

Approved

**Hudson School Committee
Open Session Minutes**

Meeting Date: October 23, 2018

Location: 155 Aspley Street

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

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.

II. Approval of Minutes:

Regular Meeting: October 9, 2018

A motion to approve the minutes of October 9, 2018 was made by Mr. Smith and seconded by Mr. Tracy. On a vote of 6-0-1, with Mr. Luoto abstaining the motion passed.

III. Public Participation:

none

IV. Reports:

Report of the Superintendent

Dr. Rodrigues reported on the Multi-Tiered System of Supports Framework (MTSS). Dr. Rodrigues stated that a committee was formed last February consisting of a large group across all disciplines. Members included principals, assistant principals, directors, teachers representing almost every grade level, coaches, curriculum coordinators, members of the community, and parents.

As part of the district standards and indicators, there are a series of systems that should be in place regularly to support our students, academically, behaviorally and with attendance. Standards 2, 3 and 5 are the most applicable for this discussion. We should be looking at why it is important to have aligned consistent delivery of service, curriculum and instructional practices, time on learning, data collection and dissemination, self- assessment, academic support, and access and

equity for all students. The decisions we make go back to the standards and indicators for which every district is accountable.

The committee looked at following questions:

- What is MTSS?
- Why does Hudson Public Schools need a framework?
- How does it work and how is it executed daily?
- What is the responsibility of the committee?

The committee spent time looking at the data, conditions, and practices already in place or being developed to understand how they play a part in the framework. Looking at all this information helps to create a framework which supports tiers of intervention. Massachusetts already has a developed tiered system of supports and can provide us with literature. Dr. Rodrigues stated that it is important to look at different models and what other states have in order to provide a balanced approach.

Dr. Rodrigues gave a description of Tiers 1, 2, and 3. Tiers of support are defined by the intensity and intentionality of services. Tier 1 is the universal instruction or core accommodation that every student receives because of good instructional practices in our classrooms. The majority of our students are here. Tier 2 has smaller groups of instruction to support differentiated learning in the classroom. Tier 3 provides the more individualized intervention that students need. These tiers allow the district to make sure that every student receives the support needed at any given time. It is also important to look at the tiers because the transitions between tiers are sometimes subjective. It is important to have a framework to dictate to the entire school system what practices we expect to see at each tier, and whether we have the supports in place to support these interventions.

Dr. Rodrigues shared an example framework and outlined three very specific things that are important to know in order to regulate the framework. The first is the environment, i.e. classrooms, hallways etc. The second is the expectation of staff activities, and the third is the student ownership of their own learning. Additionally, family engagement is looked at in the context of the framework. The Committee questioned whether families are informed when a student is moved from one tier to another. Dr. Rodrigues stated that this notification exists, but the routines are not consistent across the district. One of the purposes of the framework is to have a common language that is used consistently across the district.

Dr. Rodrigues reported that during the Summer Leadership Institute, time was spent reviewing the entire framework. There was a rubric, which was used to evaluate the content of the framework. The leadership team spent time cataloguing things we already have, as well as things we do not have at this time.

Dr. Rodrigues stated he would present the action steps for the District Improvement Plan at the next School Committee meeting on November 13, 2018. One of the things that needs to be done to roll out the District Improvement Plan is to introduce the framework to each school. As schools get introduced to the framework, they will need to do a self-assessment at each school to see how their practices align with the expectations of the framework. This will give a calibration of how ready schools are to execute the framework. Discussion ensued about the timeline for the action steps.

Discussion ensued about the structures in place around the attendance piece. Dr. Rodrigues stated that first the policy has to be reviewed and revised. The attendance policy review will be done this year with the J policy review. Within the framework, there are some expectations we are not equipped to deliver, which will need to be examined concurrently.

Dr. Rodrigues stated that the District Improvement Plan is the District's roadmap and within that, the Instructional Leadership Team will take ownership of a number of things, and be guided by the Multi-Tiered System of Supports.

Discussion ensued about how to ensure that implementation is successful and part of culture. Dr. Rodrigues stated that there are two tools. The first is the self-assessment, which identifies who we are in comparison to the framework. By analyzing the data, the gaps can be identified. This will be a trigger for a number of things to be done. Practices do exist in the schools, but there are gaps, which need to be addressed. Diverse groups within each school will be created to respond to the self-assessment. Once this is complete, each school will need to understand its assets and challenges. The Instructional Leadership Team will focus on the academics, but the support personnel will focus on social and emotional. Each subgroup will take ownership of their pieces, but common language will need to be identified. This is a framework and not a to-do list.

