

**Hudson School Committee  
Open Session Minutes**

**Meeting Date:** June 26, 2012

**Location:** Administration Building  
155 Apsley Street

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

**Members absent:** Susan Dunnell

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

**I. Call the Meeting to Order – 7:00 p.m.**

The meeting was called to order by Secretary Lynn Valcourt.

**II. Approval of Minutes**

- Regular Meeting - June 19, 2012: Motion to approve the minutes was made by Mr. Calnan and seconded by Mr. Davis. On a vote of 5-0-1, with Mrs. Ducey abstaining, the motion passed.

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

The Special Education Mid-Cycle Report from the Department of Elementary and Secondary Education was very positive. The report is part of the five-year Coordinated Program Review (CPR). The next review is scheduled for the 2014-2015 school year.

Dr. Mary McCarthy hosted the SEL Conference in Hudson on June 21st. The conference focused on social and emotional learning issues. Presenters included the following:

Lourdes Ramirez  
Jess Brown  
Maureen Mann  
Carla Royak Volturo  
Megan Dubay  
Judy Flum  
Laura Mullen

**IV. Student Presentations**

None.

V. **Community Comments**

None.

VI. **Special Reports & Presentations**

- Hudson High School Athletics, Report on the 2011-2012 School Year –Athletic Director Luis Macedo presented highlights of the 2011-2012 school year including mention of the Super Bowl Silver Medal, Hockey State Champions, Sportsmanship Award won by the Hudson High School Basketball Team, and Hudson High School students Emma Lambert, Kirsten Lally, Jackey Brown and Alli Tobin who went to the Gymnastics State Finals. There was discussion about implementation of new concussion policies. Mr. Davis inquired about the number of School Choice participants participating in Athletics. Mr. Macedo stated that he would provide that information. Mr. Macedo also updated the Committee on the implementation of the online registration procedures, as well as the success of the Unified Track and Field Program. Hudson High School student Annalise DiFolco shared her presentation on the Unified Track and Field Program event.
- Elementary Transition Committee Preliminary Report – Committee Co-Chairs George Calnan and Jodi Fortuna and Facilities Director, Len Belli presented the report and recommendations of the Elementary Transition Committee. The report was a culmination of a great effort by parents, staff and the community in anticipation of the opening of the Quinn Middle School and resulting changes at the PK-4 level.

Dr. Lyons thanked them for their incredible work.

Motion to accept the Elementary Transition Committee Preliminary Report into the record was made by Mr. Calnan and seconded by Mrs. O'Brien. On a vote of 4-0-2, with Ms. Nelson and Mr. Davis abstaining, the vote passed.

VII. **Old Business**

- Approval of School Committee Proposed Policy IJND - Social Media Policy: Employees : A motion to table the Proposed Policy IJND – Social Media Policy was made by Mrs. Ducey and seconded by Mr. Calnan. On a vote of 6-0, the motion passed.
- Approval of School Committee Revised Policy GCFD - Revised Definition of Non-Contractual Employees : A motion to approve the Revised Policy GCFD – Revised Definition of Non-Contractual Employees was made by Mrs. Ducey and seconded by Mr. Calnan. On a vote of 6-0, the motion passed.

Mr. Calnan read into the record:

“The term “Non-Contractual Employees” shall be defined to include only those individuals employed by the Hudson Public Schools who are not covered by either a personal individual contract or an agreement negotiated between an employee’s union or group and the Hudson School Committee, Employees who work a regular schedule, whether full or part-time but not temporary or per diem scheduled, shall be entitled to those employee benefits outlined in policies relative to “non-contractual employees”. The term does not apply to individuals who work as school year employees and individuals employed under a federal, state, or private foundation grant or program. In addition, those positions subsequently defined or created as “non-contractual” by vote of the School Committee shall thereafter be included in this definition. The minutes of the School Committee shall be the determining factor should a question ever arise as to whether a position has been classified as “non-contractual”.

