

Approved

**Hudson School Committee
Open Session Minutes**

Meeting Date: September 24, 2013

Location: Administration Building
155 Apsley Street

Members present: Susan Dunnell, Lynn Valcourt, Tammy Ducey, Jennifer O'Brien,
Lorraine Nelson and Brian Davis

Student Representative: Alex Schley

Others present: Dr. Kevin M. Lyons, Superintendent

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

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

II. Approval of Minutes

1. Regular Meeting – September 10, 2013: A motion to approve the minutes was made by Mrs. Ducey and seconded by Mrs. Nelson. On a vote of 4-0, the motion passed.

Ms. Valcourt and Mr. Davis entered the meeting at 7:05 p.m.

III. Superintendent's Report – Dr. Kevin Lyons

Opening of School:

Dr. Lyons reported that the beginning of school continues to go very well. Open Houses were held at Forest Avenue, Quinn Middle School and Hudson High School. All school buildings looked great and Dr. Lyons thanked the Buildings and Grounds staff for all their hard work over the summer.

At all open houses, the parents were introduced by teachers to curriculum and instruction, and expectations of student for the coming year. Dr. Lyons thanked the teachers for all their work in preparing for open houses and noted that the presentations were very focused on instructional priorities.

Quinn Middle School Open House was very special. Principal Brian Daniels spoke to the parents and thanked the Hudson community and taxpayers who overwhelmingly voted for the new school and their continued demonstration of support for students and the school system.

MCAS and Accountability Status:

District MCAS scores were released on Friday and the District has been identified as Level III. The District will receive assistance from the State and access services through the District and School Assistance Center (DSAC). The Office of District and School Accountability will conduct a District Review in March, 2014 to help identify instructional or other issues that need to be addressed. This review will be broad and cover leadership, governance, finance, curriculum, and instruction. DSAC will be a hands-on consultant with the District working with administrators and teachers with the goal of moving back up in accountability status. This team will offer a pre-visit presentation to the School Committee and a follow-up presentation to report its findings.

Dr. Lyons welcomes the opportunity for an objective and expert assessment of the school system and sees great potential for recommendations from the Review Team to be integrated with the District's strategic priorities.

David J. Quinn Middle School Dedication:

The JFK Building Committee met on September 17th where they celebrated the completion of the project of the new Quinn Middle School which was completed on time and on budget. Dr. Lyons thanked those involved for their great management and for a job well done.

Discussions began for the dedication of the new school and the opportunity to open the doors to the community with building tours. The dedication ceremony will be during school hours and will include invitations to Town Board members, MSBA, state leaders and the district legislators, as well as members of the Quinn family.

A subcommittee of the Building Committee has been formed to plan the dedication and tours. Present members include Dr. Lyons, Tammy Ducey, Frank Noyes and John Parent. Dr. Lyons invited other School Committee members who might be interested to contact Committee Chair Susan Dunnell.

Strategic Priorities Focus Groups on October 2nd and 3rd:

K12 Insight will conduct focus groups with respondents to the June Strategic Priorities Survey and with parents of students with disabilities. Out of the 620 respondents, 160 indicated that they would participate in a follow-up focus group.

K12 has made an exception to their operating procedure in regard to the focus group with special education parents which typically excludes management and has invited Catherine Kilcoyne, Director of Pupil Services, to be present as a listener due to her short term in the District.

K12 Insight researchers facilitate sessions and will prepare reports on the focus groups to enhance our understanding of the survey results.

Announcement of Possible Appointment by School Committee and Board of Selectmen:

Dr. Lyons announced that Dolores Sharek was appointed to the vacancy on the Assabet Valley Regional Vocational School District School Committee at the joint meeting of the Board of Selectmen and the School Committee held on Monday, September 23rd.

Dr. Lyons thanked the other two candidates for their presentation and interest in the position and thanked Committee members for their work in filling this vacancy.

