

**Hopedale School Committee
Minutes of the Meeting of
Tuesday, March 3, 2015**

Members Present: Grace Pool, Chair
Lisa Alberto, Vice Chair
Lori Hampsch
Sandra Biagetti (arrived at 5:55 pm)
Craig Adams (arrived at 5:35)

Also Present: Pamela Smith, Pupil Personnel Services Director/Acting Superintendent
Megan Kelly and Yari Borodenko, Student Council Representatives
Derek Atherton, Jr.-Sr. High School Principal
Brian Miller, Memorial School Principal
Lynne Davis, School Accountant
Jill DiAntonio and Jaclyn Alagna, Grade 7 Team
Maria DaFonte and Laurie Wodin, Social Studies Curriculum Chairs
Nick Toupin, Technology Director

The meeting was called to order by the Chair at 5:30 pm in the Media Center at the Junior-Senior High School, 25 Adin Street, Hopedale, Massachusetts, with a quorum present.

Adjourn to Executive Session- Upon a motion by Mrs. Hampsch and seconded by Mrs. Alberto, the members voted by roll call vote to enter executive session to discuss the reputation, character, physical condition or mental health, rather than professional competence, of an individual and to conduct strategy sessions in preparation for negotiations with and/or to conduct contract negotiations with nonunion personnel, being Pam Smith: Mrs. Pool- yes; Mrs. Alberto- yes; and Mrs. Hampsch- yes. The Chair noted that the Committee would be reconvening in public session and declared the open meeting to be in recess at 5:34 pm.

The public session was reconvened at 6:05 pm.

1. Minutes of February 3, 2015 - Upon a motion by Mrs. Alberto which was seconded by Mrs. Hampsch, the Committee unanimously approved the minutes of February 3, 2015.

2. Student Council Representatives – Megan Kelly and Yari Borodenko reported on recent and upcoming activities at the Jr.-Sr. High School, including: the success of the boys basketball team, the accomplishments of student athlete Rita Maurais, the upcoming production of *My Son Pinocchio*, the STUCO Conference in Hyannis, the DECA competition, the Spread the Word to End the Word campaign, the hypnotist fundraiser, Mr. Hopedale, Penny Wars to benefit the Leukemia and Lymphoma Society, and the Stuff-a-Bus food drive.

3. Appointment of Acting Superintendent – Mrs. Pool reported that the School Committee has offered Mrs. Smith the position of Acting Superintendent on a month-to-month basis during Mr. Breen's absence with a stipend of \$3,250 per month and that Mrs. Smith has accepted the offer. Upon a motion by Mrs. Alberto which was seconded by Mrs. Biagetti, the Committee unanimously confirmed the appointment of Mrs. Smith as Pupil Personnel Director/Acting Superintendent.

4. Acting Superintendent's Comments – Mrs. Smith recognized students Stephen Foley, Lucas Machado and Abigail Smith for being selected to the All-State Chorus and Sherry Xu for being awarded a Silver Key and Honorable Mention in the Boston Scholastic Art Competition. She also announced upcoming events including the Jr.-Sr. High School's performance of *My Son Pinocchio* on March 6th and 7th; the Booster Club's annual road race on May 16th; the Memorial School Spelling Bee on March 11th; the next staff professional day on

March 13th; the Massachusetts Children's Book Award celebration at Memorial School on March 10th; Memorial School's recognition of Read Across America Week during the week of March 2nd; PACE's Family Fitness Night on March 12th; the Memorial School Book Fair from March 17th through March 20th; and the extended dates for MCAS.

Mrs. Smith also reported that the Jr.-Sr. High School's Arts and Literary Magazine, *The Raider's Cry*, has published its second edition; College Planning Night was held on February 24th; a Red Cross Blood Drive was held on February 24th; security cameras have been installed at Memorial School; and Bright Beginnings Center registration began on February 6th and is ongoing.