Discussion ensued about changes in experiences for the students and families. Dr. Rodrigues stated that currently, as intervention happens parents are being involved. The framework is more for the staff and the process. It is about systematically addressing issues for students and identifying what things should look like. This framework will include our teachers at Hubert. Dr. Rodrigues stated that one of the parent forums would be dedicated to this topic.

Discussion ensued about concerns of a universal framework and how it might prevent going above and beyond. Dr. Rodrigues stated that the intention of this is to have a common language. This framework is broad enough to be customized for particular schools. This a reference manual, but also shows expectations for researched based practices that are progressive enough to support all learners.

Discussion ensued about articulation services for students not on IEP's. Dr. Rodrigues stated that this is a very good example of why a framework needed. Dr. Rodrigues stated that in the past, each one of the schools was doing things differently and there was no common process. Working with the speech pathologists this year, a process was created which included screening, services needed, and the frequency and the duration of the services. There is now a process with a particular frequency and monitoring to understand if the service provided is beneficial.

Subcommittee Reports

Superintendent's Evaluation Subcommittee

Mr. Maston reported that the Superintendent's Evaluation Subcommittee met. The Superintendent's Evaluation Goals are on the agenda.

Approved

Policy Subcommittee

Mr. Smith reported that the Policy Subcommittee met. There will be several policies on the next agenda. He also reported that there is language in a current policy of the G section regarding the involvement of the School Committee in hiring of administration positions. The G policies will be under review this year.

Strategic Goals Subcommittee

Mr. Tracy reported that the Strategic Goals Subcommittee has met and started to develop the action steps around the School Committee goals. They will be presented soon to the full committee.

Student Report

Ben Carme was welcomed back as the student representative. Ben reported that the alternative representative is Emily Figueiredo. She plans on attending the next School Committee meeting.

Ben reported the following Community Council Updates:

- There is a new team of leadership.
- The Community Council is helping with the Haunted Physics Lab, which will be held November 1 in Room F101 at the High School.
- The Community Council is working on an activities fair this year. Different clubs will be able to showcase themselves during lunches.
- The Council is working on the Socktober fundraiser. They are collecting socks for different community organizations around town.
- They are working on the LK water fountain. It has been a great success and the goal is to get three more this year.

V. **Matters for Discussion:**

1. Discussion of the Hudson School Secretarial Association Negotiation Team Members

Committee Chair Maston stated there had been discussion to add a third committee member to negotiation teams in consideration of the possibility that some team members might be unavailable for negotiation meetings. For this year, Mr. Smith has been added to the Hudson School Secretarial Negotiation Team.

VI. **Matters for Action:**

1. Second Reading and Approval of Proposed Adoption of School Committee Policy BEDB-E- Agenda Format

Mr. Smith explained that there is a change made from the first read. For both Matters for Discussion and Matters for Action the order of New and Old Business is reversed.

Approved

A motion to approve Proposed Adoption of School Committee Policy BEDB-E-Agenda Format was made by Mr. Luoto and seconded by Mr. Smith. On a vote of 7-0, the motion passed.

2. Approval of Employment Contract for Cathy Kilcoyne to serve as Director of Pupil Services

Discussion ensued.

A motion to approve Employment Contract for Cathy Kilcoyne to serve as Director of Pupil Services was made by Mr. Tracy and seconded by Mr. McDowell. On a vote of 4-2-1, with Mr. Luoto abstaining the motion passed.

3. Approval of 2018 Massachusetts Association of School Committee Annual Meeting Resolutions

Discussion took place relative to the proposed resolutions to be voted on at the 2018 MASC/MASS Conference and recorded as follows:

Resolution 1: Rejecting the Arming of Educators

Discussion ensued

A motion to abstain on Resolution No. 1 was made by Mr. Luoto and seconded by Mr. Smith. On a vote of 7-0, the motion passed.

Resolution 2: Small and Rural Districts

Discussion ensued

A motion to abstain on Resolution No. 2 was made by Ms. Hallsworth and seconded by Mr. Smith. On a vote of 7-0, the motion passed.