Substitute Training and Recruitment Workshop, September 26th:

Director of Elementary Education, Karen Martin, will lead a workshop for substitute teachers and substitute paraeducators on September 26th. This training began last year and is designed to give current substitutes skills and knowledge, as well as recruit new substitutes to enlarge and strengthen our pool. This event was advertised in Action Unlimited. SubFinder has proven to be a valuable tool in the District for recruitment and assignment of substitutes.

IV. Special Reports and Presentations:

Annual Hudson Education Foundation Grants – Glen Maston, HEF President:

Mr. Maston thanked Hudson Education Foundation as it enters its 19th year of serving the District. Mr. Maston noted that the Foundation has taken steps to open their program up to Hudson High School students and invited any students interested in community service opportunities to contact the Hudson Education Foundation.

Mr. Maston presented the Hudson Education Foundation Grants to the following:

- Doris Monteiro - Ms. Monteiro accepted the Hudson Education Foundation grant on behalf of Forest Avenue Elementary School for the "The Story Behind the Story" by author/illustrator Maryann Cocca-Leffler. Ms. Cocca-Leffler will come to Forest Avenue School and share her experience of writing her book, sketches and paintings, and gives the students homework to look into their own lives and to go home and create their own story.
- Dawn Yoshioka and Madelyn Kanter – Ms. Yoshioka accepted the Hudson Education Foundation grant on behalf of the Quinn Middle School to continue the tradition of author Yoko Kawashima Watkins' presentation to the 6th graders at Quinn Middle School. The event is a core part of the curriculum. Ms. Kawashima Watkins shares her memoirs of her life struggles including bullying in school which connects directly to the bullying and harassment program at Quinn Middle School. Ms. Kawashima Watkins is a powerful role model and her presentation is eagerly anticipated by all students.
- Pamela Klotz and Marybeth Ryan – Ms. Klotz accepted the Hudson Education Foundation grant on behalf of Hudson High School for The Civic Mirror program which has become a hallmark in the freshman civic class. Ms. Klotz described the program as a wonderful learning experience which challenges students to raise and provide for a family of seven from everything to education, health care, food, shelter, luxuries and dealing with governmental issues.
- Julie Snyder – Ms. Snyder accepted the Hudson Education Foundation grant on behalf of Hudson High School for the Let's Get Our Hands Dirty – Growing, Cooking and Eating Local. Ms. Snyder described the success of the organic gardening program at the high school which continues to promote healthy eating, healthy living and buying local.

Committee Chair Susan Dunnell thanked the Hudson Education Foundation and the teachers for a wonderful job and for all they do for the students.

Mr. Maston acknowledged the retirement of Marianne Vergano-Laughton and thanked her for 10 years of committed and dedicated service and guidance to the Foundation.

Opening of Quinn Middle School – Principal Brian Daniels:

Principal Brian Daniels thanked Committee members for the opportunity to share with them some on the highlights of the opening of the new Quinn Middle School.

Mr. Daniels presented a slideshow of photographs beginning with the early plans and drawings of the new school, the topping off ceremony, the bricks and mortar being laid, the raising of the name on the school, to the first bus pulling up on the first day of school when the Quinn Middle School welcomed 696 students and 112 teachers and staff.

The photographs described the excitement of students, the band playing, the raising of the flag, and the ribbon cutting.

Student representatives from grades 5, 6 and 7 shared a few of their thoughts on the new school, including how nice and big the school was, the beautiful learning environment, positive atmosphere, the bigger gym and library, good lunches, and each one of the students commented on how nice the teachers were, especially in finding their way around the new building.

Committee members thanked the students for attending the meeting and sharing their excitement with them.

Mr. Daniels noted that there was no prep given and that the students were sharing their own experiences and thanked the students for mentioning the teachers who were such an important piece to the successful opening.

Mr. Daniels also thanked Len Belli, Director of Facilities and Ellen Schuck, Director of Technology and their staff for all their hard work in making Quinn Middle School ready for opening day.

Dr. Lyons and Committee members thanked Mr. Daniels for the enormous amount of talent and energy that he put into this project and for the new school to be such an unbelievable accomplishment and applauded him for his work.

