

**Hudson School Committee
Open Session Minutes**

Meeting Date: October 9, 2012

Location: Hudson High School
69 Brigham Street

Members present: Tammy Ducey, George Calnan, Jennifer O'Brien, Lorraine Nelson and Brian Davis

Members absent: Susan Dunnell and Lynn Valcourt

Student Member: Alex Schley

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 Tammy Ducey.

II. Approval of Minutes

1. Regular Meeting – September 18, 2012: Motion to approve the minutes was made by Mr. Calnan and seconded by Mrs. O'Brien. On a vote of 5-0, the motion passed.

III. Special Reports & Presentations

Glen Maston, President of the HEA, presented the Foundation Awards to the following recipients:

Pamela Klotz
Marybeth Ryan
Julie Snyder
Christie DeLuca
Jocelyn Tobler
Carlene Isajm
Peter Vacchina
Ryan Daily
Kenneth High
Dawn Yoshioka
Madelyn Kanter
Jacqueline Paton

Mrs. Ducey welcomed Alex Schley as the new School Committee student representative. Ms. Schley introduced herself and shared a brief overview how she intends to report to the School Committee.

IV. **New Business**

1. Approval of Hudson High School UNESCO Conference Field Trip: Dr. Lyons recommended final approval of the Hudson High School UNESCO Conference field trip. Motion to approve the UNESCO Conference field trip was made by Mr. Calnan and seconded by Mrs. Nelson. On a vote of 5-0, the motion passed.

2. Elementary Transition

- ◆ Determination of Number of Full-Day Kindergarten Sections in 2013-2014: Jodi Fortuna presented information on how full-day and half-day sections of Kindergarten would break out across Farley, Forest Avenue and Mulready. A slideshow was provided where estimates were based on a 5-section full-day scenario, locations, the number of students eligible and the number of teachers needed.

Public comment included a question and answer session.

A motion to plan 5 full-day Kindergarten sections, with the understanding that that number could increase or decrease in January, was made by Mrs. Nelson and seconded by Mrs. O'Brien. On a vote of 5-0, the motion passed.

- ◆ Determination of Kindergarten Classroom Renovations:

The second transition issue discussed was the Kindergarten classroom renovations that are required to transition the 12 elementary classrooms vacated by grade 5 and designated as potential Kindergarten classrooms. Mrs. Ducey reported that the Buildings and Grounds Subcommittee met on October 2nd and toured Farley, Mulready and Forest Avenue. Mr. Belli's slideshow presented by Dr. Lyons, indicated a breakdown of needed renovations identified by the Building and Grounds Subcommittee.

A motion to authorize the preparation of all twelve designated Kindergarten classrooms as indicated in the Buildings and Grounds Subcommittee's recommendations presented at the meeting was made by Mr. Calnan and seconded by Mr. Davis. On a vote of 5-0, the motion passed.

- ◆ Discussion of Disposition of Hubert Kindergarten: The Elementary Transition Committee recommendations were presented as follows:

Option 1: Vacant Building. Leave the building vacant while evaluating its highest and best use in the district. There are no negative zoning implications to holding the building use in abeyance if ultimately it is reopened as a school. If it is occupied for any use other than a school, it

is considered a "change of use" from a zoning standpoint and would require new permitting to return its use to a school. This could be a very costly option because the building would then have to meet the current edition of the Massachusetts Building Code and ADA. The committee has verified this with the Building Inspector, Town of Hudson.

Option 2: One CHAPS Classroom. Move only the CHAPS classroom from Forest to Hubert. Use of the rest of the building would be up to the discretion of the superintendent.

Option 3: CHAPS Expansion. Move the current CHAPS program into Hubert, using three of the six rooms and allowing them to absorb their current wait list into the other three rooms. Hubert would thus become a CHAPS facility. Four of the classrooms could be used under the normal fee structure including the PACCS function and the remaining two rooms could be used to offer 100% free tuition or some pro-rated fee to benefit approximately 20 to 30 families. The families would need to qualify financially for these two classrooms. This program would benefit the growing need of free or reduced programs in our community.

Option 4: Preschool from High School. Move only the current Pre-K program from the high school. This option would require the use of four classrooms. The program could then expand into the rest of the space.

Option 5: CHAPS and Preschool from High School Shared Use. Have CHAPS and the existing Pre-K program share Hubert, using three rooms each and making some accommodations to share the common multi-purpose room. This is an option that would have to be analyzed and addressed by the Director of the Special Education Program.

Option 6: Preschools from High School and Mulready. Move the current Pre-K programs from the high school (4 classrooms) and Mulready (2 classrooms). The CHAPS program could then move to the space in Mulready vacated by the preschool-aged child development program.

Option 7: Division of Preschool from High School. Leave one Pre-K classroom at the high school and move the remainder to Hubert. This allows some early childhood class availability, but also allows other high school programs to expand.

Mr. Reagan outlined his space concerns regarding the High School and how the D-Building space would be used if some preschool classes were moved during the transition.

There was public comment regarding the various options.

- ◆ Continuation of Discussion of Elementary/Kindergarten Transportation Model for 2013-2014: Jodi Fortuna presented new census data on potential 2013-2014 Kindergarten students that was not available to the

Elementary Transition Committee. Information received from other districts in regard to their policies on Kindergarten student transportation was provided to the School Committee.

There was public comment regarding the various options.

