

Approved

Hudson School Committee Budget Workshop Minutes

Date: January 24, 2012

Location: Administration Building
155 Apsley Street

Members present: Lynn Valcourt, Tammy Ducey, David Baran, George Calnan, Jennifer O'Brien and Lorraine Nelson

Absent: Susan Dunnell, Chair
Ricky Gelin, Student Representative

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

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

The meeting was called to order by the Committee Member, Lynn Valcourt.

II. **Approval of Minutes**

Regular Meeting – January 10, 2012: Motion to approve minutes was made by Ms. Valcourt and seconded by Mr. Calnan. On a vote of 6-0, the motion passed.

Budget Hearing – January 10, 2012: Motion to approve minutes was made by Mrs. Ducey and seconded by Mr. Baran. On a vote of 6-0, the motion passed.

III. **Superintendent's Report** – Dr. Kevin Lyons reported on the following:

- Dr. Lyons updated with the Committee on the status of the Assistant Superintendent search. The Interview Committee will be chaired by Principal Charlene Cook. Application deadline is February 10, 2012.
- Dr. Lyons shared with the Committee that Principal Mary McCarthy and teacher Laura Mullen were feature presenters at Boston University at a conference on “Integrating Anti-Bullying Practices in K-8 Classrooms”.

IV. **Special Reports & Presentations**

Leaves of Citizenship – Principal David Champigny and staff of Forest Avenue updated the Committee on the success of the Leaves of Citizenship Positive Behavior Support Program which focuses on student behavior and the positive impact it has had on the student culture.

High School Counseling Department – Principal Brian Reagan and Counseling Department Director Angie Wilcox updated the Committee on the various counseling programs and services available at the High School, as well as informational meetings held for parents. The Counseling website is also updated and provides students and parents with information on programs, activities and events.

Committee members commented on the success of the department and the continued need for these programs.

Member Lynn Valcourt informed the Committee that the Agenda would be taken out of order.

V. **New Business**

1. **Food Services Management** – Dr. Lyons updated the Committee that the Budget Subcommittee has been exploring outside management services. The Budget Subcommittee has interviewed four providers.

There were comments from the public and Committee members.

Member Lynn Valcourt made a motion to direct Dr. Lyons to prepare a Request for Proposal for Food Services Management.

Motion to prepare a Request for Proposal was made by Mr. Baran and seconded by Mrs. Ducey. On a vote of 6-0, the motion passed

VI. **Student Presentations**

None.

VII. **Community Comments**

None.

VIII. **Old Business**

Correction and Revote of FY13 Preliminary Budget – The Committee voted at the January 10th meeting on the Preliminary FY13 budget numbers for personnel, general expense and transportation corresponding to the level-services budget, rather than the recommended budget due to an administrative error. The Committee was asked to vote again on the correct figures.

Personnel – \$27,438,692.33: Motion to approve was made by Mrs. Ducey and seconded by Mr. Baron. On a vote of 6-01-, with Mr. Calnan abstaining, the motion passed.

General Expense - \$6,496,258.37: Motion to approve was made by Mr. Baran and seconded by Mrs. Ducey. On a vote of 6-0, the motion passed.

Transportation - \$1,800,055.00: Motion to approve was made by Mrs. Ducey and seconded by Mr. Baron. On a vote of 6-01, the motion passed.

IX. **New Business**

1. **First Reading of School Committee Policy Revision: Enrollment of Children of Employees:**

Mr. Calnan read the following proposed JFABB revision for Enrollment of Children of Employees into the record:

“The legal children of full-time employees of the Hudson Public Schools may enroll in the school district, subject to the enrollment requirements for all students. Placement of students in a specific elementary school is subject to enrollment as determined by the Superintendent of Schools.

If employment terminates for an employee, the former employee’s child enrolled under this policy must attend school in his/her district of residence.

The District does not provide transportation to students enrolled under this policy. Transportation to and from school and activities is the sole responsibility of the employee.”

2. **First Reading of School Committee Policy Revision: Student Transportation: Discipline**

Mrs. O’Brien described Hudson School Committee Policy JICC and the need for this policy and informed the Committee that the policy will be posted to the District website for two weeks and circulated to all staff for comment.

3. **Approval of Contract with BBE Corporation:**

Dr. Lyons recommended approval of a contract with BBE Corporation in the amount of \$13,557.00 for yearly elevator maintenance and inspection. A motion to approve was made by Mrs. Ducey and seconded by Mr. Calnan. On a vote of 6-0, the motion passed.