Opening of Kindergarten – Dr. Jodi Fortuna:

Dr. Jodi Fortuna reported to the Committee on the opening of kindergarten. She noted that even the principals have commented that the schools feel different and Dr. Fortuna congratulated all the teachers for creating a new culture of learning, and made a special mention to the kindergarten teachers who, in addition to all the changes this past year, have created a learning environment that is exciting and fresh.

Dr. Lyons and Committee members thanked Dr. Fortuna for all her work and dedication to the success of the District's elementary transition and full-day kindergarten.

V. **Old Business**

None.

VI. Community Comments

None.

VII. New Business

1. Approval of Hudson High School Overnight Field Trip to Helmstedt, Germany on April 20-30, 2014:

Dr. Lyons recommended approval of the Hudson High School overnight field trip to Helmstedt, Germany on April 20-30, 2014. A motion to approve the Hudson High School overnight field trip to Helmstedt, Germany on April 20-30, 2014 was made by Mrs. Ducey and seconded by Mrs. Nelson. On a vote of 5-1-0, with Mr. Davis opposing, the motion passed.

Committee Chair Susan Dunnell noted that the Agenda items would be taken out of order.

2. Approval of Hudson High School Overnight Field Trip to New York City on April 15-16, 2014:

Dr. Lyons recommended approval of the Hudson High School overnight field trip to New York City on April 15-16, 2014. A motion to approve the Hudson High School overnight field trip to New York City on April 15-16, 2014 was made by Mrs. Ducey and seconded by Mrs. Nelson. On a vote of 5-1-0, with Mr. Davis opposing, the motion passed.

3. Pre-Approval of Hudson High School Grade 8 Overnight Field Trip to Washington, D.C. on April 29-May 3, 2014:

Dr. Lyons recommended pre-approval of the Hudson High School Grade 8 overnight field trip to Washington, D.C. on April 29-May 3, 2014. A motion to pre-approve the Hudson High School Grade 8 overnight field trip to Washington, D.C. on April 29-May 3, 2014 was made by Mrs. Ducey and seconded by Mrs. Dunnell. On a vote of 5-1-0, with Mr. Davis opposing, the motion passed.

4. Approval to Hire Additional Girls' Soccer Coach Due to Higher Participation Rate:

Dr. Lyons recommended approval to hire an additional girls' soccer coach due to higher participation rate.

Luis Macedo, Director of Athletics, answered questions from Committee members. Discussion ensued.

A motion for approval to hire an additional girls' soccer coach due to higher participation rate was made by Mrs. Dunnell and seconded by Ms. Valcourt. On a vote of 5-0-1, with Mrs. Ducey abstaining, the motion passed.

5. MCAS/Accountability Report – Dr. Jodi Fortuna

Dr. Fortuna presented slides on School and District accountability designations after the posting of 2013 MCAS results. The presentation highlighted the current level rating for each school, Hudson schools' percentiles, the District view of growth, school-level growth, school-level cumulative PPI, and the framework for accountability and assistance. Dr. Fortuna will continue to share MCAS results at future School Committee meetings.

Committee Chair Susan Dunnell thanked Dr. Fortuna for the great information and noted that she found it to be very helpful and thanked Dr. Lyons and Dr. Fortuna for their continued efforts in improving the District.

6. Approval of Restructure of Buildings and Grounds Supervisory Positions:

Len Belli, Director of Facilities, presented a proposal to the Committee to implement salary adjustments within the Buildings and Grounds Department in order to realign annual compensation to better match the role and responsibility level of existing positions.

Mr. Belli noted that the proposal has a neutral financial impact to the existing payroll budget.

Dr. Lyons recommended approval of the restructure of Buildings and Grounds supervisory positions. A motion to approve the restructure of the Building and Grounds supervisory positions was made by Mrs. Dunnell and seconded by Mrs. Ducey. On a vote of 6-0, the motion passed.

Committee Chair Susan Dunnell and Committee members thanked Mr. Belli and his staff for the phenomenal job they do every day and noted how fortunate the District is to have such a talented Buildings and Grounds team.

