

Approved

**Hudson School Committee
Open Session Minutes**

Meeting Date: September 10, 2013

Location: Administration Building
155 Apsley Street

Members present: Susan Dunnell, Lynn Valcourt, Tammy Ducey, Jennifer O'Brien,
Lorraine Nelson and Brian Davis

Student Representative: Alex Schley

Others present: Dr. Kevin M. Lyons, Superintendent

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

The meeting was called to order by Committee Chair Susan Dunnell.

II. Approval of Minutes

1. Regular Meeting – August 20, 2013: A motion to approve the minutes was made by Ms. Valcourt and seconded by Mrs. Nelson. On a vote of 5-0-1, with Mrs. Ducey abstaining, the motion passed.

Committee Chair Susan Dunnell announced that the Agenda would be taken out of order.

III. New Business

1. Presentation by Candidates for Vacancy on the Assabet Valley Regional Vocational School District School Committee:

Committee Chair Susan Dunnell invited candidates to make their presentation to Committee members.

Candidate No. 1 - William J. Charbonneau, Jr. :

Mr. Charbonneau introduced himself to the Committee as an alumni of Assabet Valley Technical High School. He has two children currently attending Assabet Valley and is a very active parent. As an alumni, Mr. Charbonneau knows what Assabet Valley has done for his life and he is interested in giving back to the school that has given him so much. He feels this background and his knowledge of the staff would be a great asset to this position.

Candidate No. 2 – Justin Graceffa:

Mr. Graceffa introduced himself to the Committee and noted that he also attended a vocational school. Mr. Graceffa does not have children in the system, but he would like to find a way to get involved in the community. He was impressed by the engineering, science and history programs and feels his younger, fresh ideas will add a lot to the Committee.

Candidate No. 3 – Dolores Sharek:

Ms. Sharek introduced herself as a newcomer to Hudson. She has two children that both graduated from a vocational technical high school. Ms. Sharek was previously with the New Bedford system where she was very involved and served on the Program Advisory Committee for the Business Office Technology at the Greater New Bedford Voc-Tech and would like to continue her work in Hudson. Ms. Sharek holds a Master's in Business Administration and currently works for a non-profit organization as the chief financial officer.

Committee members thanked the candidates for their attendance and presentation and recognized that all three candidates brought different perspectives to the position.

Ms. Valcourt also informed the candidates of the seat which is now vacant on the Hudson School Committee. If the candidates had any interest, Ms. Valcourt asked that they fill out the interest card and submit their name for consideration.

A motion to approve bringing all three candidates, William J. Charbonneau, Jr., Justin Graceffa and Dolores Sharek, forward to the joint meeting of the School Committee and the Board of Selectmen was made by Ms. Valcourt and seconded by Mrs. Ducey. On a vote of 6-0, the motion passed.

Superintendent's Report – Dr. Kevin Lyons

Opening of School:

After the movement of 93 classrooms, kindergarten classrooms joining the elementary schools, opening of the new Quinn Middle School and a new high school schedule, the opening days of school were dramatically successful.

Dr. Lyons showed a slide presentation with some photographs from the opening of the Quinn Middle School which shared the excitement and pride of faculty, staff, students, parents and the community in the opening of the new school.

Dr. Lyons noted that transportation went exceptionally well on the first few days with the implementation of the new Transportation Policy, the new bus pass system and the completely realigned routes and schedules. Dr. Lyons reiterated that all parent concerns were being addressed and responded to and that the safety of students remains the primary consideration in evaluating transportation concerns.

Dr. Lyons invited Ellen Shuck and Len Belli to provide brief updates on their department's work in the transition and preparation for the opening of the 2013-2014 school year.

