

Approved

**Hudson School Committee
Open Session Minutes**

Meeting Date: October 11, 2016

Location: Administration Building
155 Apsley Street

Members present: Michele Tousignant Dufour, Allyson Hay, Jennifer O'Brien,
Glenn Maston, Elizabeth Hallsworth and Steven Smith

Members absent: George Luoto

Others present: Dr. Jodi Fortuna, Superintendent
Julia M. Pisegna, Recording Secretary
Ben Carme, Student Representative

I. Call the Meeting to Order – 7:02 p.m.

The meeting was called to order by Committee Chair, Michele Tousignant Dufour.

II. Approval of Minutes:

Regular Meeting – October 11, 2016: A motion to approve the minutes was made by Mr. Maston and seconded by Ms. Hallsworth. On a vote of 6-0, the motion passed.

III. Public Participation:

None.

IV. Reports:

Student Representative Report:

Ben Carme, Student Representative, shared with the Committee events going on at Hudson High School, including Community Council surveying students on the topic of GPA and class rank, as well as various fundraisers to keep the Community Council program running.

Mr. Carme also invited all to attend the Hudson High School Drama Society production of *Iphigenia and Other Daughters* scheduled for Friday, October 14th and Saturday, October 15th at 7:00 p.m. and Sunday, October 16th at 2:00 p.m. in the Mini Theatre.

Dr. Fortuna and Committee members welcomed Mr. Carme and thanked him for being part of the Committee and representing Hudson High School students and look forward to future presentations from him.

Superintendent's Report – Dr. Jodi Fortuna:

District Leadership Team Meeting

On Wednesday, October 7th, the District Leadership Team held its second session of Analyzing Teaching for student results. The learning outcomes identified for participants were:

- Determine a goal for the next steps in strengthening individual identities as an instructional leader;
- Explain 13 planning decisions that guide the design of daily lessons;
- Distinguish between a mastery objective and a thinking objective;
- Collect and analyze evidence of:
 - a teacher's planning;
 - the alignment of stated objectives to lived objectives;
 - the teacher's or indirect communication about objectives;
 - identify components of a teachers repertoire for framing the learning and the importance of framing for student learning; and
- Determine the conditions and leadership behaviors necessary to evaluating performance for impact/results successfully.

Finance and Operations

At the District's first quarterly meeting with Mr. Moses, he informed the District of the following:

- The DPW has agreed to do the mowing for the school system. The DPW will invoice the District for the mowing, which is similar to the procedure used with the Recreation Department for the lining of fields; and
- Mr. Moses's directive to Town Departments is to budget for contractual increases only and to not plan for any new spending.

Mr. Moses also noted that there may be 9C cuts this year due to State levels, FY17 revenues were less than anticipated and the FY16 state budget closed with a gap.

Dr. Fortuna will continue to update the Committee on new budget information.

Curriculum and Instruction Update

Curriculum Review Task Force

Farley Percentile Changes

Dr. Fortuna provided the following chart in response to Ms. Hallsworth’s inquiry at a previous School Committee meeting regarding Farley’s accountability status:

| Year | Accountability Level | Farley Percentile | # of total schools at same accountability | # of Elementary Schools at same accountability | # of Elementary Schools within the same percentile band | Level of Elementary Schools in the same percentile band | | | | |
|------|----------------------|-------------------|---|--|---|---|--------------------|-------------------|-------------------|-------------------|
| | | | | | | 1 | 2 | 3 | 4 | 5 |
| 2016 | 3 | 28 th | 255 * | 121* | 81 (0-28) | 9 | 32 | 37 | 2 | 1 |
| | | | | | | 67% held harm less | 38% held harm less | 0% held harm less | 0% held harm less | 0% held harm less |
| 2015 | 3 | 24 th | 280* | 141* | 149 (0-24) | 8 | 28 | 103 | 8 | 2 |
| | | | | | | 50% held harm less | 39% held harm less | 0% held harm less | 0% held harm less | 0% held harm less |
| 2014 | 3 | 15 th | 293 | 151 | 69 (0-15) | 0 | 0 | 58 | 10 | 1 |
| 2013 | 3 | 18 th | 299 | 155 | 83 (0-18) | 0 | 0 | 75 | 6 | 2 |
| 2012 | 2 | 25 th | 746 | 442 | 134 (0-25) | 5 | 26 | 83 | 20 | 0 |

