

**Hopedale School Committee  
Minutes of the Meeting of  
Wednesday, August 23, 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  
Lynne Davis, School Accountant  
Nick Toupin, Technology Director  
Bill Gaine, Athletic Director  
Brian Miller, Memorial School Principal  
Derek Atherton, Jr.-Sr. High School Principal  
ABM/Building and Energy Representatives

The School Committee members met with Ms. Crebase, Mr. Hammann, and Mr. Toupin for a tour of the Jr.-Sr. High School building at 5:00 pm.

The Chair called the regular 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 June 6, 2017** - Upon a motion by Mrs. Alberto which was seconded by Mrs. Pool, the Committee unanimously approved the minutes of June 6, 2017.
2. **Superintendent's Comments** – The Superintendent provided a hiring update and reported on preparations for the opening of school, the recent administrative retreat, professional development regarding observations and evaluations, summer professional development for teachers, the MASS executive institute for superintendents, and the MSAA summer institute.
3. **Committee Response to Superintendent's Comments** – There were no questions from the members.
4. **Financial Items**
  - **Warrants for Signature:** There were no warrants distributed for signature.
  - **Monthly Reports of Accounts Payable Warrants:** The Committee reviewed the monthly warrant reports for June and July as presented by Mrs. Davis. Upon a motion by Mrs. Alberto which was seconded by Mrs. Poisson, the members unanimously voted to ratify the payment of ten June accounts payable warrants dated: June 2 (two), 9, 16 (three), 23, and 29 (three), 2017 in the amount of \$507,922.49. Upon a further motion by Mrs. Alberto which was seconded by Mrs. Poisson, the members unanimously voted to ratify the payment of eleven July warrants dated: July 7 (two), 14 (two), 17, 21 (two), 24 (two), and 28 (two) in the amount of \$194,362.24.
  - **Monthly Report of Payroll Warrants:** Upon a motion by Mrs. Alberto which was seconded by Mrs. Poisson, the members unanimously voted to ratify the payment of three June payroll warrants dated: June 8, 19, and 22, 2017 in the amount of \$1,627,462.96. Upon a further motion by Mrs. Alberto which was seconded by Mrs. Poisson, the members unanimously voted to ratify the payment of four July warrants dated: July 6 (two) and 20 (two), 2017 in the amount of \$430,647.72.
  - **Ratification of FY17 Year-End Budget Transfers:** Upon a motion by Mrs. Alberto which was seconded by Mrs. Poisson, the Committee unanimously voted to ratify the FY17 year-end budget transfers previously authorized by the Chair.
  - **Monthly Budget Report:** Mrs. Davis presented the monthly budget reports for June and July 2017.

- **Approval of FY18 Beginning-of-Year Budget Transfers:** Upon a motion by Mrs. Alberto which was seconded by Mrs. Poisson, the Committee unanimously voted to approve the FY18 beginning-of-year budget transfers as recommended by Mrs. Davis and Ms. Crebase. A discussion followed regarding the reflected reduction of aide positions by attrition and the addition of a special education teacher for the sixth grade.

**5. Committee on Policy** –Members reviewed the following proposed policy for a second reading: IJNDB – Acceptable Use of Technology. Upon a motion by Mrs. Alberto which was seconded by Mrs. Poisson, the Committee unanimously voted to approve and adopt the policy as presented. There were no policies presented for a first reading.

**6. Agenda Items:**

- **Facilities Update:** The Superintendent reported on the improvements at the Jr.-Sr. High School that the Committee had viewed during their tour earlier in the evening, as well as the general maintenance that was completed throughout the district.
- **Technology Update:** Mr. Toupin reported on summer projects that have been completed, including: the installation of new security cameras, rewiring of the Jr.-Sr. High School, computer replacements, improvements to the Jr.-Sr. High School Multi-Purpose Room and the computer lab in room 118, upgrades to fiber internet lines, and preparations for district-wide availability of the BYOD program. A brief discussion followed regarding the implementation of the BYOD program at the elementary level.
- **Coaching Appointments:** Mr. Gaine reported the following fall coaching assignments: Girls Cross Country - Tim Maguire, Boys Cross Country - Joe Drugan, Varsity Field Hockey - Jessica Rogers, JV Field Hockey – Rosemary Talbot, Golf - Jim McCallum, Boys Varsity Soccer - Greg LaBossiere, Boys JV Soccer - Mike Emus, Girls Varsity Soccer - Katie Bresciani, Girls JV Soccer – Jeffrey Bruno, Varsity Volleyball - Andrew Mainini, and JV Volleyball - Lauren Chase. Mr. Gaine reported that all fall coaches have received their MIAA certification.
- **Summer Curriculum Update:** The Superintendent summarized the summer projects completed by the staff at Memorial School and the Jr.-Sr. High School. Elementary projects included work on strategies to support students’ social and emotional needs, incorporating technology in inclusive classrooms, preparations for a new inclusive classroom setting, ELA curriculum mapping and implementing a pilot of the EngageNY/Eureka Math Program. Work at the Jr.-Sr. High School included curriculum mapping in ELA, unified arts, math, history, science, and Spanish, as well as the implementation of new STE curriculum frameworks, the development of ELA digital textbooks, and planning by the Public Relations Committee.
- **Personnel Update:** The Superintendent announced the appointment of the following new staff members: Megan Ashton, Pupil Personnel Service Director; Colleen Barden, Board Certified Behavior Analyst at Memorial School; Brian Bujold, Special Education Teacher at Memorial School; William DeVita, Math Teacher at the Jr.-Sr. High School; Kathleen Kavanagh, Nurse at Memorial School; Jacquelyn Lynch, Adjustment Counselor at Memorial School; Christina Palmucci, Spanish Teacher at the Jr.-Sr. High School and Memorial School; and Sarah Rafferty, English Teacher at the Jr.-Sr. High School. Mr. Miller anticipates hiring a part-time music teacher before the start of school.
- **New Teacher Orientation Update:** Ms. Crebase reported that all new teachers attended a two-day orientation program which included technology-based trainings, completion of personnel paperwork, an overview of special education programs, and a review of policies and procedures.
- **Out-of-State Field Trip:** Upon a motion by Mrs. Alberto which was seconded by Mrs. Poisson, the Committee unanimously approved an out-of-state field trip for music students in grades 9 through 12 to travel to Williamsburg, Virginia from April 13 to 16, 2018 to participate in an adjudicated music festival followed by trips to Busch Gardens and Colonial Williamsburg. Also, upon a motion by Mrs. Alberto which was seconded by Mrs. Poisson, the Committee unanimously approved an out-of-state field trip for students in grades 7 and 8 to travel to Washington D.C. from April 25 to 27, 2018.

- **ABM Building and Energy Solutions Presentation:** Representatives from ABM reported on their initial review of the school department's infrastructure and energy needs, and offered a proposal to assist with the financial resources to meet those needs. A discussion followed regarding the benefits of the program as well as questions from the Committee. The Committee will consider the proposal further and meet with the Board of Selectmen to discuss any future action.
- 7. **Correspondence** – The Committee reviewed a letter from the Memorial School staff regarding a therapy dog pilot program and a letter from NEASC regarding the high school's Special Report.
- 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 will be September 5, 2017.

**Adjournment** – Upon a motion by Mrs. Alberto which was seconded by Mrs. Poisson, the members unanimously voted to adjourn the meeting at 7:15 pm.

Respectfully submitted,  
Jeanne McGuane, Recording Secretary  
APPROVED: September 5, 2017