

Approved

**Hudson School Committee
Open Session Minutes**

Meeting Date: August 21, 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
Julia M. Pisegna, Recording Secretary

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

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

II. Approval of Minutes:

Regular Meeting: July 31, 2018

A motion to approve the minutes of July 31, 2018, as amended, was made by Mr. Luoto and seconded by Mr. Smith. On a vote of 7-0, the motion passed.

III. Public Participation:

None.

IV. Reports:

Report of the Superintendent

Dr. Rodrigues reported on the following:

1. School Readiness Report

Principals submitted their School Readiness Checklist and all five schools are ready to open on August 27th to welcome students and families to the 2018-2019 school year.

2. Transportation

The bus routes have been posted on the District's website, as well as a link on the front page under "Useful Links". Parents and guardians were reminded to ensure students are at their bus stops at least 10 minutes prior to the estimated time for pick-up in the morning.

3. Student Enrollment as of August 17, 2018

School	Grades	Enrollment
Out-of-District	Pre K-12	53/27
Farley Elementary School	Pre K-4	394
Forest Elementary School	K-4	349
Mulready Elementary School	Pre K-4	248
Quinn Middle School	5-7	637
Hudson High School	8-12	908
	Total	2,616

4. New Employee Orientation

Approximately 25 new employees are participating in the New Employee Orientation Program on August 21st and 22nd and it includes teachers, paraprofessionals, ABA therapist and administrators. The two-day agenda covered topics such as curriculum, instruction, special education, technology, human resources, union membership, teacher mentorship program and more.

5. Summer Leadership Institute

The Summer Leadership Institute was held on August 14th and 15th with thirty-three administrators and selected support personnel participating in this year's event. The Institute titled "the 2031 Challenge" focused activities dedicated to developing the action steps for the priority area included in the new District Improvement Plan, as well as leadership and team building.

6. General Assembly

On Monday, August 27th, Dr. Rodrigues will welcome the Hudson school community to the new academic year during a general assembly at the High School. Dr. Rodrigues invited all School Committee members to attend.

Student Report

None.

Subcommittee Reports

Mr. Smith noted that the Policy Subcommittee had met and are in the process of working out a schedule for future meetings.

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V. **Matters for Discussion:**

None.

VI. **Matters for Action:**

1. Approval of FY18 Financial Closure

Patty Lange, Executive Director of Finance and Operations, presented the FY19 budget revenue update and provided school choice and circuit breaker updates, as well as year-end transfers and encumbrances for the closing of FY18.

Discussion ensued.

Transfer of Funds

A motion to approve the transfer of \$217,969.96 from FY18 General Expense to FY18 Transportation was made by Mr. Smith and seconded by Mr. Luoto. On a vote of 7-0, the motion passed.

A motion to approve the transfer of \$110,534.32 from FY18 Food Services Revolving Fund to FY18 General Expense was made by Mr. Smith and seconded by Ms. Hallsworth. On a vote of 7-0, the motion passed.

A motion to approve the transfer of \$904,131.37 from FY18 General Expense to FY18 Personnel was made by Mr. Smith and seconded by Mr. Luoto. On a vote of 7-0, the motion passed.

Encumbrances

A motion to approve to encumber \$152,224.94 from FY18 General Expense to FY19 funds was made by Mr. Tracy and seconded by Mr. Smith. On a vote of 7-0, the motion passed.

A motion to approve to encumber \$72,314.26 from FY18 Transportation to FY19 funds was made by Mr. Tracy and seconded by Mr. Smith. On a vote of 7-0, the motion passed.

A motion to approve to encumber \$145,944.70 from FY18 Personnel to FY19 funds was made by Mr. Tracy and seconded by Mr. Luoto. On a vote of 7-0, the motion passed.

2. Approval of 2018-2019 Elementary School Student/Parent Handbook

Dr. Rodrigues recommended approval of the 2018-2019 Elementary Schools Student/Parent Handbooks.

Discussion ensued.

A motion to approve the 2018-2019 Elementary Schools Student/Parent Handbooks was made by Mr. Maston and seconded by Mr. Smith. On a vote of 7-0, the motion passed.

Approved

Approval of 2018-2019 Quinn Middle School Student/Parent Handbook

Dr. Rodrigues recommended approval of the 2018-2019 Student/Parent Handbook for the Quinn Middle School.

Discussion ensued.

A motion to approve the 2018-2019 Student/Parent Handbook for the Quinn Middle School was made by Mr. Maston and seconded by Mr. Smith. On a vote of 7-0, the motion passed.

Approval of 2018-2019 Hudson High School Student/Parent Handbook

Dr. Rodrigues recommended approval of the 2018-2019 Student/Parent Handbook for Hudson High School.

Discussion ensued.

A motion to approve the 2018-2019 Student/Parent Handbook for Hudson High School was made by Mr. Maston and seconded by Mr. Smith. On a vote of 7-0, the motion passed.

3. Approval of Guidelines for School Committee Policy JICA – Dress Code Policy

A motion to approve the guidelines for the School Committee Policy JICA – Dress Code Policy was made by Mr. Smith and seconded by Mr. Tracy. On a vote of 7-0, the motion passed.

4. Approval of CHAPS Representative

Dr. Rodrigues shared that he had spoken to Mr. Freitas, and in the past, there has been a history of two members of the Committee on the Board as CHAPS representatives.

A motion to approve Steve Smith and Nina Ryan as a CHAPS representatives was made by Mr. Maston and seconded by Mr. Tracy. On a vote of 7-0, the motion passed.

5. Approval of Contract with Denver Equipment in the Amount of \$22,604.34 for Steamer and Kettle Equipment at Farley Elementary School

Dr. Rodrigues recommended approval of the contract with Denver Equipment in the amount of \$22,604.34 for steamer and kettle equipment at Farley Elementary School.

Discussion ensued.

A motion to approve the contract with Denver Equipment in the amount of \$22,604.34 for steamer and kettle equipment, as presented, was made by Mr. Tracy and seconded by Mr. Smith. On a vote of 7-0, the motion passed.

Approved

6. Approval of the Contract with Project Lead the Way in the Amount of \$15,290.00 for Material Kits and Specialty Equipment

Dr. Rodrigues recommended approval of the contract with Project Lead the Way in the amount of \$15,290.00 for material kits and specialty equipment.

A motion to approve the contract with Project Lead the Way in the Amount of \$15,290.00 for material kits and specialty equipment was made by Mr. Luoto and seconded by Ms. Hallsworth. On a vote of 7-0, the motion passed.

7. Approval of Grants Awarded

None.

Reclassifications:

A motion to approve the reclassification of funds No.1, as presented, was made by Mr. Luoto and seconded by Mr. Smith. On a vote of 7-0, the motion passed.

A motion to approve the reclassification of funds No. 2, as presented, was made by Mr. Smith and seconded by Mr. Luoto. On a vote of 7-0, the motion passed.

Items of Interest to the School Committee:

None.

VII. **Executive Session/Adjournment**

At 8:03 p.m., Committee Chair, Glenn Maston, noted that Executive Session was needed for the following reason:

1. To conduct contract negotiations with union and non-union personnel (Superintendent), whereas discussion in an open session may have a detrimental effect on the legal position of the Committee

A motion to enter into Executive Session was made by Mr. Smith and seconded by Ms. Hallsworth.

Vote by roll call:

Mr. Maston – yes
Mr. Smith– yes
Mr. Luoto – yes
Ms. Hallsworth - yes
Mr. Tracy – yes
Ms. Ryan - Yes
Mr. McDowell – yes

Approved

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