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Dr. Fortuna provided the following chart in response to Mr. Luoto’s inquiry at a previous School Committee meeting regarding District Initiatives and Time schedule for administrators:

| <i>District Initiatives and Time:</i> | | | |
|---|--|---|--|
| Establish a common framework for curriculum and instruction to bring coherence to academic language, instructional practices and professional learning so that learning is rigorous for ALL students PreK-12. (Strategic Objective 1) | | | |
| <u>Initiative</u> | <u>Vehicle(s)</u> | <u>Leadership</u> | <u>Time</u> |
| Implement the Curriculum Review System to recommend revisions to curriculum units. | Curriculum Review Task Force | Curriculum Directors Teacher Task Force | <u>Standing Committee</u> 3 full-days of training 4 hours of training outside of school day 5 hours of unit review, outside of the school day, between December and March as needed (27 Hours) |
| | | | <u>All Teachers</u> 1 Full Professional Development day ½ Professional Development Day 1 hour meeting time for review and revision (10 Hours) |
| Design and implement professional learning opportunities for developing well-structured lessons with challenging, measurable objectives and appropriate student engagement strategies. | Analyzing Teaching for Student Results | Research for Better Teaching Administrators | 6 full-days 1 site visit (42 Hours) |
| | Studying Skillful Teaching | Research for Better Teaching Enrolled Teachers | 3- ½ Days 3 Full-day Saturdays (32 Hours) |
| | Co-Teaching | Consultants Co-Teaching Facilitators | 2 Full-days (12 Hours) |

| Establish and maintain a learning environment based on a common understanding of high expectations among staff, students, and families. (Strategic Objective 3) | | | |
|---|--|---|---|
| Initiative | Vehicle(s) | Leadership | Time |
| Establish and maintain a learning environment based on a common understanding of high expectations among staff, students, and families. | Analyzing Teaching for Student Results *Overlaps with previous initiative | Research for Better Teaching Administrators *Overlaps with previous initiative | 6 full-days 1 site visit (42 Hours) *Overlaps with previous initiative |
| | Studying Skillful Teaching *Overlaps with previous initiative | Research for Better Teaching Enrolled Teachers *Overlaps with previous initiative | 3- ½ Days 3 Full-day Saturdays (32 Hours) *Overlaps with previous initiative |
| | Success Criteria Subcommittee | DLT Subcommittee | 20 Hours of DLT Time |
| Cultivate a mindset of continuous improvement in which decisions about instruction are made by data-driven, reflective practitioners. (Strategic Objective 2) | | | |
| Initiative | Vehicle(s) | Leadership | Time |
| Establish consistent, data-based processes and protocols for student success teams (SST) at all levels to ensure responsive instruction and/or support services for students. | DLT SST Subcommittee | Director of Student Services | 20 Hours of DLT time |
| | Special Education Standing Committee | DLT Subcommittee Special Education Standing Committee | 6 Hours of Standing Committee time |
| Create and implement a balanced and rigorous assessment system to measure student progress and determine any needed adjustments to instructional practices | Assessment Work Plan | Curriculum Directors | TBD |

Superintendent’s Items of Interest

Presentations at MASS Professional Development Day

Dr. Fortuna was honored to have been asked by the professional association to have two aspects of her work used as exemplars presented to other superintendents. Karla Baehr, former superintendent and Deputy Commissioner for the Department of Elementary and Secondary Education, used Hudson’s District Improvement plan as an exemplar. Dr. Fortuna was also asked to facilitate a round table regarding the alignment and synergy between all plans in the District.

Enrollment

All enrollment numbers are up to date as of the writing of this report. They are unofficial numbers. The Massachusetts Department of Elementary and Secondary Education collects snapshots of enrollment data three times per year October, March, and June. Dr. Fortuna will provide monthly enrollment numbers so that the Committee can be aware of the amount of fluctuation that may or may not be occurring on a monthly basis.

| | 5/20/16 | 9/9/16 | 9/22/16 | 10/7/16 | |
|-----------------------|----------------|---------------|----------------|----------------|--|
| HHS | 968 | 941 | 943 | 946 | |
| QMS | 649 | 648 | 642 | 636 | |
| Farley | 498 | 485 | 488 | 487 | |
| Forest Avenue | 340 | 325 | 325 | 324 | |
| Mulready | 260 | 248 | 249 | 250 | |
| District Total | 2,715 | 2,647 | 2,647 | 2,643 | |

Subcommittee Reports:

None.

