

Not Approved

**Hudson School Committee
Open Session Minutes**

Meeting Date: January 22, 2013

Location: Administration Building
155 Apsley Street

Members present: Susan Dunnell, Lynn Valcourt, Tammy Ducey, George Calnan,
Lorraine Nelson and Brian Davis

Members absent: Jennifer O'Brien
Alex Schley, Student Representative

Others present: Dr. Kevin M. Lyons, Superintendent
Julia M. Pisegna, Recording Secretary

I. Call the Meeting to Order – 7:03 p.m.

The meeting was called to order by Mrs. Dunnell.

II. Approval of Minutes

1. Regular Meeting – January 8, 2013: A motion to approve the minutes was made by Mr. Calnan and seconded by Mrs. Ducey. On a vote of 5-0, the motion passed.

(Mr. Davis entered the meeting at 7:05 p.m.)

III. Superintendent's Report – Dr. Kevin Lyons

School Safety and Security: School safety and security issues continue to remain a focus of the District. Principals and Len Belli, Director of Building and Grounds, are working together with a security consultant to develop a detailed plan for school perimeter security improvements.

Fiber Break and Phones Lost at Forest Avenue: Due to construction at the Houghton Street Bridge on January 17th, a breakage occurred in the Town fiber network which caused a loss of phone service at Forest Avenue prior to dismissal. The breakage was repaired overnight and service was restored by Friday morning. Dr. Lyons thanked Ellen Shuck of Technology and Paul White of Buildings and Grounds for their assistance.

Hudson Youth Substance Abuse Coalition: Dr. Lyons announced that the next Hudson Youth Substance Abuse Coalition meeting is scheduled for Thursday, February 7th at 6:00 p.m. at the Hudson Town Hall Auditorium and invited all to attend.

Potential Impacts of New Virtual Schools Law: Legislation was signed by the Governor which establishes Commonwealth Virtual Schools and expands the potential for up to an additional ten virtual schools. Students who attend a virtual school would bring money from their town of residence to the district or entity operating the virtual school at the school choice rate. Dr. Lyons will continue to update the committee on new developments regarding virtual schools.

New CORI/Fingerprinting of School Employees Law: New CORI legislation was signed by the Governor which requires the fingerprinting of all school system employees. A national database of criminal histories will be checked along with the Massachusetts CORI database at three year intervals. Dr. Lyons will continue to update the Committee on new developments regarding CORI fingerprinting. Regulations have not been written.

Assabet Valley Collaborative Financial Audit: The Board of Directors of the Collaborative accepted the annual financial audit for the year ending June 30, 2012. The Collaborative is financially healthy as reflected in the audit statements.

Dr. Lyons also advised the Committee that over the next couple months, they will be receiving a new agreement under the new law which will be voted on by all member school committees.

IV. **Community Comments**

None.

V. **Old Business**

1. Kindergarten Registration Process:

Dr. Jodi Fortuna introduced the draft process, registration dates and communication plans for kindergarten registration for the 2013-2014 school year, as well as the lottery process for kindergarten applicants. A slide show presented the website created which addresses questions and includes all forms necessary for the registration process.

Committee Chair Susan Dunnell noted how impressed she was with the online portion of the process and thanked Dr. Fortuna for her time and efforts in regard to the kindergarten registration.

VI.

New Business

Approval of Hudson High School Field Trip to the Business Professionals of America Leadership Conference: A motion to approve the Hudson High School Field Trip to the Business Professionals of America Leadership Conference was made by Mrs. Ducey and seconded by Mr. Calnan. On a vote of 6-0, the motion passed.

Committee Chair Susan Dunnell commented on how much she enjoys the presentation after students attend this conference and looks forward to it again.

Approval of Out-of-State Travel of Hudson High School Library Teacher: A motion to approve the Hudson High School Out-of-State travel for Hudson High School Librarian, Deborah Owen, was made by Mrs. Ducey and seconded by Ms. Valcourt. On a vote of 6-0, the motion passed.

Preliminary FY14 School Budget: Dr. Lyons presented the recommended FY14 preliminary school budget in conjunction with the recommendation of the Budget Subcommittee.

Dr. Lyons noted that this is a cliff year, a difficult year, but not unexpected with the opening of the new school, implementation of the new Hudson High School schedule, and other transition and moving costs.

Principal Brian Daniels discussed the new Quinn Middle School, the need for a coaching position, and the requirements needed to maintain the same level of service.

Mr. Calnan expressed a concern that with a 50% increase in student body, there should be a need for more administrators, and noted that he personally feels that is a mistake.

Principal Brian Daniels agreed stating that simple math says yes, and noted that it is a judgment call at this time and that perhaps down the road, it would be considered.

Committee Chair Susan Dunnell and Ms. Valcourt reiterated that this is a level funded budget, and that with a new school comes some one-time costs, and thanked Dr. Lyons and Finance Director Patty Lange for their efforts in cutting expenses to ensure no personnel would be laid off.

Personnel Budget: A motion to approve the Personnel Budget, as presented, in the amount of \$28,730,767 was made by Ms. Valcourt and seconded by Mrs. Ducey. On a vote of 4-2-0, with Mr. Calnan and Mr. Davis opposed, the motion passed.

General Expenses: A motion to approve the General Expense Budget, as presented, in the amount of \$7,342,415 was made by Mrs. Ducey and seconded by Ms. Valcourt. On a vote of 5-1-0, with Mr. Davis opposed, the motion passed.