Resolution 3: Elimination of the Federal Department of Education

Discussion ensued

A motion to abstain on Resolution No. 3 was made by Mr. Smith and seconded by Ms. Hallsworth. On a vote of 1-5-1, with Mr. Tracy abstaining, the motion failed.

A motion to vote yes on Resolution No. 3 was made by Mr. Luoto and seconded by Mr. Tracy. On a vote of 6-1, the motion passed.

Resolution 4: Regional School Transportation

Discussion ensued

A motion to abstain on Resolution No. 4 was made by Ms. Hallsworth and seconded by Mr. Smith. On a vote of 7-0, the motion passed.

Resolution 5: Reporting and Accountability Standards

Discussion ensued

A motion to vote no on Resolution No. 5 was made by Mr. Luoto and seconded by Ms. Hallsworth.. On a vote of 1-4-2, with Ms. Hallsworth and Ms. Ryan abstaining, the motion failed.

A motion to vote yes on Resolution No. 5 was made by Mr. Smith and seconded by Ms. Hallsworth. On a vote of 2-3-2, with Ms. Hallsworth and Ms. Ryan abstaining, the motion failed.

A motion to abstain on Resolution No. 5 was made by Mr. Smith and seconded by Mr. Tracy. On a vote of 6-0-1, with Ms. Hallsworth abstaining, the motion passed.

Resolution 6: Reproductive Health Education

Discussion ensued

A motion to abstain on Resolution No. 6 was made by Ms. Hallsworth and seconded by Mr. Smith. On a vote of 5-1-1 with Mr. Luoto abstaining, the motion passed.

Resolution 7: Gender Identity Inclusive Athletic Participation Policy

Discussion ensued

A motion to abstain on Resolution No.7 was made by Mr. Smith and seconded by Ms. Hallsworth. On a vote of 2-5-0, the motion failed.

A motion to vote yes on Resolution No.7 was made by Mr. Luoto and seconded by Mr. McDowell. On a vote of 6-0-1 with Mr. Smith abstaining, the motion passed.

Resolution 8: Sports Wagering

Discussion ensued

A motion to vote yes on Resolution No. 8 was made by Ms. Hallsworth and seconded by Ms. Ryan. On a vote of 6-0-1 with Mr. Tracy abstaining, the motion passed.

Resolution 9: Access to Information for Parents and Students Who are Clients of Special Education

Discussion ensued

A motion to vote yes on Resolution No. 9 was made by Ms. Hallsworth and seconded by Ms. Ryan. On a vote of 7-0, the motion passed.

Proposal to Amend the MASC By-Laws

Discussion ensued

A motion to vote yes to amend the MASC By-laws was made by Mr. Smith and seconded by Ms. Hallsworth. On a vote of 7-0, the motion passed.

Approved

4. Approval of 2018-2019 Superintendent Evaluation Goals

Goals and action items were discussed at the first Superintendent's Evaluation Subcommittee meeting. A motion to return to the subcommittee for language focusing on Special Education was made by Ms. Ryan and seconded by Mr. Luoto. Discussion ensued. On a vote of 7-0, the motion passed.

5. Approval of Grants Awarded

A motion to approve Grant FY19-734 Early Grade Literacy in the amount of \$24,615.00 (\$8205.00 for each of the three elementary schools) was made by Mr. Luoto and seconded by Mr. Smith. On a vote of 7-0, the motion passed.

6. Approval of Reclassifications of Funds

A motion to approve the reclassification of funds as presented, was made by Mr. Smith and seconded by Mr. Tracy. On a vote of 7-0, the motion passed.

7. Items of Interest to the School Committee

Mr. Luoto stated that the grant total is impressive, but it would be nice to know which grants are competitive grants. Dr. Rodrigues responded that we would update the summary sheet to include that information.

Mr. Tracy asked if it was possible to get a report on what the Home and School Associations have raised for each school periodically rather than just at the end of the year. Dr. Rodrigues will bring this item to the Home and School Associations.

Mr. Maston asked if it would be possible to have a report presented about what is developmentally appropriate especially at the fifth grade level. Dr. Rodrigues will plan to have this at a future School Committee meeting.

VII. Executive Session/Adjournment

At 8:37 p.m., Committee Chair, Glenn Maston, noted that Executive Session was not needed. A motion to adjourn was made by Mr. Smith and seconded by Ms. Hallsworth. On a vote of 7-0, the motion passed.

Respectfully submitted,

Elizabeth Hallsworth, Secretary
Hudson School Committee