V. Matters for Discussion:

1. Discussion of 2016-2017 School Improvement Plans – Principals:

- Discussion of School Improvement Plan – C.A. Farley Elementary School – Principal Melissa Provost presented the *School Improvement Plan* for C.A. Farley Elementary School.

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- Discussion of School Improvement Plan – J.L. Mulready Elementary School – Principal Kelly Sardella presented the *School Improvement Plan* for the J.L. Mulready Elementary School.
- Discussion of School Improvement Plan – Forest Avenue Elementary School – Principal David Champigny presented the *School Improvement Plan* for Forest Avenue Elementary School.
- Discussion of School Improvement Plan – J.L. Mulready Elementary School – Principal Kelly Whitmore presented the *School Improvement Plan* for the J.L. Mulready Elementary School.
- Discussion of School Improvement Plan – Quinn Middle School: Principal Jason Webster presented the *School Improvement Plan* for Quinn Middle School.
- Discussion of School Improvement Plan – Hudson High School - Principal Dr. Brian Reagan presented the *School Improvement Plan* for Hudson High School.

Discussion ensued.

Committee Chair, Michele Tousignant Dufour, thanked the Principals for their presentation and look forward to future updates as the school year continues.

2. Update on CHAPS Partnership – Cathy Kilcoyne and Steve Freitas

CHAPS Director, Steve Freitas, updated the Committee on the CHAPS Partnership and the first few weeks of school and highlighted the following:

- 141 students at Hubert;
- all six classrooms being utilized;
- financial assistance has been provided for those families in need;
- transportation is running smoothly;
- communication and collaborating together has been essential to success;
- playground previously at Forest Avenue has been moved to Hubert;
- parent feedback has been very positive; and
- support staff has been added for office assistance

Ms. Kilcoyne reported that there are currently 30 students with disabilities being serviced and students continue to be evaluated each day, and that they communication has been key to this partnership being so successful.

Discussion ensued.

Committee members thanked Ms. Kilcoyne and Mr. Freitas for a great start to the school year and the strong collaboration.

VI. Matters for Action:

1. Discussion of Massachusetts Association of School Committee Annual Meeting Resolutions:

Discussion took place relative to the proposed resolutions to be voted on at the MASC/MASS 2016 Conference and recorded as follows:

Resolution 1 – Foundation Budget:

A motion to vote Yes on Resolution No. 1 was made by Ms. Hallsworth and seconded by Mr. Maston. On a vote of 4-0-2, with Ms. Hay and Ms. O’Brien abstaining, the motion passed.

Resolution 2 – Tax Reform Ballet Question:

A motion to vote Abstain on Resolution No. 2 was made by Ms. Hallsworth and seconded by Ms. Hay. On a vote of 6-0, the motion passed.

Resolution 3 – Charter School Reform:

A motion to vote Yes on Resolution No. 3 was made by Mr. Maston. On a vote of 1-4-1, with Ms. Hallsworth abstaining, the motion failed.

Resolution 4 – Social and Emotional Well-Being of Students:

A motion to vote Abstain on Resolution No. 4 was made by Ms. Hay and seconded by Ms. O’Brien. On a vote of 6-0, the motion passed.

2. MCAS Resolution Against Lifting the Cap on Commonwealth Charter Schools Ballot Question No. 2:

Discussion ensued.

A motion to vote Yes on Resolution against lifting the cap on Commonwealth Charter Schools was made by Mr. Maston and seconded by Mr. Hallsworth. On a vote of 6-0, the motion passed.

Reclassifications:

A motion to approve the reclassifications of funds marked as presented, was made by Ms. Hallsworth and seconded by Mr. Maston. On a vote of 6-0, the motion passed.

Items of Interest to the School Committee:

Committee Chair Michele Tousignant Dufour reminded parents that the Life Skills Coach will be at Quinn Middle School on Wednesday, October 20th and encouraged parents only to attend.

VI. Executive Session/Adjournment

At 8:38 p.m., Committee Chair Michele Tousignant Dufour noted that Executive Session was needed to discuss:

Approved

Vote by roll call:

Ms. Tousignant Dufour – yes

Ms. Hay - yes

Ms. O'Brien – yes

Mr. Maston – yes

Ms. Hallsworth – yes

Mr. Smith – yes

Committee Chair, Michele Tousignant Dufour, announced that the Committee would enter Executive Session and not return to public session.

Respectfully submitted,

Elizabeth Hallsworth, Secretary
Hudson School Committee