7. Approval of Use of Farley School for State Police STOP Team and Hudson Police Training on October 27, 2013 and a Date to be Determined in January, 2014:

Dr. Lyons recommended approval for the use of Farley School for State Police STOP Team and Hudson Police training on October 27, 2013 and a date to be determined in January, 2014. A motion to approve the use of Farley School for State Police STOP Team and Hudson Police training on October 27, 2013 and a date to be determined in January, 2014 was made by Ms. Valcourt and seconded by Mrs. Ducey. On a

vote of 6-0, the motion passed.

8. Acceptance of \$500.00 Gift from Sullivan Tire to Honor Wendy Rich, Hudson High School Special Education Teacher:

Dr. Lyons recommended the acceptance of a \$500.00 gift from Sullivan Tire to honor Wendy Rich, Hudson High School Special Education Teacher. A motion to accept a \$500.00 gift from Sullivan Tire to honor Wendy Rich, Hudson High School Special Education Teacher was made by Mrs. Ducey and seconded by Ms. Valcourt. On a vote of 6-0, the motion passed.

Committee Chair Susan Dunnell thanked Sullivan Tire for their generous donation.

VIII. Reclassifications of Funds

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

IX. Subcommittee and Building Committee Liaison Reports

Mrs. O'Brien reported that the Hudson School Committee Liaisons to Hudson Special Education Parent Advisory Council met and the meeting went very well with a good dialogue. Catherine Kilcoyne, Director of Pupil Services, will continue to follow-up and make a presentation at a future school committee meeting.

Ms. Valcourt reported that the MASC Bulletin was mailed to all Committee members and noted the 2013 MASC/MASS Joint Conference will be held November 6- 9 in Hyannis.

Mrs. Ducey reported that the JFK Building Committee met and that the Quinn Middle School is spectacular. They are in the process of planning the dedication ceremony at the end of the month and details will follow.

X. Executive Session/Adjournment

At 9:08 p.m., Mrs. Dunnell noted there was a need for Executive Session to discuss strategy with respect to, or in preparation for, litigation, and for discussion of individual contracts, because an open session may have a detrimental effect on the bargaining position of the Committee.

A motion to adjourn was made by Ms. Valcourt and seconded by Mrs. Ducey. On a vote of 6-0, the motion passed.

Approved

Dr. Lyons called the roll:

Mrs. Dunnell:	Yes
Ms. Valcourt:	Yes
Mrs. Ducey:	Yes
Mrs. O'Brien:	Yes
Mrs. Nelson:	Yes
Mr. Davis:	Yes

Mrs. Dunnell announced that the Committee would enter Executive Session and not return to public session.

Respectfully submitted,

Lynn Valcourt, Secretary
Hudson School Committee

List of Documents Source and Location

DOC NAME	SOURCE	LOCATION
School Committee Minutes of September 10, 2013	School Committee	Superintendent's Office
Superintendent's Report	Superintendent	Superintendent's Office
Correspondence dated September 16, 2013 from DESE	DESE	Superintendent's Office
Substitute Training Flyer	Superintendent	Superintendent's Office
Memorandum re: Hudson High School trip to Helmstedt, Germany	Brian K. Reagan, Principal	Superintendent's Office
Memorandum re: Hudson High School trip to New York City	Brian K. Reagan, Principal	Superintendent's Office
Memorandum re: Hudson High School trip to Washington, D.C.	Brian K. Reagan, Principal	Superintendent's Office
Memorandum re: Soccer Coach Request	Brian K. Reagan, Principal	Superintendent's Office
Accountability 2013 PowerPoint Presentation	Dr. Jodi Fortuna	Superintendent's Office
Memorandum re: Buildings and Grounds Compensation Changes	Len Belli, Director of Facilities	Superintendent's Office
Correspondence dated September 17, 2013 re: Active Shooter Training	Lt. Richard P. DiPersio, Hudson Police Department	Superintendent's Office
Correspondence dated September 9, 2013 re: Wendy Rich Donation (3)	Superintendent	Superintendent's Office
Reclasses (3)	Superintendent	Superintendent's Office