

Approved

Hudson School Committee
Open Session Minutes

Date: August 23, 2011

Location: Administration Building
155 Apsley Street

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

Members absent: Lorraine Nelson

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 the Chair, Susan Dunnell.

II. **Approval of Minutes**

Regular Meeting - June 28, 2011: Motion to approve minutes was made by Mrs. Valcourt and seconded by Mr. Baran. The vote was 6-0. The motion passed.

Regular Meeting - July 28, 2011: Motion to approve minutes was made by Mrs. Valcourt and seconded by Mr. Baran. The vote was 4-2, with Mrs. Ducey and Mr. Calnan abstaining.

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

- Dr. Lyons introduced Julia Pisegna to the School Committee as the Superintendent's new Executive Assistant and Recording Secretary for the School Committee meetings.
- Buildings and Grounds: Dr. Lyons reported that Len Belli, Director of Buildings and Grounds, and his team have completed the summer cleaning of the schools. Dr. Lyons mentioned some of the challenges they meet completing everything before the school year begins, especially when working around the on-going summer programs, but stated that they have done a wonderful job and are ready to begin the school year.
- New Hires: Dr. Lyons reported on what a busy summer it has been. There have been 28 new employees hired, including teachers, paraprofessionals and ABA therapists. The annual event of new staff orientation was held. Todd Wallingford led the teacher inductions, along with his mentoring team. Dr. Lyons reported on the comprehensive hiring system which is in place, including evaluating, interviewing and job references. Dr. Lyons stated that there will be a few additional August hires.

Approved

The following names are a list of the new hires, their position and school location:

<u>Name</u>	<u>Position</u>	<u>School</u>
Melissa Angland	School Psychologist/Team Chair	Farley
Patricia Bergeron	Paraeducator	Farley
Jamie Boda	Special Education Teacher	JFK
Tracey Calandra	Learning Disabilities Teacher	Farley
Carissa Calvao	Special Education Teacher	Hudson High School
Deborah Carroll	ABA Therapist	Mulready
Kristen Carter	School Psychologist	JFK
Laura Chagnon	Deaf and Hard of Hearing Teacher	Hudson High School
Cameron Cieslik	Government Access Manager	Hudson High School
Karen Eadie	Elementary Teacher – Grade 1	Forest Avenue
Daniel Fahey	Paraeducator	Hudson High School
Jessica Genninger	Paraeducator	Farley
Jamie Gravelle	Mental Health Counselor	Hudson High School
Tanya Gurge	Paraeducator	Hudson High School
Gretchen Houseman	World Language Teacher	Hudson High School
Elizabeth Korandanis	Board Certified Behavior Analyst	District
Lisa Leger	Title I Math Teacher	Farley
Jonathan LeSage	Physical Education Teacher	Hudson High School
Mallory Masciarelli	Math Teacher	Hudson High School
Dena O'Leary	English Language Arts Teacher	Hudson High School
Maureen Pollard	Paraeducator	Farley
Cary Schwartz	Math Teacher	Hudson High School
Linda Strahle	Math Teacher	JFK
Christina Strauss	Music Teacher	Farley
Gloria Huber	Kindergarten Reading Teacher	Hubert
Elena Westburg	Paraeducator	Mulready
Bonnie Wilson	Paraeducator	Hudson High School
Andrea Woodacre	English Language Arts Teacher	Hudson High School

- Enrollment: Dr. Lyons stated that the numbers looked very good in terms of class sizes. Across the elementary schools, the distribution is terrific and spread across the district.
- Opening of School: Dr. Lyons shared the success of the first annual "Readiness Day" which focused on safety, and what a positive message it sent to the staff present, which included principals, assistant principals, nurses and secretaries, as well as police, fire, public safety, a member from the Board of Health, and members of our new transportation company. They discussed critical scenarios, 911 procedures, and other emergency issues. Dr. Lyons stated that the presentation was very well received.

