friday afternoon and five varsity contests which culminated in a 3-1-1 record for the school.
- **Atria Draper Place Supply Drive for Memorial School-** The Superintendent noted her appreciation to the residents of Atria Draper Place for their recent donation of school supplies to Memorial School.
- **Professional Development Day, October 6, 2017-** During the first part of the day, teachers will attend workshops sponsored by the Blackstone Valley Curriculum Consortium on evidence-based strategies and envisioning the future of education. The latter part of the day will be spent in activities at each building.

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

## 6. Financial Items

- **Monthly Report of Accounts Payable Warrants:** The Committee reviewed the monthly warrant report for September as presented by Mrs. Davis. Upon a motion by Mrs. Alberto which was seconded by Mrs. Pool, the members unanimously voted to ratify the payment of eight accounts payable warrants dated September 1, 5, 8, 15(three) and 22 (two) in the amount of \$247,341.02.
- **Monthly Report of Payroll Warrants:** Upon a motion by Mrs. Alberto which was seconded by Mrs. Pool, the members unanimously voted to ratify the payment of three September payroll warrants dated September 7, 14 and 28 in the amount of \$1,018,569.
- **Monthly Budget Report:** Mrs. Davis presented the monthly budget report for September 2017.
- **Warrants for Signature:** There were no warrants distributed for signature.
- **Budget Transfer Request:** Mrs. Davis requested approval to transfer \$330,776 from the tuition account (9300/9400) to Pupil Personnel Services (2110) - \$7,602; Medical Services (2320) - \$35,067; Teaching Aides (2330) - \$277,010; and Guidance (2710) - \$11,097. Upon a motion by Mrs. Alberto which was seconded by Mrs. Pool, the Committee unanimously voted to approve the transfer as presented.
- **School Choice Budget Request:** The Superintendent requested approval to use school choice funds to purchase an air conditioning unit for the Memorial School server room in an amount between \$6,500 and \$9,000; and LED lighting for the Jr.-Sr. High School auditorium in the amount of \$11,150. Upon a motion by Mrs. Alberto which was seconded by Mrs. Pool, the Committee unanimously voted to approve the purchases from the school choice account.

7. **Committee on Policy:** The Superintendent presented a draft timeline for the 2017-2018 review of School Committee policies. Meetings of the policy sub-committee will begin in October and continue through May. Draft policies will be brought forward for approval by the full committee throughout the year.

## 8. Agenda Items:

- **Strategic Plan Update** – Ms. Crebase reported that the district strategic plan has been shared with the staff and that building administrators will be using it as a template to create their school improvement plans.
- **Transportation Update** – The Superintendent reported that 146 Jr.-Sr. High School students and 277 elementary students have been assigned bus passes. There are three high school routes, five elementary routes and one preschool route. For the 2018-2019 school year, Transportation Coordinator Deb Brackett plans to move the registration process from June to April and will be offering an online process. It was reported that future capital needs may include the replacement of spare buses and the acquisition of a larger vehicle for preschool transportation.
- **Annual Guidance Report** – Mr. Atherton and Guidance Counselor Jill St. Martin reviewed important upcoming dates, the post-secondary plans and GPA profile for the Class of 2017, and student inclusion opportunities such as LOOP and Advisor/Advisee. They also reported on standardized test data, including scores for recently administered PSAT, SAT, ACT, and AP tests. New course offerings were highlighted, including Explore 11- Standardized Test Prep. Discussions included AP class sizes and scores, students' participation in SAT vs. ACT testing, offering a pre-ACT test, and college recognition of AP participation.
- **Out-of-State Field Trips** – The Superintendent presented two requests for students to travel to the Trinity Repertory Theater in Providence, Rhode Island. On November 14, 2017, seniors will attend *Death of a Salesman* and on March 8, 2018, sophomores will attend *Othello*. The field trips were unanimously approved upon a motion by Mrs. Alberto which was seconded by Mrs. Pool.

9. **Correspondence** – The Committee reviewed an annual meeting notice from MASC dated September 7, 2017 and a flyer announcing the MASC/MASS Joint Conference.

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, November 7, 2017.

**Adjournment** – The Chair announced the need to enter executive session to discuss the reputation, character, physical condition or mental health, rather than the professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual. The Committee would not be reconvening in open session. Upon a motion by Mrs. Hampsch which was seconded by Mrs. Alberto, the Committee unanimously voted to adjourn the meeting at 7:10 pm and to enter executive session for the stated purpose as follows: Mr. Adams – yes; Mrs. Hampsch – yes; Mrs. Poisson – yes; Mrs. Pool – yes; and Mrs. Alberto – yes.

Respectfully submitted,  
Jeanne McGuane, Recording Secretary  
APPROVED: November 7, 2017