4. **Approval of Overnight Field Trip – Hudson High School Business Professionals of America State Leadership Conference:**

X. Dr. Lyons recommended approval of the overnight field trip for the Hudson High School members of the Business Professionals of America (BPA) to attend the State Leadership Conference in Framingham on March 3, 4 and 5, 2012. A motion to approve overnight field trip for the Hudson High School Business Professionals of America members was made by Mr. Baran and seconded by Mrs. Ducey. On a vote 6-0, the motion passed.

XI. 5. .

XII. **Reclassification of Funds**

Motion to approve reclassification of funds as presented was made by Mrs. Ducey and seconded by Mr. Baran. On a vote of 6-0, the motion passed.

XIII. **Subcommittee and Building Committee Liaison Reports**

None.

IX **Communications**

Ms. Valcourt shared with the Committee that the NSBA Annual Conference will be held in April in Boston

X. **Executive Session/Adjournment**

At 8:41 p.m., Member, Ms. Valcourt, noted that there was need for an Executive Session for collective bargaining strategy discussions with the Hudson Education Association.

Ms. Valcourt made a motion to enter Executive Session.

The motion was seconded by Mrs. Ducey. Vote by roll call:

Ms. Valcourt - yes
Mrs. Ducey - yes
Mr. Baran – yes
Mr. Calnan – yes
Mrs. O’Brien - yes
Mrs. Nelson – yes

Respectfully submitted,

Lynn Valcourt, Secretary
Hudson School Committee

List of Documents Source and Location

DOC NAME	SOURCE	LOCATION
Superintendent's Report	Superintendent	Superintendent's Office
Superintendent's Power Point Presentation	Superintendent	Superintendent's Office
Minutes of January 25, 2012	Superintendent	Superintendent's Office
Integrating Anti-Bullying Practices into K-8 Classrooms	Mary McCarthy	Superintendent's Office
Leaves of Citizenship	David Champigny	Superintendent's Office
Hudson High School Counseling Department	Brian Reagan	Superintendent's Office
School Committee Correction and Revote of Preliminary FY13 Budget	Director of Finance	Finance Office
Proposed Hudson School Committee Policy JFABB Revision: Enrollment of Children of Employees	School Committee	Superintendent's Office
Proposed Hudson School Committee Policy JICC Revision: Student Transportation Discipline	School Committee	Superintendent's Office
BBE Contract in the amount of \$13,557.00	Director of Buildings & Grounds	Superintendent's Office
Overnight Field Trip: Business Professional of America Club	Brian Reagan	Superintendent's Office
Policy for special Dedication of School, Facilities, Areas With School Buildings, or on School Grounds	School Committee	Superintendent's Office

Hudson School Committee Budget Hearing Minutes

Date: January 10, 2012

Location: Administration Building
155 Apsley Street

Members present: Susan Dunnell, Lynn Valcourt, Tammy Ducey, David Baran, George Calnan, Lorraine Nelson and Jennifer O'Brien

Student Representative: Ricky Gelin

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

I. Call the Meeting to Order – 8:31 p.m.

The meeting was called to order by the Chair, Susan Dunnell.

II. Presentation of Superintendent's Recommended Preliminary FY13 School Budget

- Revenue Assumptions
- Level-Services Budget
- Personnel and General Expenses included in the Needs-Based Budget
- Differences between projected revenues and the Level-Services Budget (-\$644,251) and Needs-Based Budget (-\$1,185,266)

III. Remarks by Budget Subcommittee:

Chair, Susan Dunnell, thanked Joseph Durrant for his attendance at the budget subcommittee meetings.

IV. Approval of Preliminary FY13 School Budget:

- **Personnel - \$27,107,272.26:** Motion to approve was made by Mrs. Ducey and seconded by Ms. Valcourt. On a vote of 6-0-1, with Mr. Calnan abstaining, the motion passed.
- **General Expense - \$6,283,663.37:** Motion to approve was made by Ms. Valcourt and seconded by Mrs. Ducey. On a vote of 7-0, the motion passed.
- **Transportation - \$1,800,055.00:** Motion to approve was made by Ms. Valcourt and seconded by Mrs. Ducey. On a vote of 7-0, the motion passed.

V. Adjournment:

Chair, Susan Dunnell, noted that the Committee will return to the regular meeting. At 9:10 p.m., motion to adjourn the Budget Hearing was made by Ms. Valcourt. Motion was seconded by Mr. Baran. On a vote 7-0, the motion passed.

Respectfully submitted,

Lynn Valcourt, Secretary
Hudson School Committee