

**Hopedale School Committee
Minutes of the Meeting of
Tuesday, May 5, 2015**

Members Present: Grace Pool, Chair
Lisa Alberto, Vice Chair
Lori Hampsch
Sandra Biagetti
Craig Adams

Also Present: Pamela Smith, Pupil Personnel Services Director/Acting Superintendent
Stephen Foley, Student Representative to the School Committee
Cameron Hill, 2015-2016 Student Representative to the School Committee
Megan Kelly, Student Council Representative
Lauren Kelly and Bryan Goldstein, 2015-2016 Student Council Representatives
Lynne Davis, School Accountant
Susan Mulready, Bright Beginnings Center Director
Brian Miller, Memorial School Principal
Derek Atherton, Jr.-Sr. High School Principal
Timothy Johnson, Jr.-Sr. High School Assistant Principal

The meeting was called to order by the Chair at 6:01 pm in the Media Center at the Junior-Senior High School, 25 Adin Street, Hopedale, Massachusetts, with a quorum present.

Public Hearing on Fiscal Year 2016 School Budget

School Accountant Lynne Davis reported that the Finance Committee had requested a \$100,000 reduction in the FY 2016 proposed budget. After a meeting with the Acting Superintendent and the budget sub-committee, the budget was reduced by that amount. The FY 2016 budget being presented this evening reflects a 4.92% increase over the FY 2015 appropriated budget. Mrs. Hampsch explained that the budget, in the amount of \$11,033,629, reflects level services and that the Finance Committee has indicated they will recommend approval at the Town Meeting. The Budget Book is posted on the district website and copies are available in the Superintendent's Office. There were no citizens in the audience who wished to address the Committee regarding the budget. Upon a motion by Mrs. Biagetti which was seconded by Mrs. Alberto, the Committee unanimously approved the FY 2016 budget as presented.

Prior to continuing with the agenda, Stephen Foley introduced Cameron Hill who will succeed him as Student Representative to the School Committee for the 2015-2016 school year. The Committee welcomed Mr. Hill and thanked Mr. Foley for his service.

1. Minutes of April 7, 2015 - Upon a motion by Mrs. Alberto which was seconded by Mr. Adams, the Committee unanimously approved the minutes of April 7, 2015 with Mrs. Biagetti abstaining.

2. Student Council Representatives – Megan Kelly introduced Lauren Kelly and Bryan Goldstein who will serve as Student Council representatives for the 2015-2016 school year. Ms. Kelly then reported on recent and upcoming activities at the Jr.-Sr. High School, including STUCO elections, Prom, Decision Day, AP tests, Teacher Appreciation Week, the Tape-a-Teacher to the Wall fundraiser, class elections, final exams, the Booster Golf Tournament, senior week activities, and graduation. The Committee thanked Ms. Kelly and Mr. Borodenko for their service.

3. Acting Superintendent's Comments – Mrs. Smith highlighted several events throughout the district, including: professional development activities, fundraising for Boston Children's Hospital, the Multiple Sclerosis Society and the victims of the Nepal earthquake at Memorial School, the Safe Routes sponsored Bike/Walk to School Day on May 15th, MCAS exams, the \$5,000 grant awarded to Mrs. Oliveri's Budget Challenge team for placing 4th out of 1388 entries, the National Business Honor Society induction ceremony, the National Honor Society induction ceremony on May 12th, and the donation of an AED in memory of Michael Ellsesser who attended Sutton High School.

4. Financial Items

- **Warrants for Signature:** Mrs. Davis noted that there were no warrants for signature.
- **Monthly Report:** Mrs. Davis presented the monthly report for April 2015.
- **FY 14 Audit:** Mrs. Davis reported one finding which necessitated an amendment to Schedule 19 of the year-end report to include funds received from the Town to purchase a van.

5. Bus Registration Process - The Acting Superintendent announced that bus registration forms for the 2015-2016 school year will be posted on the district website and made available in the main offices next week. The fee is \$225 per student with a \$450 family cap. Students who live more than two miles from school must complete the registration process even though no fee is required. The staggered registration process will begin on Monday, May 18th. Mrs. Smith will send a telephone alert to students' families to announce the registration dates.

6. School Improvement Plans

Bright Beginnings Center: Director Susan Mulready highlighted her staff's work on curriculum mapping, assessments, incorporating the use of new STEM curriculum materials purchased with a grant from the Hopedale Alumni Association, working with the Friends of Bright Beginners, and planting each classroom's community garden.

