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**Hudson School Committee
Open Session Minutes**

Meeting Date: February 5, 2019

Location: 155 Aspley Street

Members present: Glenn Maston, Steven Smith, Elizabeth Hallsworth, Adam Tracy, Nina Ryan and Matthew McDowell

Members absent: None

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

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

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

II. Approval of Minutes:

Regular Meeting: January 8, 2019

A motion to approve the minutes of January 8, 2019 was made by Mr. Tracy and seconded by Ms. Ryan. On a vote of 5-0-1, with Mr. Maston abstaining the motion passed.

Regular Meeting: January 22, 2019

A motion to approve the minutes of January 22, 2019 was made by Mr. Tracy and seconded by Ms. Ryan. On a vote of 6-0, the motion passed.

III. Public Participation:

None

IV. Reports:

**Report of the Superintendent
District Improvement Plan: Mid- Year Update**

Dr. Rodrigues presented an update on the implementation of the District Improvement Plan. This plan was approved by the School Committee last June. He presented the progress on the action steps for the strategic goals in the plan. He noted that time is the greatest resource and the resource that we have the most trouble with. Groups of teachers, administrators, and

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staff need time together to perform the self-assessments and other tasks. This results in some adjustments to the some timelines. Another thing affecting some timelines is the use of the scheduled monthly Delta meetings for the FY20 budget work.

Dr. Rodrigues presented a document with the District Improvement Plan for reference and the action steps organized by delivery date.

Dr. Rodrigues updated the committee on some of the action steps including:

- Completion of survey by ELEVATE team
- Social Emotional Learning Committee
- Self-assessment for Multi-Tiered System of Supports
- 1:1 Technology Task Force
- Completion of year at a glance document for K-12
- Instructional Leadership Team work
 - Meets 2X per month for 1 hour each time
 - Evaluates practices at schools and develop instructional focus
- Assessment of current course offerings and pathways
- Work to build enhanced family partnerships- SEPAC, Home and School Associations, School Councils, ELPAC, Padres Comprometidos workshop for parents
- Partnerships with businesses and higher education.

Discussion ensued regarding the progress, the timetable, and the reporting of changes in status of the action steps. Dr. Rodrigues stated that the document tracking the status of the action steps is a living document that he will share with the committee periodically.

Subcommittee Reports

Budget Subcommittee

There will be a Budget subcommittee meeting on Thursday.

Policy Subcommittee

The Policy subcommittee met and there will be some G policies ready to review at the next School Committee meeting.

Strategic Goals Subcommittee

The Strategic Goals subcommittee proposes delaying the vote on the Communication Survey Action Steps agenda item, as the action steps were not included in the packet.

Superintendent's Evaluation Subcommittee

Mr. Tracy will fill the vacancy on this subcommittee left by Mr. Luoto.

Student Report

Hudson High School student Ben Carme reported the following:

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- Today was the second day of ARC pilot. Students have found that the system has worked well.
- The staff and principals at Hudson High School approved the homework free weekend initiative. This weekend will be sometime in March.
- The council plans to hold a couple of Valentine's Day fundraisers.

Ben also asked Dr. Rodrigues to clarify the timeline and steps for the principal search at Hudson High School. Dr. Rodrigues noted the following:

As was communicated at the listening sessions with the teachers, the timeline was revisited after the posting closed.

There were twenty-five applicants. On January 31, the team met to review the resumes of all the applicants. Eight applicants have been selected for interviews.

The search document has been updated to include more teachers on the interview panel.

There is a tentative date of February 27 for interviews. On March 4, from 3:30–5:00 p.m there will be a rotating schedule to meet the top 3 candidates for students, faculty and administrators. There will be an evening session for the public from 6:00-7:30 p.m.

On March 7, Dr. Rodrigues will interview the candidates.

The goal is to announce the new principal by March 11.
The updated search document will be posted on the district website.

V. Matters for Discussion:

- a) Old Business
- b) New Business

1. FY19 Budget Forecast

Ms. Patty Lange, Executive Director of Finance and Operations, gave an update on the FY19 budget. She presented the February projection, which is an update from November projection.

The increase in personnel savings is due to hiring, leaves of absences, and positions that are unfilled due to difficulty hiring.

The general expense savings had decreased due to more out of district placements.

Ms. Lange stated that our revenues are expected to balance the budget with the town appropriation and the FY 19 school choice.

She also updated the committee on the School Choice carryover number and the financial plan. Discussion ensued.

Discussion ensued about this year's surplus and the help it can give us for FY20.

2. 1:1 Technology Update

Ms. Ellen Schuck, Director of Technology presented a Technology update.

Ms. Shuck updated the Committee on the Quarter 2 High School report card. All report cards were online. There were 1658 report cards published. Of that number, only 421 parents or students have retrieved that report card. This means that 1237 have not viewed the report card. Seventeen parents have requested paper copies of the report card. Some parent contacts still have not signed up for an Aspen account. Discussion ensued.

Ms. Schuck then updated the Committee on the 1:1 Technology initiative.

She reported the following from a series of surveys last spring.

Student Results

Positives

- Students enjoy having the technology, touch screen
- Many teachers are using things like Google classroom, Schoology
- Technology used a lot for ELA, Social Studies

Challenges

- Charging the devices at night
- Care of the machines and repairs

Parent Results

Positives

- Accessing information
- Want more help to understand google classroom and digital citizenship

Challenges

- Concerns about screen time and students staying focused
- Charging

Staff Results

Positives

- Creative projects but teachers are not allowing students to select applications
- Teachers agree it has made an impact on their teaching and led to an increase in student learning

Challenges

- Teachers want more technology Professional Development
- Time to work with colleagues in tech integration

Ms. Shuck reported on the following action steps:

Students

- Create district-wide expectations for use and care of chrome books
- Create a district-wide digital citizenship theme

Staff

- Continue to offer a variety of Professional Development
- Provide entry level slides on digital citizenship

Parents

- Development of 2 courses
 - School expectations of using 1:1 technology (March 20)
 - Looking through the app crystal ball. We would like to include information about the dark web. (April 28)
- Monthly email to parents was started last month.