Congratulations were extended to Maria DaFonte for her work with the Mock Trial Team over the past ten years. Also, Mrs. Smith presented an update from the Athletic Department and congratulated Coach Greg LaBossiere for being named Central Mass Division 4 Soccer Coach of the Year and Coach Joe Drugan for being accepted into the Massachusetts State Track Coaches Association Hall of Fame.

5. Financial Items

- **Warrants for Signature:** Mrs. Davis distributed two warrants for signature.
- **Monthly Report:** Mrs. Davis presented the monthly report for February 2015.
- Mrs. Davis reported that the Finance Committee has approved the School Committee's request to transfer \$35,000 from the Town's reserve fund to the school department for the purchase of a wheelchair van and noted the new line item entitled Acquisition of Motor Vehicles.
- Due to procedural changes at Town Hall, Mrs. Davis recommended that school department warrants be signed on Mondays rather than Tuesdays. A brief discussion followed regarding the need for weekly warrants. By consensus, the members agreed to sign warrants on Monday each week and Mrs. Hampsch will distribute an updated schedule.

6. Out of State Field Trip Request – Mrs. DiAntonio and Ms. Alagna requested approval for a seventh grade field trip to the Providence Place Imax Theater in Providence, Rhode Island to see the movie Cinderella as a culmination of the students' unit on fairytales, legends, and myths. Upon a motion by Mrs. Alberto which was seconded by Mr. Adams, the trip was approved by a unanimous vote.

7. Social Studies Curriculum Report - Memorial School media specialist Laurie Wodin and Jr.-Sr. High School history teacher and department head Maria DaFonte reported on recent work throughout the district to update the social studies curriculum. Ms. Wodin reported on the themes presented at each elementary grade level and provided copies of the Massachusetts standards and the district year-at-a-glance documents for kindergarten through grade six. She noted that because of scheduling constraints in the fifth and sixth grades, not all standards are currently being covered. In addition, she recommended the replacement of older social studies textbooks when funds are available.

Mrs. DaFonte discussed the core courses that are offered in grades seven through twelve, as well as optional elective classes. She reported that Advanced Placement courses for United States History and European History are being revised by the College Board which requires the staff to undergo audits of their curriculum. In addition, upcoming changes to the SAT exam will require further curricular changes. This year's curriculum work was focused on creating year-at-a-glance documents and future work will focus on verifying that the written curriculum is being taught. A mandatory civics course, smaller honors level class sizes, and increased student access to electives would improve the department's offerings to students.

8. Technology Update – Technology Director Nick Toupin presented an update that included a report on the implementation of new systems including the Aspen student information system, Blackboard Connect for alerts, Aesop for staff attendance and substitute hiring, and a lab reservation system. Mr. Toupin also reported on the deployment of new equipment, including laptops and teacher computer stations, printers, switches, smartboards, and tablets, as well as the planned deployment of additional equipment through the end of the school year and during the summer. Software upgrades and/or licensing have been obtained for Windows and Microsoft Office, Fastmath, Brainpop, and Adobe Suite. Additionally, Mr. Toupin provided plans for upcoming projects, including enhancing the VoIP network, redesigning the website, converting Esped to Aspen, and planning for a potential one-to-one initiative. A lengthy discussion followed regarding the recent installation of security cameras at the Memorial School and the feasibility of expanding the one-to-one initiative which would require infrastructure upgrades and expenses in addition to the cost of the devices.

9. Spring Coaching Assignments – Mrs. Smith announced the following spring coaching assignments: Josh Crescenzi, Varsity Baseball; Mike MacQuarrie, Junior Varsity Baseball; Shanna Lathrop, Varsity Softball; Jane LeClaire, Junior Varsity Softball; Brian Kiesman, Boys Tennis; Amy Wersted, Girls Tennis; Mark Johnson, Tim Maguire and Joe Drugan, Track and Field; Eric Moxim, Varsity Boys Lacrosse; Tim Pizzarelli, Junior Varsity Boys Lacrosse; and Caitlin McInnis, Varsity Girls Lacrosse. The Junior Varsity Girls Lacrosse position is not yet filled.

