

*Approved*

**Hudson School Committee  
Open Session Minutes**

**Meeting Date:** June 19, 2012

**Location:** Administration Building  
155 Apsley Street

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

**Members absent:** Tammy Ducey  
Lorraine Nelson

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

**I. Call the Meeting to Order – 7:05 p.m.**

The meeting was called to order by Committee Chair Susan Dunnell.

**II. Approval of Minutes**

1. Regular Meeting - June 19, 2012: Motion to approve the minutes was made by Ms. Valcourt and seconded by Mr. Calnan. On a vote of 4-0-1, with Mrs. O'Brien abstaining, the motion passed.

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

On the last day of school, the instructional staff and administration met in the auditorium for an end of the year celebration of school year accomplishments. School highlights were shared. The following retirees were honored: Guillermo Bartholomae, 16 years of service; Maria DaSilva, 11 years of service; Elizabeth Ferns, 17 years of service; Joanna Hickey, 26 years of service; Diane MacKay, 25 years of service; Jose Monteiro, 11 years of service; Donna Payne, 25 years of service and Frances Temple, 28 years of service.

In addition to honoring retirees, Unsung Hero awards were presented as follows: Hubert, Laura Mullen; Mulready, Mary Young; Forest Ave, Julie Shaw; Farley, Lisette Zinner; JFK, Rolf Wasserman; and HHS, Jamie Gravelle.

School Choice is available at Hudson High School. An advertisement was published in the Community Advocate last week.

#### IV. **Student Presentations**

Project Lead the Way – Ellen Schuck, teacher Ryan Dailey and Brian Reagan described the purpose and history of the Project Lead the Way program at HHS. Students Loan Vuong, Cole Chiasson, Sam DeSousa, Miranda Eiben and Cody Piers, enthusiastically shared their experiences in the PLTW pre-engineering courses and demonstrated examples of their projects that they completed this past year.

#### V. **Community Comments**

None.

#### VI. **Special Reports & Presentations**

- I. Scott Darlington presented his findings on research conducted on Hudson High graduates and described the discussions among faculty and administration about how HHS is preparing students for college and career. Scott described some of the opportunities to create "pathways" of course groupings and sequences presented by the new schedule.

#### II. **Old Business**

- Authorize the Superintendent to Negotiate a Contract with the Selected Food Service Management Company: Dr. Lyons reported that Whitsons Culinary is the Evaluation Committee's choice to engage as a Food Service Management Company (FSMC). A motion to authorize the Superintendent to negotiate a contract with Whitsons, pending approval of a procurement, was made by Ms. Valcourt and seconded by Mr. Davis. On a vote of 4-0-1, with Mr. Calnan abstaining, the motion passed.

#### III. **New Business**

- Approval of School Improvement Plan - J.L. Mulready School - Principal Charlene Cook presented the *School Improvement Plan* for J.L. Mulready School. Ms. Cook thanked the Mulready School Council members for their work on the plan. A motion to approve the *J.L. Mulready School Improvement Plan* was made by Ms. Valcourt and seconded by Mr. Calnan. On a vote of 5-0, the motion passed.
- Approval of School Improvement Plan - C.A. Farley Elementary - Jodi Fortuna presented the *School Improvement Plan* for C.A. Farley Elementary School on behalf of Principal Sharon MacDonald. Dr. Fortuna thanked the Farley School Council members for their work on the plan. A motion to approve the *C.A. Farley Elementary School Improvement Plan* was made by Ms. Valcourt and seconded by Mr. Calnan. On a vote of 5-0, the motion passed.

- Approval of School Improvement Plan - Hudson High School - Brian Reagan presented the *School Improvement Plan* for Hudson High School. Mr. Reagan thanked the HHS School Council members for their work on the plan. A motion to approve the Hudson High School *School Improvement Plan* was made by Ms. Valcourt and seconded by Mr. Calnan. On a vote of 5-0, the motion passed.
- Approval of Hudson High School Handbook: Principal Brian Reagan presented proposed changes to the Hudson High School Student/Parent Handbook for 2012-2013. Changes to the Student Attendance Policy was a focus of the presentation. Other changes included updates to align the Handbook with established practice and a change to language about student long-term suspension and the appeal process. A motion to approve the changes, as presented, was made by Ms. Valcourt and seconded by Mr. Calnan. On a vote of 5-0, the motion passed.
- Approval of Changes to the 2012-2013 School Calendar: A motion to approve changes, as presented, was made by Ms. Valcourt and seconded by Mr. Calnan. On a vote of 5-0, the motion passed. The changes included the addition of a High School graduation date of June 2, 2013, addition of Hubert open house on October 4th, and change of JFK open houses to October 10th and 11th.
- Approval of Middle School Mathematics Program Adoption: Dr. Fortuna presented a proposal to adopt the Glencoe Mathematics Program for JFK and for piloting in three grade 5 classrooms next year. Jodi described the process of selection and the programs that were considered by the selection team. Ms. Valcourt spoke in support on behalf of the Strategic Goals Subcommittee and commented on the open process for selection that included strong teacher participation and voice. Dr. Lyons recommended approval of the adoption and stated that, if approved, a contract for purchase would be brought to the Committee for approval on June 26th. A motion to approve the Middle School Mathematics Program (Glencoe), as presented, was made by Ms. Valcourt and seconded by Mrs. Dunnell. On a vote of 5-0, the motion passed.
- Approval of Revised Management Organization Chart: Dr. Lyons recommended approval of a revised management organization chart. A motion to approve the revised management organization chart, as presented, was made by Ms. Valcourt and seconded by Mr. Calnan. On a vote of 4-0-1, with Mr. Davis abstaining, the motion passed.