Memorial Elementary School: Mr. Miller reported on curriculum mapping, the development of district determined measures and year-at-a-glance documents, investigating the new science standards and appropriate curriculum materials which will be purchased with a Hopedale Alumni Association grant, piloting team-teaching in the fourth grade, and the implementation of Aspen for student records, grades and conduct.

Junior-Senior High School: Mr. Atherton noted that curriculum verification will continue to be a focus for next year, as well as the educator evaluation process, improving methods of assessment, and responding to the results of the Metrowest Health Survey.

7. Parent/Student Handbooks –

Memorial Elementary School: Mr. Miller reported that there were few changes to the handbook. He highlighted new language regarding translations, religious holidays, the appropriate chain of communication, parent groups, and special programs. A lengthy discussion followed regarding traffic patterns at Memorial School at the beginning and end of each school day.

Junior-Senior High School: Assistant Principal Tim Johnson highlighted changes to the handbook which clarify attendance policies, family travel guidelines, homework free weekends, and National Honor Society qualification. A discussion followed regarding the definition of "excused absence" and the eligibility standards for National Honor Society membership.

Upon a motion by Mrs. Biagetti which was seconded by Mrs. Alberto, the Committee unanimously approved the 2015-2016 Memorial School Parent/Student Handbook. Upon a motion by Mrs. Alberto which was seconded by Mrs. Biagetti, the Committee unanimously approved the Jr.-Sr. High School 2015-2016 Parent/Student Handbook pending the addition of language clarifying the effective date of the new National Honor Society membership requirements.

8. School Committee Goal Discussion and Collection of Self Evaluation Surveys - The Chair collected the members' self-evaluations to consolidate and present at the June meeting. Mrs. Pool suggested the following goals for 2015-2016: making an effort to attend regional and state workshops, updating the orientation manual as necessary, continuing to update and revise the policy manual, and continuing to strengthen community relations by examining and formalizing the Committee's public relations plan. The goals will be discussed and adopted at the June meeting.

9. Interim Superintendent Discussion – The Chair announced that Superintendent Breen has expressed his intent to retire on July 17, 2015 and read his letter of retirement. Mrs. Pool added that the district is fortunate that Mrs. Smith has been willing to serve as Pupil Personnel Director/Acting Superintendent for the current year. She thanked the entire administrative team for their cooperative effort to manage the district in Mr. Breen's absence.

The Chair offered two recommendations for the upcoming school year: to appoint Mrs. Smith as full-time interim superintendent while conducting a search for a permanent superintendent, or to hire an interim superintendent with the assistance of the Massachusetts Association of School Committees for one year while conducting a search to fill the permanent position. Mrs. Pool asked administrators Mr. Atherton, Mr. Miller and Mrs. Davis if they would like to make brief statements. After their statements supporting the appointment of Mrs. Smith as interim superintendent, a lengthy discussion followed among the Committee members regarding the search process, the use of a consultant, and the term of employment for an interim superintendent. After discussion and upon a motion by Mrs. Hampsch which was seconded by Mrs. Biagetti, the Committee unanimously voted to enter into negotiations with Mrs. Smith for the position of interim superintendent.

10. Correspondence - The Committee reviewed School Council Meeting Notes for the Memorial School (dated April 8, 2015); a MASC flyer announcing upcoming Charting the Course sessions; and the third edition of *The Raider's Cry*.

11. Audience to Citizens – There were no citizens present who wished to address the Committee. Mrs. Hampsch reminded voters that Town elections will be held on Tuesday, May 12th.

12. School Committee Calendar – The next regular meeting will be held on Tuesday, June 9, 2015 at 6 pm in the Media Center at the Jr.-Sr. High School.

13. Adjourn to Executive Session- Upon a motion by Mrs. Biagetti and seconded by Mr. Adams, the members voted by roll call vote to enter executive session to conduct strategy sessions in preparation for negotiations with nonunion personnel: Mrs. Pool- yes; Mrs. Alberto- yes; Mr. Adams – yes; Mrs. Biagetti – yes; and Mrs. Hampsch- yes. The Chair noted that the Committee would not be reconvening in public session and declared the open meeting adjourned at 7:55 pm.

Respectfully submitted,
Jeanne McGuane, Recording Secretary
APPROVED: June 16, 2015