V. **Special Reports & Presentations**

1. Special Education Update: Julianna Bahosh presented a Special Education update.

Highlights of the Special Education update included the Child Development Preschool Program, the restructuring of Pupil Services' position to meet the changing needs of the District, the hiring of the Therapeutic Intervention Specialist at Farley, as well as Dr. Miriam Meyer joining the High School staff, Dr. Maria Memerowicz continuing her work at JFK, and initiation of a special education family newsletter "Of Special Interest" which includes new information and highlights.

2. Family Involvement Survey Report: The results of the Spring 2012 Parent Involvement Survey and suggested action steps to be taken were presented by Dr. Fortuna and Ms. Bahosh.

VI. **Superintendent's Report** - Dr. Lyons reported:

1. School Health and Safety Advisory Council Update: The Council met on September 28th and discussed goals for the year. Nutrition, mental health issues and the new federal regulations governing school lunch and food services, and the Wellness Policy were discussed. Drew Lauer, of Whitson's Culinary, addressed the group and answered questions. Family engagement efforts were announced, including Forest Avenue's Parenting Forum series and the High School's Wellness series.
2. Open Houses: Mulready and Hubert Open Houses were held. Dr. Lyons noted that both were very well attended with high energy and enthusiasm. Dr. Lyons thanked the teachers for their hard work in making the event a valuable experience for parents.
3. Mosquito-Borne Illness Threat, Evening Events: There has been no change in the status of Hudson's identification as a moderate threat area. We have continued to follow the recommendations of the Department of Public Health and the Hudson Board of Health. To this point in time, evening athletic events have been rescheduled consistent with recommendations to "curtail dusk to dawn activity when possible". In discussion with Brian Reagan and Sam Wong, we have decided to evaluate evening events on a case-by-case basis and hold some events in the evening as scheduled.

3. Implementation and Billing for Subfinder Software License: An update on the license for Subfinder software was provided. The program will go live in January and the license is valid through December, 2013 at a cost of approximately \$845.27 per month. The contract would be renewed only if the services provided the anticipated benefits.
4. High School Attendance Policy Update: Data from the first 18 days of school provided some positive information regarding the new High School Attendance Policy. Mr. Reagan will provide a more detailed report later in the year.
5. Remote Participation in Public Meetings: Paul Blazar and the Board of Selectman requested feedback from the School Committee on how it should vote as to approving remote participation for public bodies in Hudson. Members were asked to submit feedback to Committee Chair, Sue Dunnell. Committee members discussed some of the pros and cons of remote participation.

VII. **Community Comments**

None.

VIII. **Old Business**

None.

IX. **New Business (continued)**

3. Superintendent's Evaluation Rubric Discussion

Dr. Lyons reviewed the Superintendent's Evaluation Rubric and requested that his leadership role in regard to the elementary transition and the opening of the Quinn Middle School be added to the evaluation rubric under Standard II. The Committee confirmed that the edited Superintendent's Evaluation Rubric, as presented, captured the Committee's feedback at the September 18th meeting and that the leadership with transitions should be added.

Reclassification of Funds: A motion to reclassify funds, as presented, was made by Mrs. Nelson and seconded by Mr. Calnan. On a vote of 5-0, the motion passed.

Subcommittee and Building Committee Liaison Reports

Mrs. O'Brien reported that the Policy Subcommittee had met and are working on prioritizing initiatives.

Mrs. Ducey reported that the JFK Building Committee is scheduled to meet on Tuesday, October 16th.

X. **Communications**

Mrs. Ducey noted that the manual for the MASC Conference had been sent to all members and requested that members review the resolutions.

XI. **Executive Session/Adjournment**

At 9:58 p.m., Mrs. Ducey noted that there was no need for Executive Session.

Motion to adjourn was made by Mr. Calnan and seconded by Mrs. Nelson. On a vote of 5-0, the motion passed.

Respectfully submitted,

Lynn Valcourt, Secretary
Hudson School Committee

List of Documents Source and Location

DOC NAME	SOURCE	LOCATION
School Committee Minutes of October 9, 2012	School Committee	Superintendent's Office
Superintendent's Report	Superintendent	Superintendent's Office
School Health and Safety Advisory Council Minutes	Jenny Gormley	Superintendent's Office
Forest Avenue Parenting Forum	Carla Royak Volturo	Superintendent's Office
Hudson High School Student Wellness Series: Mood Swings	Jamie Gravelle	Superintendent's Office
Email Correspondence dated October 4, 2012 re: Remote participation for public bodies	Paul Blazar / Board of Selectman	Superintendent's Office
UNESCO Trip Costs/Arrangements	Brian Reagan	Superintendent's Office
Slideshow re: Full-Day and Half-Day Scenario	Jodi Fortuna	Superintendent's Office
Slideshow re: Kindergarten Classroom Renovations for 2013-2014	Len Belli	Superintendent's Office
Memorandum re: Space Needs at Hudson High School	Brian Reagan	Superintendent's Office
Superintendent Rubric At-A-Glance	ESE	Superintendent's Office
Memorandum re: Pupil Services Highlights for 2012-2013	Julianna Bahosh	Superintendent's Office
Slideshow re: Parent Involvement Survey	Jodi Fortuna	Superintendent's Office
"Of Special Interest" Newsletter	Julianna Bahosh	Superintendent's Office
Transportation Options 1-3	Superintendent	Superintendent's Office
Reclassifications (8)	Finance Department	Superintendent's Office