Transportation: A motion to approve the Transportation Budget, as presented, in the amount of \$1,814,720 was made by Mrs. Ducey and seconded by Ms. Valcourt. On a vote of 6-0, the motion passed.

First Reading of Proposed Professional Hiring Policy: Dr. Lyons recommended the proposed School Committee Professional Hiring Policy GCF by the Policy Subcommittee to replace the current policy Screening Committee – GCFB. The new policy was a result of members of the School Committee requests and was recommended unanimously by the Policy Subcommittee.

Mr. Calnan read the proposed School Committee Professional Hiring Policy GCF into the record:

“Through its employment policies, the district will strive to attract, secure, and retain the highest qualified personnel for all professional positions.

It is the responsibility of the superintendent, and of persons to whom he or she delegates this responsibility, to determine the personnel needs of the school system and to locate suitable candidates. No position may be created without the approval of the school committee. The district’s goal is to employ and retain personnel who are motivated, will strive always to do their best, and are committed to providing the best educational environment for the children.

It will be the duty of the superintendent to see that persons considered for employment in the schools meet all certification requirements and the requirements of the committee for the type of position for which the nomination is made.

The following guidelines will be used in the selection of personnel:

1. There will be no discrimination in the hiring process due to age, sex, creed, race, color, national origin, disability, sexual orientation, gender identity, or place of residence.
2. The quality of instruction is enhanced by a staff with a wide variation in background, educational preparation, and previous experience.

3. The administrator responsible for the hiring of a staff member, (for district-wide positions and the position of principal it is the superintendent) (for building-based personnel it is the principal), is directed to establish a representative screening committee. In the case of district-wide administrative positions and the position of principal, the superintendent will inform the school committee that a screening committee is being established and invite their representation. The administrator has the final say in determining who will be hired. Exceptions exist to this per M.G.L. Chp. 71, Sec. 59 when the School Committee is the appointing authority, but it is expected that the screening committee's input will be a factor in the decision."

Dr. Lyons noted that this item will be tabled for action at the February 12th School Committee meeting.

VII. Reclassifications

A motion to approve the reclassifications was made by Mrs. Ducey and seconded by Ms. Valcourt. On a vote of 6-0, the motion passed.

VIII. Subcommittee and Building Committee Liaison Reports

Mrs. Ducey shared that the Quinn Middle School building continues to progress nicely and stated the building is beautiful.

IX. Executive Session/Adjournment

At 8:45 p.m., Mrs. Dunnell noted that there was a need for Executive Session to discuss the deployment of security personnel or devices and to discuss collective bargaining strategy with the Paraeducator Association.

A motion to enter Executive Session was made by Mrs. Ducey and seconded by Ms. Valcourt. On a vote of 6-0, the motion passed.

Dr. Lyons called the roll:

Mrs. Dunnell: Yes
Ms. Valcourt: Yes
Mrs. Ducey: Yes
Mr. Calnan: Yes
Mrs. Nelson: Yes
Mr. Davis: Yes

Mrs. Dunnell announced that the Committee would enter Executive Session and not return to public session.

Respectfully submitted,

Lynn Valcourt, Secretary
Hudson School Committee

List of Documents Source and Location

| DOC NAME | SOURCE | LOCATION |
|--|--|-------------------------|
| School Committee Minutes of January 8, 2013 | School Committee | Superintendent's Office |
| Superintendent's Report | Superintendent | Superintendent's Office |
| Kindergarten Registration and Lottery Slides | Jodi Fortuna | Superintendent's Office |
| FY14 School Budget Overview Slides | Patty Lange, Finance Director | Superintendent's Office |
| Memorandum re: Out-of-State Travel for Hudson High School Librarian Deborah Owen | Brian K. Reagan | Superintendent's Office |
| Memorandum re: Hudson High School Overnight Field Trip: Business Professionals of America Club | Brian K. Reagan | Superintendent's Office |
| Assabet Valley Collaborative Financial Statements | Assabet Valley Collaborative | Superintendent's Office |
| Assabet Valley Collaborative Lease Agreement | Assabet Valley Collaborative | Superintendent's Office |
| Assabet Valley Collaborative Board of Directors Meeting December 5, 2012 | Assabet Valley Collaborative | Superintendent's Office |
| Act Establishing Commonwealth Virtual Schools | Commonwealth of Massachusetts | Superintendent's Office |
| Draft 603.CMR DESE Proposed Regulations Relating to Educational Collaborative | DESE | Superintendent's Office |
| DESE Memorandum re: Update on Educational Collaborative | Mitchell D. Chester, Commissioner | Superintendent's Office |
| Correspondence dated December 4, 2012 | Judy Salerno, Foundation for MetroWest | Superintendent's Office |
| Client Update: Massachusetts Legislature Passes "Virtual Schools" Bill | Deutsch Williams | Superintendent's Office |
| Summary of Act No. 4307 Relative to Background Checks | Commonwealth of Massachusetts | Superintendent's Office |
| Client Update: Governor Patrick Signs CORI Reform | Deutsch Williams | Superintendent's Office |
| Screening Committee Policy GCFB | School Committee | Superintendent's Office |
| Proposed Professional Hiring Policy GCF | School Committee | Superintendent's Office |
| Reclassifications (5) | Finance Department | Superintendent's Office |