Ms. Shuck continued with the data on care and maintenance her group has gathered.

- Large increase in repairs with Grade 8 students
- New process to track problems and collect data on repairs and costs (including staff time)
- Discussion ensued about the types of damage and the possibility of a tech repair program. There was also discussion about the numbers of devices needing repairs at each grade level.
- An additional cost occurs when devices are lost or not returned when a student leaves the district. A process is being developed to deal with this.

Ms. Shuck reported on the following action steps:

Students

- Reinforce Chromebook care
- Technology department is talking with students

Staff

- Repair information was shared with staff

Parents

- Continue to work with parents

Staff PD

- Graduate level course
- Elementary Tech integration specialists working 1:1 with teachers K-4
- Department meetings/ teacher directed time
- MassCue
- Passion/Genius hours

Ms. Shuck also gave an overview of the following:

- Graduate Level course topics and participants
- Expansion and consistency of interactive classroom technology
- Increase in the use of K-2 iPad carts
- Farley STEAM Program
- Specific apps used for Project Lead The Way units in Grade 3
- Technology has been embedded into 2/3 of Grade 4 science lessons
- Seesaw app for creating digital portfolios at the elementary level
- Amplify app in grades 5-8
- Galileo/IXL
- Science- online simulation and modeling tools
- Project Lead The Way expansion- grades K-12

Discussion ensued regarding the older desktops being removed from classrooms and what is done for students who have not charged their unit to include them in the classroom learning.

VI. Matters for Action:

a) Old Business

1. Second Reading and Approval of Proposed Adoptions and Revisions of School Committee Policies – J Section

Dr. Rodrigues confirmed that no feedback had been received on these policies.

A motion to approve the proposed adoptions and revisions of School Committee Policies- Section J was made by Mr. McDowell and seconded by Mr. Smith. On a vote of 6-0 the motion passed.

b) New Business

1. Approval of Special Education Stabilization Fund

Dr. Rodrigues stated that part of the financial plan to stabilize the budget included the creation and funding of a Special Education stabilization fund to use in the case of an emergency where special education tuition increases. This needs to be included on the town warrant in May. The Town of Hudson has asked for a School Committee vote proposing the creation of this account.

Discussion ensued on the cap on the fund.

A motion to approve the establishment of a Special Education stabilization fund was made by Mr. Tracy and seconded by Mr. Smith. On a vote of 6-0 the motion passed.

2. Approval of Startalk grant in the amount of \$88,902.00

Dr. Rodrigues reported that this will be the third year in a row for this grant. It will allow the district to create a summer immersion program in Portuguese.

A motion to approve the Startalk grant in the amount of \$88,902.00 was made by Mr. Smith and seconded by Ms. Ryan. On a vote of 6-0, the motion passed.

3. Approval of School Communication Survey Action Steps

Chairman Maston presented some of the responses to the School Communication Survey. He said that based on the survey information, the committee started to develop an action plan. He described some of the potential action steps. The action steps will be brought to the next School Committee meeting for a vote.

4. Approval of Student Activities Scholarships

Dr. Rodrigues stated that these four scholarships from FY18 need to be voted on by the School Committee.

A motion to approve the Student Activities Scholarships was made by Ms. Hallsworth and seconded by Mr. Tracy. On a vote of 6-0, the motion passed.

5. Approval of Reclassifications of Funds

A motion to approve the reclassification of funds as presented was made by Mr. Tracy and seconded by Mr. Smith. On a vote of 6-0, the motion passed.

6. Approval of Overnight Field Trip to the 2019 Massachusetts All State Music Festival 2/28/2019-3/2/2019

Chairman Maston explained that one senior from Hudson High School has been selected to attend this music festival based on a successful audition.

A motion to approve the Overnight Field Trip to the 2019 Massachusetts All State Music Festival 2/28/2019-3/2/2019 was made by Mr. Tracy and seconded by Ms. Ryan. On a vote of 6-0 the motion passed.

VII. Items of Interest to the School Committee

Mr. Tracy wanted to present some information on the measles outbreak in southwest Washington state and how this might impact our district and what we can do to prevent an outbreak.

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There have been 50 confirmed cases in SW Washington. Measles is technically considered an eliminated disease, but there are challenges to the eliminated status primarily due to the anti- vaccination movement.

He introduced a website that the Massachusetts Department of Public Health publishes. It can simulate the possible results when different levels of the population are immunized. He demonstrated the difference between 95% and 80% immunized.

As of 2017, our district falls into the 1.2% exemption area. He stated that it is important to remember our students encounter students from other areas of the states/country where the vaccination rate may not be as high. For Kindergarten, our students are vaccinated 99-100% of the time.

Our immunization policy mirrors what we are required to do by the state. He stated that we need to keep an eye on this at the state level and the Massachusetts General Laws regarding immunizations.

Ms. Ryan stated that she recently had the last of her school walkthroughs with Dr. Rodrigues. They visited Forest, Hubert, and Mulready.

VIII. Executive Session

At 9:07 p.m., Committee Chair, Glenn Maston, noted that Executive Session was needed for the following reasons:

- a) To discuss strategy in preparation for negotiations with union personnel (Hudson School Secretarial Association) whereas discussion in an open session may have a detrimental effect on the legal position of the Committee.
- b) 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

IX. Adjournment

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At 9:08 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