Approved

- Policies of the Hudson School Committee Policy Manual: Dr. Lyons thanked the Committee for all their work in the policy manual and expressed the importance of having those manuals updated. Dr. Lyons also explained what a task it was to complete the manuals. He appreciated all of their efforts, and confirmed that the system is now available online on our website in a user-friendly format.
- Todd Wallingford Scholarly Journal Publication: Dr. Lyons shared that Todd Wallingford, Director of Secondary Humanities, co-authored an article which was published in the International Journal of Educational and Psychological Assessment, an article entitled "Development of the Teaching Economic Literacy: Confident and Anxiety Instrument".

IV. **Student Presentations**

None.

V. **Community Comments**

None.

VI. **Special Reports & Presentations**

1. Health Services Updates– Jenny Gormley

Jenny Gormley presented a follow-up report on the results of the 2011 MetroWest Adolescent Health Survey in our District and region. Two of our school nurses, Pat Emmons from Hudson High School and Elaine McKenna from Mulready School, shared some insight and examples of the nurse's responsibilities in the school system and how important the need is for nurses to be in the schools for both student and parents.

Ms. Valcourt, Mr. Calnan, Mrs. Ducey, Mr. Baran and Mrs. Dunnell thanked the nurses for their commitment and the Committee members expressed their gratitude for all the nurses do on a day-to-day basis and the impact of their care on the students.

VII. **Old Business**

1. Hudson High School Attendance Policy – Brian K. Reagan

Mr. Reagan made a presentation regarding the change to the Hudson High School Attendance Policy. Being new to the high school and the district, Mr. Reagan expressed his concerns for making changes in the policy and the effect that it would have on the students and explained how it is one of the most important policies and one which has a direct impact on the student credit loss and graduation. Mr. Reagan stated that he believes that for an effective policy to be in place, an additional year would be needed to assess and to review the existing policy with the larger parent population, student population and faculty.

Approved

VIII. New Business

1. Preliminary Approval of Hudson High School German Exchange Trip – Scott Darlington presented to the Committee the tentative itinerary for the German Exchange Trip, the goals of the trip, and the positive cultural experience it is for the students who travel.

Motion to approve the preliminary approval of the Hudson High School German Exchange Trip was made by Mrs. Valcourt and seconded by Mrs. Ducey. The vote was 6-0. The motion passed.

2. Approval of FY11 Closing Transfers – Patty Lange detailed the FY11 final financial reports and recommended to the Committee the following:

- Transfer of \$154,046.22 from School Choice to FY11 Transportation. Motion to approve the transfer was made by Mrs. Ducey and seconded by Mr. Baran. The vote was 6-0. The motion passed.
- Transfer of \$1,923,057.53 from FY11 Personnel to FY11 General Expense. Motion to approve the transfer was made by Mrs. Ducey and seconded by Mr. Calnan. The vote was 6-0. The motion passed.
- Transfer of \$187,977.65 from School Choice to FY11 General Expenses. Motion to approve the transfer was made by Mrs. Ducey and seconded by Ms. Valcourt. The vote was 6-0. The motion passed.
- Transfer of \$86,251.87 from School Choice to FY11 Food Services Revolving Fund. Motion to approve the transfer was made by Mrs. Ducey and seconded by Mrs. Ducey and seconded by Ms. Valcourt. The vote was 6-0. The motion passed.
- Encumbrance of \$118,151.17 from FY11 General Expense to FY12 funds. Motion to approve the transfer was made by Mrs. Ducey and seconded by Ms. Valcourt. The vote was 6-0. The motion passed.
- Encumbrance of \$1,877,360.20 from FY11 Personnel to FY12 funds. Motion to approve the transfer was made by Mrs. Ducey and seconded by Mr. Calnan. The vote was 6-0. The motion passed.

