

Approved

**Hudson School Committee
Open Session Minutes**

Meeting Date: August 21, 2012

Location: Administration Building
155 Apsley Street

Members present: Susan Dunnell, Lynn Valcourt, George Calnan, Jennifer O'Brien, and Brian Davis

Members absent: Tammy Ducey and Lorraine Nelson

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 Committee Chair Susan Dunnell.

II. Approval of Minutes

1. Regular Meeting – June 26, 2012: Motion to approve the minutes was made by Mrs. O'Brien and seconded by Mr. Calnan. On a vote of 5-0, the motion passed.
2. Regular Meeting – July 18, 2012: Motion to approve the minutes, as amended, was made by Ms. Valcourt and seconded by Mr. Calnan. On a vote of 5-0, the motion passed.

III. Superintendent's Report - Dr. Lyons reported:

Our annual "Readiness Day" was held on August 21st for principals, assistant principals, administrators, nurses and secretaries and focused on safety, critical scenarios, 911 procedures and other emergency issues. Representatives from R.L. McCarthy Transportation Company, Van Pool Transportation, Hudson Police Department and Hudson Fire Department were all present as we prepared for opening day.

New Staff Orientation is scheduled for August 22nd, August 23rd and August 24th. Orientation is over a three-day period where new staff will be welcomed, meet their mentors and prepare to begin the school year.

Dr. Lyons publicly thanked Leonard's Music of Hudson who generously donated replacements for the missing music equipment from J.F.K. Middle School. This item will come before the Committee for vote at a later date to accept this donation.

Food Services Update: Dr. Lyons welcomed Drew Lauer, Food Services Manager and Scott Berry, Assistant District Manager of Whitsons. Mr. Lauer and Mr. Berry expressed their excitement about joining Hudson Public Schools and look forward to a great year.

Update on Work with K12 Insight: All administrators were trained in the K12 Insight communication program. A tentative survey schedule was developed with a goal to implement a number of surveys in the first year.

Electric Services Contract – Dr. Lyons updated the Committee on the status of the approved contract with Cardinale Electric for contract and emergency electrician services which is contingent upon investigation of any conflict of interest. The action is still pending and will remain on hold until further update.

New Teacher Hires and Hiring Report: Dr. Lyons reported on the new teacher hires, presented an overview of the unfilled vacancies, and welcomed the following new teachers:

Andrea Bigos	Brian Kubicek
Sharon Bokankowitz	Linda Lane
Andrea Boure	David Leibowitz
Deirdre Durso	Miriam Meyer
Marin Gulliver	Cynthia Prockett
Ana Claudia Henriques	Cynthia Rockell
Scott Hodne	Shivonne St. George
Jennifer Hoffman	Colleen White
Mirela Ilarri Gonzalez	Andrea Woodacre

IV. **Student Presentations**

None.

V. **Community Comments**

None.

VI. **Special Reports & Presentations**

1. Director of Health, Nursing and Safety, Jenny Gormley, presented the annual Health Services update on the services and activities of the School Health and Safety Advisory Council. Dr. Sam Wong was also in attendance and provided an overview of the Community Adolescent Substance Abuse grant which Hudson Public Schools participate.

VII. **Old Business**

None.

VIII. **New Business**

- Approval of Year-End Transfers and FY12 Budget Close:

Finance Director, Patty Lange, detailed the FY12 final financials reports and recommended to the Committee the following:

Transfer of \$199,072.72 from Personnel to FY12 Transportation. Motion to approve transfer was made by Ms. Valcourt and seconded by Mr. Calnan. On a vote of 5-0, the motion passed.

Transfer of \$925,668.37 from FY12 Personnel to FY12 General Expense. Motion to approve transfer was made by Ms. Valcourt and seconded by Mr. Calnan. On a vote of 5-0, the motion passed.

Transfer of \$330,753.44 from School Choice to FY12 General Expense. Motion to approve transfer was made by Ms. Valcourt and seconded by Mrs. O'Brien. On a vote of 5-0, the motion passed.

Transfer of \$140,441.81 from School Choice to FY12 Food Services Revolving Fund. A motion to approve transfer was made by Ms. Valcourt and seconded by Mr. Calnan. On a vote of 4-1-0, with Mr. Davis abstaining, the motion passed.

Encumbrance of \$84,451.18 from FY12 General Expense to FY13 funds. Motion to approve to transfer was made by Ms. Valcourt and seconded by Mr. Calnan. On a vote of 5-0, the motion passed.

Encumbrance of \$2,069,196.68 from FY12 Personnel to FY13 funds. Motion to approve transfer was made by Ms. Valcourt and seconded by Mrs. O'Brien. On a vote of 5-0, the motion passed.

Encumbrance of \$39,606.11 from FY12 Transportation Expense to FY13 funds. Motion to approve transfer was made by Ms. Valcourt and seconded by Mr. Calnan. On a vote of 5-0, the motion passed.

