

**Hopedale School Committee  
Minutes of the Meeting of  
Tuesday, April 3, 2018**

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

Also Present: Karen Crebase, Superintendent  
Jen Holland and Ben Tahmouh, JSHS Student Council Representatives  
Mikayla Evans and Jackson Tahmouh, JSHS Student Council Representatives (2018-2019)  
Lynne Davis, School Accountant  
Mark Giovanella, Hopedale Police Chief  
Dave McMorrow, Hopedale Deputy Fire Chief  
Derek Atherton, Jr.-Sr. High School Principal  
Brian Miller, Memorial School Principal  
Susan Mulready, BBC Director

At 6:02 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 March 6 and 20, 2018** - Upon a motion by Mrs. Hampsch which was seconded by Mrs. Poisson, the Committee unanimously approved the minutes of March 6, 2018 and March 20, 2018.

**2. Student Representatives' Report – Jr.-Sr. High School:** Mikayla Evans and Jackson Tahmouh reported on recent and upcoming activities, including: the DECA state competition, Penny Wars fundraiser, STUCO Hyannis Leadership Conference, NHS blood drive, the musical production *You're a Good Man, Charlie Brown*, Mr. Hopedale, MCAS testing, the start of Quarter 4, Booster's 5k road race, music trip to Williamsburg, and upcoming end of year celebrations.

**3. Recognition** – The Superintendent announced that DECA has awarded Platinum Awards to Consigli Construction and Hillview Leasing Company in recognition of their support of the program's fundraising efforts to attend the upcoming international competition in Atlanta, Georgia.

**4. Superintendent's Comments** –

- **Early Release Professional Development-** The Superintendent thanked SEPAC for sponsoring Jessica Minahan's presentation to the staff on the March 9, 2018. Ms. Crebase noted that the shared strategies will benefit all staff and students.
- ***You're a Good Man, Charlie Brown-*** Congratulations were extended to the cast and crew of this year's spring musical production.
- **Destination Imagination-** The Superintendent acknowledged the dedicated parents, staff, volunteers and students who participated in this year's event which provided students a valuable team building experience.
- **DECA State Competition-** Ms. Crebase congratulated the DECA students who recently competed at the state level and learned valuable business skills for the future.
- **Thank You to Highway Department-** Ms. Crebase acknowledged the Town's highway department for their dedication and hard work to keep our roads safe this winter.
- **Update on Staffing Postings and Hiring Process-** Vacancies have been posted for the positions of part-time preschool director, athletic director, and computer science teacher. Interview teams will be established for each position.

- **ASA Middle School STEAM Grant-** Ms. Crebase announced a \$125,000 grant from American Student Association (ASA) to establish a middle school computer science gateway. The funds will be used to develop curriculum, plan units, and provide professional development. She thanked ASA for this exceptional opportunity to enhance the education of Hopedale's students.

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

**6. Financial Items/Budget -**

- **Monthly Report of Accounts Payable Warrants:** The Committee reviewed the monthly warrant report for March 2018 as presented by Mrs. Davis. Upon a motion by Mrs. Pool which was seconded by Mrs. Poisson, the members unanimously voted to ratify the payment of five accounts payable warrants dated February 26, 28, March 6, 15, and 21, 2018 totaling \$ 201,926.33.
- **Monthly Report of Payroll Warrants:** Upon a motion by Mrs. Pool which was seconded by Mrs. Poisson, the members unanimously voted to ratify the payment of three March 2018 payroll warrants dated March 1, 15, and 29, 2018 7 totaling of \$ 1,318,926.31.
- **Monthly Budget Report:** Mrs. Davis presented the monthly budget report for March 2018.
- **Warrants for Signature:** There were no warrants distributed for signature.
- **Independent Accountants' Report for FY 2017** – Mrs. Davis briefly reviewed the report and noted that there were no findings.
- **Update and Review of Preliminary FY 2019 Budget** - The Superintendent reported that there have been no changes made to the preliminary budget since the last meeting and that she is awaiting confirmation of the Finance Committee's final budget recommendation.

Upon a request by the Superintendent, the Chair moved to the first agenda item.

**8. Agenda Items:**

- **Emergency Preparedness Planning** – The Superintendent welcomed Chief Giovanella and Deputy Chief McMorrow and thanked them for their collaboration with the schools. She reviewed her recent communications to staff and parents regarding the district's preparedness for emergencies and noted that a four-prong approach has been implemented to guide planning. These include: security of the buildings, education and training, social and emotional support for students and staff, and planning and practice. Specific examples of each were provided. A discussion followed regarding the district's continuous focus on safety in our schools, drill procedures, and the administration's plan to present a recommendation for infrastructure improvements.

The Chair returned to the regular agenda.

**7. Committee on Policy:** The following policies were reviewed for a final reading and unanimously approved upon a motion by Mrs. Hampsch which was seconded by Mrs. Poisson:

**IL – Evaluation of Instructional Programs and IMD – School Ceremonies and Observances**

The Superintendent recommended the rejection of policy **IMB – Teaching about Controversial Issues/Controversial Speakers** as presented. In light of the recent student walkout, reconsideration by the Policy Committee was advisable. Upon a motion by Mrs. Pool which was seconded by Mrs. Poisson, the Committee unanimously voted to reject the policy as written and submit it to the Policy Committee for review.

As recommended by the Policy Committee, members reviewed the following policies for a first reading.