- Approval to Rescind School Committee Policy GCFDB - Salary Schedules for Non-Contractual Employees: Proposal to Rescind: A motion to rescind Policy GCFDB –Salary Schedules for Non-Contractual Employees was made by Mrs. Ducey and seconded by Mr. Calnan. On a vote of 6-0, the motion passed.
- Approval of School Committee Revised Policy GCFDC - Working Schedules for Non-Contractual Employees Policy: A motion to approve the revised Policy GCFDC –Working Schedules for Non-Contractual Employees was made by Mrs. Ducey and seconded by Mr. Calnan. On a vote of 6-0, the motion passed.

Mr. Calnan read the into the record:

“The normal work week for NON-CONTRACTUAL employees shall be thirty-seven and one-half (37.5) hours. To be classified as a regular part-time employee, an individual must be scheduled to work at least one-half of the number of hours for full-time status.

On days when school has been cancelled for inclement weather, or due to other unforeseen circumstances, the non-contractual staff is expected to report to their regular assignment as scheduled, unless notified to the contrary by the Superintendent of Schools or his designee.

All attendance records for non-contractual employees shall be reported to and maintained by the Central Administration Office.”

VIII. **New Business**

- Approval of contract for Purchase of the Glencoe Mathematics Program in the amount of \$39,455.75 (subject to procurement):  
Dr. Lyons recommended approval of a contract with Glencoe Mathematics. A motion to approve the contract, as presented, subject to procurement, with Glencoe Mathematics in the amount of \$39,455.75, was made by Ms. Valcourt and seconded by Mrs. Ducey. On a vote of 6-0, the motion passed.
- Approval of contract with Vareika Construction in the amount of \$87,700.00:  
Dr. Lyons recommended approval of a contract with Vareika Construction for the Farley Roof Replacement. A motion to approve the contract, as presented, with Vareika Construction in the amount of \$87,700.00, was made by Mrs. Ducey and seconded by Mr. Calnan. On a vote of 6-0, the motion passed.
- Approval of Out-of-State Travel for Director of Health and Nursing and Two School Nurses:  
Dr. Lyons recommended approval of out-of-state travel for the Director of Health and Nursing and two school nurses to attend the Johnson & Johnson/Rutgers University Leadership Program. A motion to approve the out-of-state travel, as presented, was made by Mr. Calnan and seconded by Mrs. Nelson. On a vote of 6-0, the motion passed.
- Reclassification of Funds: A motion to reclassify funds as presented was made by Mrs. Ducey and seconded by Mr. Calnan. On a vote of 6-0, the motion passed.
- Subcommittee and Building Committee Liaison Reports  
None.

IX. **Communications**  
None.

X. **Executive Session/Adjournment**

Ms. Valcourt noted that there was no need for Executive Session. At 9:07 p.m., a motion to adjourn was made by Mrs. Ducey and seconded by Mr. Calnan. On a vote of 6-0, the motion passed.

Respectfully submitted,

Lynn Valcourt, Secretary  
Hudson School Committee

List of Documents Source and Location

<b>DOC NAME</b>	<b>SOURCE</b>	<b>LOCATION</b>
School Committee Minutes of June 19, 2012	School Committee	Superintendent's Office
Superintendent's Report	Superintendent	Superintendent's Office
DESE Mid-Cycle Report	Dept. of Elementary and Secondary Education	Superintendent's Office
Athletic Participation by Sport	Luis Macdeo	Superintendent's Office
Elementary Transition Committee Report	Elementary Transition Committee	Superintendent's Office
Proposed Policy IJND – Social Media Policy: Employees	School Committee	Superintendent's Office
Proposed Revised Policy GCFD – Revised Definition of Non-Contractual Employees	School Committee	Superintendent's Office
Proposed Revised Policy GCFDB – Salary Schedules for Non-Contractual Employees: Proposal to Rescind	School Committee	Superintendent's Office
Proposed Revised Policy GCFDC – Working Schedules for Non-Contractual Employees	School Committee	Superintendent's Office
Memorandum and Contract with Glencoe Mathematics Program	Jodi Fortuna	Superintendent's Office
Contract with Vareika Construction, Inc.	Leonard Belli	Superintendent's Office
Out-of-State Travel Policy	School Committee	Superintendent's Office
Reclassifications (3)	Finance Department	Superintendent's Office