- First Reading of Proposed Policy IJND - Social Media Policy: Employees  
Mrs. O'Brien introduced the proposed policy and provided context of its development. Dr. Lyons informed the Committee that the full policy will be posted on the District website for review, and distributed to all staff. Action on the policy is scheduled for June 26.
- First Reading of Revised Policy GCFD - Revised Definition of Non-Contractual Employees  
Mr. Calnan read the proposal into the record and Dr. Lyons informed the Committee that the proposal will be posted on the District website for review and distributed to all staff. Action on the policy is scheduled for June 26<sup>th</sup>.
- First Reading of Revised Policy GCFDB - Salary Schedules for Non-Contractual Employees: Proposal to Rescind  
Mr. Calnan introduced the proposal and Dr. Lyons commented that salary schedules for non-contractual employees had not been used for many years. The proposal will be posted on the District website for review and distributed to all staff. Action on the policy is scheduled for June 26<sup>th</sup>.
- First Reading of Revised Policy GCFDC - Working Schedules for Non-Contractual Employees Policy  
Mr. Calnan read the proposed revision into the record, and Dr. Lyons informed the Committee that the proposed revision will be posted on the District website for review, and that this will be an item on the agenda for the June 26<sup>th</sup> meeting for a vote.
- Approval of Whalley Computer Contract: Dr. Lyons recommended approval of a contract with Whalley Computer Associates, Inc. for wireless access and software support. A motion to approve contract, as presented, to Whalley Computer Associates, Inc. in the amount of \$22,260.00, was made by Ms. Valcourt and seconded by Mr. Calnan. On a vote of 5-0, the motion passed.
- Reclassification of Funds: Motion to reclassify funds as presented was made by Ms. Valcourt and seconded by Mrs. Dunnell. On a vote of 5-0, the motion passed.
- Subcommittee and Building Committee Liaison Reports  
None.

#### **IV Communications**

None.

## V. Executive Session/Adjournment

Mrs. Dunnell noted that there was need for Executive Session for the purpose of discussing non-unit bargaining strategy and will not return to public session.

Roll Call:

Mrs. Dunnell - Yes

Ms. Valcourt - Yes

Mr. Calnan - Yes

Mrs. O'Brien - Yes

Mr. Davis - Yes

At 10:44 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

<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
List of 2012 Professional Teacher Status Recipients	Superintendent	Superintendent's Office
National Student Clearinghouse Student Tracker	Scott Darlington	Superintendent's Office
J. L. Mulready Elementary School - <i>School Improvement Plan</i>	Charlene Cook	Superintendent's Office
C.A. Farley Elementary School - <i>School Improvement Plan</i>	Sharon MacDonald	Superintendent's Office
Hudson High School <i>School Improvement Plan</i>		
Hudson High School Student/Parent Handbook Proposed Changes	Brian Reagan	
Hudson High School Attendance Proposed Changes Document		
Revised 2012-2013 School Calendar	Superintendent	Superintendent's Office
Middle School Mathematics Program Proposal and Related Document on Standards	Jodi Fortuna	Superintendent'
Management Organization Chart – June 2012	Superintendent	Superintendent's Office
Proposed Policy IJND – Social Media Policy: Employees	Superintendent	Superintendent's Office
Proposed Revised Policy GCFD – Revised Definition of Non-Contractual Employees	Superintendent	Superintendent's Office
Proposed Revised Policy GCFDB – Salary Schedules for Non-Contractual Employees: Proposal to Rescind	Superintendent	Superintendent's Office
Proposed Revised Policy GCFDC – Working Schedules for Non-Contractual Employees	Superintendent	Superintendent's Office
Whalley Computer Associates, Inc. Contract	Ellen Schuck	Superintendent's Office
Reclassifications (1)	Finance Department	Superintendent's Office