- JLCD – Administering Medicines to Students** (revision)
- JLCG – Life Threatening Allergies** (recommendation to rescind)
- JJF – Student Activity Account** (revision)
- JLC – Student Health Services and Requirements** (review)
- EBC – Emergency Plans** (revision)

A discussion followed regarding the recommendation to rescind policy **JLCG** since its provisions are now included in DESE guidelines. By consensus, the Committee decided to refer the policy back to the Policy Committee to determine whether it should remain in the manual with a brief reference to the DESE documentation or be rescinded. A further discussion involved the revisions to **JJF** and whether some of the provisions should be removed and, instead, included in a procedure manual. The Committee, by consensus, also referred this policy back to the Policy Committee for clarification. After review, and by consensus, the Committee approved the remaining policies, **JLCD, JLC and EBC**, for a final reading.

#### **8. Agenda Items (continued):**

- **Confirmation of Public Hearing Date: May 1, 2018** – The Superintendent recommended that the Committee schedule their public budget hearing for Tuesday, May 1, 2018 prior to the Committee’s regular business meeting. A discussion followed regarding the timing of the Finance Committee’s final budget recommendations and whether an additional budget workshop should be scheduled prior to posting the public hearing. By consensus, the Committee decided to meet on April 24, 2018 to review the preliminary FY 19 budget and any new information from the Board of Selectmen or Finance Committee.
- **School Choice Available Seats for Kindergarten** – The Superintendent provided a chart showing historical data for kindergarten school choice applications beginning with the 2013-2014 school year. For the upcoming year, there are 58 Hopedale residents registered and 10 school choice applicants, with six having priority under the current policy. Mr. Adams stated that he is opposed to accepting school choice students pending an analysis of the cost benefits of the program in Hopedale. The Superintendent noted that she and the school accountant have begun such an analysis and will bring it to the Committee. Other members of the Committee spoke in favor of the program. Upon a motion by Mrs. Alberto which was seconded by Mrs. Hampsch, the Committee voted by majority vote to approve fifteen school choice seats for the 2018-2019 kindergarten class.
- **Strategic Plan Update** – Ms. Crebase provided an update on the district’s strategic plan, noting that it serves as the basis for the school improvement plans which will be presented at the May meeting. The Superintendent highlighted specific actions taken to support each strategic objective. With regard to Strategic Objective #1: to improve academic performance, she noted the implementation of social/emotional curriculum at the preschool, Eureka Math at the elementary school, the revised ELA curriculum at the high school, and technology additions throughout the district. Regarding Strategic Objective #2: to support staff development, the Superintendent reviewed the variety of professional development opportunities provided to staff throughout the 2017-2018 year. With respect to Strategic Objective #3: to provide a high quality education to all students, Ms. Crebase shared work related to expanded daycare opportunities, transitions between schools, and providing appropriate services to students. Related to Strategic Objective #4: to involve the community in the schools, she reported on the use of Twitter, increased communications to homes, relationships with Town departments, and providing informational meetings and workshops to parents.
- **Out of State Fieldtrip Requests** – The Superintendent presented the following requests for approval:
  1. From DECA Advisor Talitha Oliveri to attend the International Career Development Conference in Atlanta, Georgia from April 20 through April 25, 2018.
  2. From teacher Meghan Asselin to travel to Canobie Lake Park in Salem, New Hampshire with her class on June 8, 2018.
  3. From Class of 2019 Advisors Heather Griffin and Kate Connors to travel to Disney World in Orlando, Florida from October 4 through October 8, 2018 for the traditional class trip.
  4. From Grade 7 Team Leader Marie Urmston to travel to Newport, Rhode Island with members of the seventh grade on April 27, 2018.Upon a motion by Mrs. Alberto which was seconded by Mrs. Pool, the Committee unanimously voted to approve the four presented out-of-state fieldtrips.
- **Spring Coaching Assignments** – The Superintendent presented the final roster of spring coaches which, in addition to those announced at the March meeting, includes: Boys Tennis – Brian Kiesman and Ryan Mulry and Assistant Track and Field – Greg LaBossiere.

- **Superintendent's Evaluation Process** – The Superintendent advised the Committee that she will complete her annual self-evaluation by the May 1, 2018 meeting. A discussion followed regarding the rubric to be used by the Committee members to complete their individual evaluations of the Superintendent and the timeline for submitting them to the Chair. It was determined that they will be due within two weeks after the May meeting and that the Chair will compile the responses for the summative evaluation to be presented at the June 5, 2018 meeting.

9. **Correspondence** – The Committee reviewed information from MASC regarding Day on the Hill, a flyer regarding the MASC Western Massachusetts Forum and the April calendar for Memorial School.

10. **Audience to Citizens** – There were no citizens present who wished to address the Committee.

11. **School Committee Calendar** – The next meeting will be a budget workshop on Tuesday April 24, 2018 with the next regular business meeting scheduled for Tuesday, May 1, 2018.

**Adjournment** – The Chair noted the need to enter executive session to conduct strategy sessions in preparation for negotiations with nonunion personnel and to discuss strategy with respect to collective bargaining or litigation since an open meeting may have a detrimental effect on the position of the Committee. The Committee would not be reconvening in open session.

Upon a motion by Mrs. Alberto which was seconded by Mrs. Hampsch, the Committee unanimously voted to adjourn the public meeting at 7:15 pm and to enter executive session by a roll call vote as follows: Mrs. Poisson-yes; Mrs. Hampsch- yes; Mrs. Pool- yes; Mr. Adams- yes; and Mrs. Alberto- yes.

Respectfully submitted,  
Jeanne McGuane, Recording Secretary  
APPROVED: May 1, 2018