Motion to approve reclassification encumbered to payroll for FY12 in the amount of \$2,069,196.68 was made by Ms. Valcourt and seconded by Mr. Calnan. On a vote of 5-0, the motion passed.

Motion to approve reclassification transfer to circuit breaker funds in the amount of \$903,473.00 was made by Ms. Valcourt and seconded by Mrs. O'Brien. On a vote of 5-0, the motion passed.

- Dr. Lyons recommended approval of the following budget recommendations:
 1. Approval of reallocation of additional funds to hire a Clinical Social Worker, paraprofessional, and contract with a Therapeutic Intervention Specialist for Farley School Intervention with additional funds in the amount of \$20,500.00: A motion to approve reallocation of additional funds to hire a Clinical Social Worker, paraprofessional, and contract with a Therapeutic Intervention Specialist for Farley School Intervention in the amount of \$20,500.00 was made by Ms. Valcourt and seconded by Mrs. O'Brien. On a vote of 4-0-1, with Mr. Calnan abstaining, the motion passed.
 2. Approval for hiring two professional positions approved in FY13 Budget: Math Specialist and .4 Forest Avenue Reading Teacher: A motion to approve the hiring of two professional positions approved in FY13 Budget: Math Specialist and .4 Forest Avenue Reading Teacher was made by Ms. Valcourt and seconded by Mr. Calnan. On a vote of 5-0, the motion passed.
 3. Approval of FTE Increases for High School Technology (.34 increase) and Elementary Music (.20 increase) at a cost of \$34,826.00: A motion to approve of FTE increases for High School Technology (.34 increase) and Elementary Music (.20 increase) at a cost of \$34,826.00, as presented, was made by Ms. Valcourt and seconded by Mr. Calnan. On a vote of 5-0, the motion passed.

- Dr. Lyons recommended approval of the following:
 1. Approval of Educator Evaluation Committee Agreed Teacher Contract Language and Approval of Adoption of Model System for Superintendent, Principals and other Administrators: A motion to approve the Educator Evaluation Committee agreed teacher contract language and approval of adoption of a model system for Superintendent, Principals and other Administrators was made by Ms. Valcourt and seconded by Mr. Calnan. On a vote of 5-0, the motion passed.

- Approval of Contract with B and H Photo Video: Dr. Lyons recommended approval of a contract with B and H Photo Video in the amount of \$16,704.31 for video production equipment. A motion to approve the contract with B and H Video, as presented, in the amount of \$16,704.31 was made by Ms. Valcourt and seconded by Mr. Calnan. On a vote of 5-0, the motion passed.
- Approval of Contract with Presideo Network Solutions: Dr. Lyons recommended approval of a contract with Presidio Network Solutions in the amount of \$76,542.71 for Hudson High School Cisco phone upgrade. A motion to approve the contract with Presidio Network Solutions, as presented, in the amount of \$76,542.71 was made by Ms. Valcourt and seconded by Mr. Calnan. On a vote of 5-0, the motion passed.
- Approval of Contract with Teachers for Teachers: Dr. Lyons recommended approval of a contract with Teachers for Teachers in the amount of \$60,300.00 for professional development. A motion to approve the contract with Teachers for Teachers, as presented, in the amount of \$60,300.00 was made by Mr. Calnan and seconded by Mrs. O'Brien. On a vote of 5-0, the motion passed.
- Reclassification of Funds: A motion to reclassify funds, as presented, was made by Ms. Valcourt and it was seconded by Mr. Calnan. On a vote of 5-0, the motion passed.
- Subcommittee and Building Committee Liaison Reports
None.

IX. 1. **Communications**

None.

X. **Executive Session/Adjournment**

Mrs. Dunnell noted that there was no need for Executive Session. At 9:50 p.m., Ms. Valcourt made a motion to adjourn and seconded by Mr. Calnan. 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 June 26, 2012	School Committee	Superintendent's Office
School Committee Minutes of July 28, 2012	School Committee	Superintendent's Office
Superintendent's Report	Superintendent	Superintendent's Office
Parent letter on Food Services changes dated August 15, 2012	Superintendent	Superintendent's Office
Whitson Newsletter	Whitsons	Superintendent's Office
K12 Insight –District Draft Engagement Plan	K12 Insight	Superintendent's Office
New Teacher Hire List	Superintendent	Superintendent's Office
Health and Wellness Update PowerPoint	Jenny Gormley	Superintendent's Office
Year-End Transfers and FY12 Budget Documentation	Patricia Lange	Superintendent's Office
Memorandum / FY12 Financial Report	Patricia Lange	Superintendent's Office
Appendix C- Teacher and Caseload Educator Model Contract Language	DESE	Superintendent's Office
Contract with B and H Photo Video	Ellen Schuck	Superintendent's Office
Contract with Presideo Network Solutions	Ellen Schuck	Superintendent's Office
Contract with Teachers for Teachers	Dr. Jodi Fortuna	Superintendent's Office
Reclassifications (14)	Finance Department	Superintendent's Office