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**Hudson School Committee
Open Session Minutes**

Meeting Date: September 25, 2018

Location: 155 Aspley Street

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

Members absent: Elizabeth Hallsworth

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

I. Call the Meeting to Order –7:01 p.m.

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

II. Approval of Minutes:

Regular Meeting: September 11, 2018

A motion to approve the minutes of September 11, 2018 was made by Mr. Luoto and seconded by Mr. Smith. On a vote of 6-0, the motion passed.

III. Public Participation:

Beth Langlois parent of a 2nd and a 4th grader stated that she is looking forward to the Parent Forum and asked the following questions:

- 1.) Will the forum be televised for parents unable to attend?
- 2.) Are members of the School Committee going to attend?

Mr. Maston confirmed that we are not equipped for the forum to be televised and that representatives from the School Committee will be in attendance.

IV. Reports:

Report of the Superintendent

Dr. Rodrigues reported on Student Enrollment, School Choice, and Class Sizes with the following Highlights:

- Dr. Rodrigues noted declining student enrollment in his entry plan. The 2016-2017 School Attendance report from DESE had 96.4 % of students in Hudson attending Hudson Schools with about 3.7% enrolled elsewhere. Hudson Public Schools have continued to experience declining enrollment over time.

- An important date for student enrollment is approaching. On Oct 1, 2018 the Hudson Public Schools will have to certify student enrollment numbers. This certification of the number of students attending Hudson Public Schools will dictate the process for the FY20 budget numbers.
- The district had 2624 students enrolled on Sept 18. As of Sept 25, there are 2626 students. Dr. Rodrigues stated that he would continue to look at fluctuations at enrollment very specifically.
- The district had 54 students unofficially transfer to Assabet Valley and 25 students to AMSA. These numbers will be certified officially from DESE in late January or early February.
- School Choice is also a focus when looking at student enrollment. The District typically enrolls about 100 students through School Choice leading to about \$500K in revenue for the District. At the close of FY18, Hudson Public Schools certified 115 students. This year there are currently 81 students enrolled through School Choice. The variation is primarily due to 25 seniors that graduated. Dr. Rodrigues stated that we must pay attention to these fluctuations for their implications on budgets and classes.
- The Entry Findings report showed large variations in class size. Today we have the following variations:
 - At the Elementary Schools there are class sizes from as low as 15 to as high as 23.
 - At the Quinn Middle School there are 2 teams this year vs. 3 teams last year.
 - In the core content areas the student view (what the students are experiencing in the classroom) shows an average of 19.4 students per class this year compared to an average of 16.16 students per class last year.
 - In the related arts areas, there are fewer courses per grade than this year.
 - Dr. Rodrigues shared the following regarding class sizes at Hudson High School:
 - Class size becomes more complex due to the schedule component.
 - The High School offers an impressive 258 courses with 150 of them being electives. This gives students a rich composition of electives to offer different experiences to students.
 - Dr. Rodrigues reported that 95% of the students' course requests were honored this year, but that student requests must be balanced with many other things including contractual obligations. Because of this, there will continue to be a large range of class sizes at the high school.
 - Dr. Rodrigues noted the constraints and drivers of a schedule and that every time you add priorities you add constraints.
- Dr. Rodrigues shared that all the Middle and High School scheduling staff had to learn the new scheduling process with implementation of Aspen.

Dr. Rodrigues summarized that at all levels there are a variety of scenarios of class sizes on both sides of the target class size. This is due to the complexities of needing to balance the

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core courses required, compliance and contractual issues, and providing each student a rich array of electives.

Discussion ensued as Committee members expressed their concerns regarding class size and the rotating schedule at the high school, the budgetary crunch, and whether or not the District is promoting the variety of electives well enough.

Dr. Rodrigues shared that we have looked into the numbers at the High School and the Stabilization Plan defines that any class below 12 requires justification and approval by the Superintendent.

Dr. Rodrigues stated that when building the schedule, there is a need to look at the core content needs and exhaust those staff before offering electives. The District continues to examine the efficiencies of the schedule to safeguard what is important and will continue to monitor that the schedule is doing what we want.