10. Kindergarten Enrollment Projection – Mrs. Smith updated the enrollment figures for next year's kindergarten class. There are currently seventy resident students registered and eight school choice applications. She confirmed that the preliminary budget reflects funding for four sections of kindergarten in the 2015-2016 school year. Upon a motion by Mrs. Hampsch that was seconded by Mr. Adams, the Committee unanimously approved the school choice applications of seven students who are siblings of current of school choice students or the children of staff members, both of which receive priority acceptance under the School Committee's policy.

11. School Calendar Discussion- Mrs. Smith addressed several concerns submitted by the Hopedale Education Association (HEA) including the scheduling of an early release day in September, the date for the Jr.-Sr. High School Back-to-School Night, the March professional development day, the scheduling of school on Jewish holidays, restructuring the February and April school vacations, and a request to have an early release on Wednesday December 23, 2015. The Acting Superintendent reviewed the Committee's basis for each prior decision and noted that the HEA's concerns were questions from individual staff members rather than positions being supported by a majority of the membership. A discussion followed regarding the addition of an early release day on December 23rd. The Committee and the HEA leadership will investigate the matter for further discussion at the April meeting, at which the final 2015-2016 calendar will be approved.

12. Policies Second Read – The following policies were presented for a second reading: GCE – Professional Staff Recruiting/Posting of Vacancies; GCF – Professional Staff Hiring; GCG – Substitute Professional Staff Employment; GCIA – Philosophy of Staff Development; GCJ – Professional Teacher Status; GCK – Personnel Assignments/Transfers; GCMC – Staff Meetings; GCO – Evaluation of Professional Staff; GCQD - Resignation of Professional Staff Members; GCQE – Retirement of Professional Staff Members; GCQF – Suspension and Dismissal of Professional Staff Members; GCRD – Tutoring for Pay; GDA – Support Staff Positions; GDB – Support Staff Contracts and Compensation Plans; GDO – Evaluation of Support Staff; GDQC – Retirement of Support Staff Members; and GDQD – Suspension and Dismissal of Support Staff Members. From the previous meeting, the Committee confirmed that Policy GCMC – Staff Meetings was consistent with the terms of the Unit A collective bargaining agreement. A discussion regarding whether policies GCO – Evaluation of Professional Staff and GDB – Support Staff Contracts and Compensation Plans were consistent with the pertinent collective bargaining agreements resulted in a request to have those policies reviewed further prior to consideration for approval.

Upon a motion by Mrs. Biagetti which was seconded by Mr. Adams, the Committee unanimously approved the following policies for inclusion in their policy manual:

GCE – Professional Staff Recruiting/Posting of Vacancies;
GCF – Professional Staff Hiring;
GCG – Substitute Professional Staff Employment;
GCIA – Philosophy of Staff Development;
GCJ – Professional Teacher Status;
GCK – Personnel Assignments/Transfers;
GCMC – Staff Meetings;
GCQD - Resignation of Professional Staff Members;
GCQE – Retirement of Professional Staff Members;
GCQF – Suspension and Dismissal of Professional Staff Members;
GCRD – Tutoring for Pay;
GDA – Support Staff Positions;
GDO – Evaluation of Support Staff;
GDQC – Retirement of Support Staff Members; and
GDQD – Suspension and Dismissal of Support Staff Members.

Policies GCO and GDB will be reviewed again at the April meeting.

13. Correspondence – The Committee reviewed a notice of public hearing by the Foundation Budget Review Commission; issues of the *Commissioner's Weekly Update* dated January 30, February 6, 13, and 20, 2015; and an update from the DESE on student assessment.

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

15. School Committee Calendar – The next regular meeting will be held on Tuesday, April 7, 2015 at 6 pm in the Media Center at the Jr.-Sr. High School. A Budget Workshop is scheduled for Tuesday, March 17, 2015.

Adjournment – The Chair declared the meeting adjourned at 8:07 pm.

Respectfully submitted,
Jeanne McGuane, Recording Secretary
APPROVED: April 7, 2015