

Approved

**Hudson School Committee
Open Session Minutes**

Meeting Date: February 26, 2019

Location: 155 Aspley Street

Members present: Glenn Maston, Steven Smith, Elizabeth Hallsworth,, Nina Ryan, Matthew McDowell, Michele Tousignant Dufour, and Adam Tracy (7:28 p.m.)

Members absent: none

Others present: Dr. Marco C. Rodrigues, Superintendent
Annamarie O'Donnell, Recording Secretary

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

The meeting was called to order by Committee Chair, Glenn Maston.

Ms. Tousignant Dufour spoke about Michelle Farley, a teacher at Farley who lost her husband unexpectedly last week. She thanked all for the support that allowed so many colleagues to attend the funeral. Ms. Tousignant Dufour asked for a moment of silence. Chairman Maston expressed the committee's condolences to the family, and gratitude to the central office for their support.

Approval of Minutes:

Regular Meeting: February 5, 2019

A motion to approve the minutes of February 5, 2019 was made by Mr. Smith and seconded by Mr. McDowell. On a vote of 5-0-1 with Ms. Tousignant Dufour abstaining the motion passed.

Public Participation:

Shanna Weston, a Forest and Quinn parent, inquired about the timeline for the results of the task force on the Quinn Middle School schedule. She inquired about when a schedule(s) would be sent out to parents. She expressed her concerns about the lack of involvement of parents.

Dr. Rodrigues stated that information was gathered from parents and staff at the listening sessions. A task force of teachers, selected by their peers, was put together to look at elements that parent and teachers identified as areas for improvement. Parents and teachers have agreed on the areas of concern. The task force is working through the process and have not yet defined what the schedule looks like. Recently, there was a meeting with the curriculum directors. The principal and task force will be reconvening to take another look at the options.

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Once the schedule is formalized, parents will be able to give feedback about what they value and what they feel is appropriate at each grade level. The schedule will only be finalized after getting parent feedback.

Reports:

**Report of the Superintendent
District/Schools Report Card**

Dr. Rodrigues stated that the report of the superintendent is a demonstration of what is available on the Department of Elementary and Secondary Education (DESE) website. DESE provides parents with school and district Report cards. In response to the new accountability system this year, any parent can look at report cards for any school or district on the DESE website.

Ms. Kathy Provost, Assistant Superintendent, introduced the website and gave a demonstration of getting to the report card, topics that can be viewed, and how results for different subgroups can be viewed.

Discussion ensued.

Mr. Smith noted that Hudson had a lower amount of Federal funding when compared with the state average. Dr. Rodrigues said the qualification for federal funding is directly related to the population and what type of funding we receive, for example Title 1 or Title 3.

Ms. Ryan noted that graduation rates had declined from 2016 to 2017 and asked if we know what happened. Dr. Rodrigues stated that there is a four year graduation cohort and a five year cohort. Anyone leaving the cohort is considered a dropout and we may or may not know the reason. The 2018 data is currently embargoed. Additionally, the graduation classes at Hudson High School are relatively small and a small number of students could have a big impact on the percentage of dropouts.

Subcommittee Reports

Budget Subcommittee

Chairman Maston stated that there was a budget meeting before vacation week and decisions were finalized. The district is developing the finalized budget document for presentation to the Board of Selectmen on April 8, 2019.

Policy Subcommittee

Mr. Smith reported the subcommittee will have another meeting prior to next full school committee meeting.

Strategic Goals Subcommittee

Approved

Ms Hallsworth reported that there will be a vote on the proposal for the School Committee Communication Survey action steps later in the agenda.

Superintendent's Evaluation Subcommittee

Chairman Maston stated that this subcommittee had also met and that there will be a vote on the superintendent's mid-year progress report later in this meeting.

Student Report

none

Matters for Discussion:

a) Old Business

1. Hudson High School Principal Search Update

Dr. Rodrigues stated there was an updated version of the timeline for the Hudson High School principal search as well as the names of people on the interview panel included in the packet. The panel will be interviewing seven candidates. The hope is that at the end of the interviews there will be three strong candidates. On Monday March 4, 2019, there will be a rotating sessions for staff, students, and administrators to meet with the top three candidates. That same day, there will be an open session in the evening for anyone to ask questions of the candidates.

b) New Business

1. Chartwells: Mid-Year Report

Mr. Chris Callahan, District Manager, Mr. Shane Riordan, Food Service Director, and Ms. Michelle Palladino, registered dietician presented the Chartwell's mid-year update.