Committee Chair, Glenn Maston asked if the Committee is able to get feedback on the scheduling process before the end of the school year.

Hudson High School Principal, Jonathan Bourn and Director of Guidance, Angie Flynn responded that even though course requests are available early on, there are many other drivers that do not come into play until much later. They also explained the priorities of Aspen when building a schedule to the Committee.

Discussion ensued relative to the number of seniors eligible for X block and whether or not this privilege is becoming a resource constraint.

Ms. Flynn outlined the requirements to be eligible for X block and reported that about 25% of the senior class are currently eligible.

Discussion ensued regarding the accuracy of the DESE School Attendance Report numbers.

Dr. Rodrigues stated he will provide some information on how these numbers are calculated.

Subcommittee Reports

Mr. Smith reported that the Policy Subcommittee had met earlier that evening. He noted the following:

- The subcommittee will begin review of the “G” policies at the next Subcommittee meeting
- The updated policy on the agenda format will be ready for the first reading at the next School Committee meeting,
- The subcommittee has begun a discussion on School Committee involvement in the hiring process.
- The subcommittee will continue working on the Facilities Usage Policy at the next policy subcommittee meeting.

Student Report

None.

V. **Matters for Discussion:**

1. First Reading of Proposed Description of Subcommittees and Other School Committee Responsibilities

Mr. Smith gave some background and stated that the purpose of this information is to make people aware of what the subcommittees do and how often they meet. This document will be used to support the new policy on onboarding of new committee members.

Discussion ensued relative to where this document would be posted.

Committee Chair, Glenn Maston stated that there would be a vote on where to post this information at the next School Committee meeting.

2. Sub-Committees: Strategic Goals - Action Steps

Dr. Rodrigues stated that the subcommittee on strategic goals should reconvene and begin developing the next action steps.

Discussion ensued relative to the Committee beginning work on the third goal as well as the Superintendent's Goals Subcommittee meeting schedule.

Committee Chair, Glenn Maston, stated that the proposed schedule of meeting dates will be discussed at the next scheduled School Committee meeting.

Matters for Action:

VI.

1. Approval of Contract with Needham Electric Supply in the Amount of \$14,015.14 for the J.L. Mulready Elementary School Electrical Service Replacement Materials: Funding source is Warrant Article #3325

A motion to approve the Contract with Needham Electric Supply in the amount of \$14,015.14 for the J.L. Mulready Elementary School Electrical Service Replacement Materials with a funding source under Warrant Article #3325 was made by Mr. Luoto and seconded by Mr. Smith. On a vote of 6-0, the motion passed.

2. Approval of Hudson High School Grade 9 Overnight Field Trip to Washington D.C. April 23-27, 2019

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A motion to approve the Hudson High School Grade 9 Overnight Field Trip to Washington D.C. April 23-27, 2019 was made by Mr. Smith and seconded by Mr. Luoto.

Discussion ensued about students and their ability to participate. Mr. Bourn told the Committee that it is always a point of emphasis to make sure that all eligible students are able to go if they want to.

On a vote of 6-0, the motion passed.

Reclassifications:

Ms. Ryan noticed an error on reclassification of funds No.1, as presented.

Dr. Rodrigues will bring the corrected reclassification of funds No.1 to the next School Committee meeting for vote.

Items of Interest to the School Committee:

Ms. Ryan shared that she would be doing a walk through of as many schools as possible with Dr. Rodrigues on October 3. All Committee members are welcome to join them.

Executive Session/Adjournment

VII. At 7:59 p.m., Committee Chair, Glenn Maston, noted that Executive Session was needed for the following reasons:

1. To conduct negotiations with non-union personnel whereas discussion in an open session may have a detrimental effect on the legal position of the Committee.
2. To conduct negotiations with union personnel (Hudson Education Association) whereas discussion in 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
Mr. Luoto yes
Mr. Tracy yes
Ms. Ryan yes
Mr. McDowell yes

Committee Chair, Glenn Maston, announced that the Committee would enter Executive Session and not return to Public Session.

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Respectfully submitted,

Elizabeth Hallsworth, Secretary
Hudson School Committee