3. Race to the Top (RT3): Dr. Lyons stated that the District was awarded \$125K over four years and that a team consisting of representatives of the School Committee, teacher's union, and superintendent was required by the grant. Due to the vacancy left by Mr. Yates, the School Committee is required to appoint a new representative.

Motion to approve Jennifer O'Brien as representative of the Race to the Top team was made by Mrs. Ducey. Motion was seconded by Mr. Calnan. Vote: 6-0 abstained. The motion passed.

Mrs. Dunnell also added that due to the departure of Mr. Yates, there was also a vacancy left on the CHAPS board. Mrs. Dunnell recommended Jennifer O'Brien.

Approved

Motion to approve Jennifer O'Brien as representative of the CHAPS team was made by Mr. Calnan. Motion was seconded by Mrs. Ducey. Vote: 6-0 abstained. The motion passed.

4. Approval of Food Services Contracts:

➤ Bimbo Foods, Inc.	\$ 5,862.14
➤ Calise & Sons Bakery	\$ 600.80
➤ Sysco Boston, LLC	\$ 52,489.09
➤ Costa Fruit & Produce Co.	\$ 46,340.81
➤ Performance Food Group, Inc.	\$ 19,451.96
➤ Thurston Foods, Inc.	\$ 22,505.07
➤ Mansfield Paper Company, Inc.	\$ 15,604.35
➤ Garelick Farms Lynn	\$ 89,328.20

Eight contracts for the Food Services Department in the amount of \$252,182.42 was recommended by the Superintendent. Motion to approve the Food Services contracts in the amount of \$252,182.42 was made by Ms. Valcourt and seconded by Mrs. Ducey. On a vote of 6-0, the motion passed unanimously.

5. Motion to approve the contract for purchase of Investigations workbooks in the amount of \$26,575.84 was recommended by the Superintendent.

Motion to approve the Investigations workbooks contract in the amount of \$26,575.84 was made by Mrs. Ducey and seconded by Mr. Calnan. On a vote of 6-0, the motion passed unanimously.

6. Motion to approve the contract for purchase of History Alive and Geography Alive instructional materials in the amount of \$6,440.90 was recommended by the Superintendent.

Motion to approve the History Alive and Geography Alive instructional materials in the amount of \$6,440.90 was made by Mrs. Ducey and seconded by Mr. Calnan. On a vote of 6-0, the motion passed unanimously.

Reclassification of Funds

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

Subcommittee and Building Committee Liaison Reports – None.

Approved

Communications

Executive Session/Adjournment

At 8:43 p.m., Mrs. Dunnell noted that there was a need for an Executive Session for the purpose of discussing collective bargaining strategy with the secretaries union and with the teachers union.

Mrs. Ducey made a motion to enter Executive Session.

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

- Ms. Valcourt – yes.
- Mrs. Ducey – yes
- Mr. Baran – yes
- Mrs. Dunnell – yes
- Mr. Baran - yes
- Mr. Calnan – yes
- Mrs. O'Brien – yes

The motion passed.

Mr. Calnan noted for the record that he would recuse himself from any discussion concerning the secretaries union.

Mrs. Dunnell noted the session was being called under MGL Ch.39, S.23,B(3) for the purpose of discussing collective bargaining strategies with the secretarial union and teachers union and the Committee would not return to public session.

Respectfully submitted,

Lynn Valcourt, Secretary
Hudson School Committee

Approved

List of Documents Source and Location

DOC NAME	SOURCE	LOCATION
School Committee Minutes of June 28, 2011	School Committee	Superintendent's Office
School Committee Minutes of July 28, 2011	School Committee	Superintendent's Office
Superintendent Report	Superintendent	Superintendent's Office
MetroWest Health Survey	Superintendent	Superintendent's Office
HHS Student-Parent Handbook	Superintendent	Superintendent's Office
Food Services Contract Information/Procurement	Superintendent	Superintendent's Office
Investigations Contract	Superintendent	Superintendent's Office
History Alive and Geography Alive Contract	Superintendent	Superintendent's Office