Accomplishments:

- Café train theme completed at Forest Avenue
- Community events
- Senior Breakfast at the High School in December
- Sports Nutrition Pilot- HHS
 - Education Series
 - Fueling for athletic performance
 - Pre and post workout nutrition
 - Electrolytes and hydration
 - Sampling Tables
 - Smoothies
 - Hummus and vegetables
 - Infused waters
- District wide whole grain waiver
- Work is ongoing for the upcoming State audit
- Goal to apply for the Fuel up to Play 60 Grant – district wide. The grant is run by the National Dairy Council and the NFL.

Financial Results:

- Reimbursable meal participation increased 7%
 - Breakfast participation up at every school except Farley
 - Lunch participation up at every school
- Meal counts up by 18,000
- Total revenues up 12% YTD
- Program costs managed better by 12% YTD
- Program subsidy down 65 % through January
- YTD results improved over 2018

Discussion ensued about the following:

Reimbursable meal %

Snacks and students' access to them before lunch

Ms. Patty Lange gave an explanation of the difference in the way Chartwells and the district reports financials (accrual versus revolving).

Discussion ensued about pre-paid balances, line flow data, and whether we are on track to break even this year. Mr. Callahan said we are trending in the right direction but we need to maximize the months of March and May.

What's ahead:

Kitchen equipment upgrade at Farley

Tasting event at Quinn Middle School

Preparation for the State Audit

HSACSAC nutrition presentation in March

Secondary school theme meals

Discussion ensued about the concerns of the snacks at the elementary level. Mr. Callahan told the committee that they could look at what is being provided. Chartwells also stated that parents can put a restriction on their child's account. Mr. Callahan stated that they would revisit this with their staff at the schools.

2. First Reading of Proposed School Committee Policies- Section G

Mr. Smith stated that these policies have been cleaned up based on the MASC recommendations. Some of the items being removed are covered in the collective bargaining agreements. Things that are in contracts that could change will not be included in the policy. Some of the policies are very old and conflict with things like FMLA and contracts. These will be posted on the website for feedback and brought back for the second reading and approval at the next School Committee meeting.

3. Assabet Valley Collaborative Update

As part of the regulations governing education collaboratives, there are four reports that are brought to the School Committees of the members of the collaborative. The annual report is provided at this meeting. Discussion ensued about the benefits of purchasing through the collaborative.

Matters for Action:

a) Old Business

1. **Approval of School Communication Survey Action Steps**

Mr. Maston stated that the strategic goals subcommittee has developed the following action steps in response to the results of the School Communication survey:

Newsletter
Feedback Sessions
School Committee email

Mr. McDowell commended the subcommittee on a very reasonable set of action steps. Mr. Maston would like to repeat the survey next year after putting the action steps in place and monitor the progress.

Discussion ensued about the logistics of completing the steps.

Ms. Hallsworth suggested that the subcommittee come up with skeleton for the newsletter to have a standard format.

Discussion ensued about the how the email account will work.

Mr. Maston suggested that the first forum be held before April 8 to give people a chance to hear about the budget.

A motion to approve the School Committee Survey action steps was made by Mr. Tracy and seconded by Mr. Smith. On a vote of 7-0, the motion passed.

b) New Business

1. **Approval of Superintendent's Mid- Year Goals**

Mr. Maston introduced the mid - year progress report included in the packet. Dr. Rodrigues stated that he is on target to meet all of his goals for the year.

A motion to approve the Superintendent's Mid- Year Goals was made by Mr. Tracy and seconded by Ms. Tousignant Dufour. On a vote of 7-0, the motion passed.

2. **Approval of FY19-590 History and Social Studies Curriculum Frameworks Grant**

A motion to approve the FY19-590 History and Social Studies Curriculum

Approved

Frameworks Grant was made by Ms. Tsougnant Dufour and seconded by Ms. Ryan. On a vote of 7-0, the motion passed.

3. Approval of Reclassification of Funds

A motion to approve the reclassification of funds as presented was made by Ms. Tousignant Dufour and seconded by Ms. Ryan. On a vote of 7-0, the motion passed.

Items of Interest to the School Committee

Ms. Ryan informed the committee that Mulready was having its second cultural night on March 15.

Executive Session

At 8:24 p.m. Committee Chair, Glenn Maston, noted that Executive Session was needed for the following reasons:

- a) To conduct strategy sessions in preparation with union personnel (American Federation of State, County, and Municipal Employees AFL-CIO, Local Council 93, Hudson Public Schools Custodians Local) because an open session may have a detrimental effect on the legal position of the Committee.

Vote by roll call:

Mr. Maston	Yes
Mr. Smith	Yes
Ms. Hallsworth	Yes
Mr. Tracy	Yes
Ms. Ryan	Yes
Mr. McDowell	Yes
Ms. Tousignant Dufour	Yes

Adjournment

At 8:24 p.m. Committee Chair, Glenn Maston, announced that the Committee would enter Executive Session and not return to Public Session.

Respectfully submitted,

Elizabeth Hallsworth, Secretary
Hudson School Committee