Director of Technology, Ellen Schuck, highlighted the work of the Technology Department over the last six months and thanked the following staff for their efforts and dedication:

Josh Bettencourt
Yvonne Breen
Betsy Russell
Mark Chiasson
David McCarthy
Lynda Chilton
Cameron Ciesluk
Copy Center - John McClellan and Scott Burnham

Summer interns:

Technology - Joshua Nasiatka, Ian Whalen and Thomas Herring
HUD TV - Ford Polia and Marc Mitchell
Copy Center - Hunter Micciche

Some of the accomplishments included:

- ◆ Recycling of old equipment
- ◆ Reimaging of all classrooms and labs
- ◆ All district systems on Windows 7
- ◆ Installation of new copying machines
- ◆ Print servers up and running
- ◆ Met all State requirements for District reports
- ◆ Updates to all servers
- ◆ Activated 75 new employees
- ◆ New staff badges
- ◆ Quinn Middle School Technology

Director of Facilities, Len Belli, reported on the work of the Buildings & Grounds Department and highlighted a sampling of the accomplishments of his department during the summer and work done in order to have Quinn Middle School ready to open:

- ◆ Detailed plan
- ◆ Weekly and monthly meetings for Quinn Middle School
- ◆ Kindergarten classrooms
- ◆ School entrance security systems
- ◆ JFK modular move
- ◆ Quinn Middle School opened on time and under budget

Dr. Lyons and Committee members thanked Ms. Schuck and Mr. Belli and their staff for the tremendous work, dedication and all they do for the District.

Enrollments: Dr. Lyons noted that early numbers are in for enrollment and reported that District enrollment appears to be up and that class size remains very good. However, the date of October 1st will provide the official numbers.

School Safety and Readiness Day: The annual Readiness Day was held on August 21st and included public safety, administration, school nurses, school secretaries, and representatives of the transportation contractors. It was an especially useful meeting due to all the transitions taking place.

New Hires: The last of the two vacant professional positions have been filled. Dr. Lyons announced the hiring of Matthew Brown, Hudson High School English Teacher and Diana Hatstat, Hudson High School Special Education Inclusion Teacher.

New Staff Orientation: New staff orientation took place on August 22nd, 26th and 27th. New staff members learned of the District vision and values, and the history of Hudson. They participated in curriculum orientation and school-level programs. Dr. Lyons thanked staff members Todd Wallingford, Karen Martin, Jodi Fortuna, Leslie Knight, Danielle Wood and Claire Howe, John McClellan, Mike Correa, Kelley DiFolco and building administrators for their leadership and dedication.

Home and School: Dr. Lyons thanked the Home and School Association for the welcome baskets for the new instructional staff. These baskets contained a number of very important and useful tools for new teachers and paraeducators. This is the third consecutive year that the Home and School Association has presented baskets to new staff members. Dr. Lyons also thanked Marianne Vergano-Laughton for her assistance.

Heffer Fest 2013, Saturday, September 7th: Dr, Lyons was unable to attend the 2nd annual Heffer Fest event held on Saturday, September 7th at the Hudson Elks Lodge but noted that the event was a great success with over 300 attendees, and included 10 teams in the BBQ contest and featured local music bands. All proceeds go to the funding of the HEF Teacher Grant Program.

IV. Special Reports and Presentations:

Wellness and Safety Annual Update - Director of Health, Nursing and Safety, Jenny Gormley: Director of Health, Nursing and Safety, Jenny Gormley, presented the Annual Wellness and Safety Update. The presentation highlighted the services and activities of the school nurses which included:

- ◆ Medical Emergency Plans
- ◆ Hudson Public School Nurse Utilization
- ◆ Hudson High School Wellness Program
- ◆ 2013 Cook-Off
- ◆ Walk/Bike to School Day
- ◆ 2013 Hudson High School Health Fair

Ms. Gormley also highlighted the plans for 2013-2014 which included ongoing educator evaluation and curriculum mapping, emergency plan practice, absenteeism and return to class rates, crisis guidelines and substance abuse intervention.

Committee Chair Susan Dunnell thanked Ms. Gormley and her staff for the important work they do for the District.

V. Old Business

None.

VI. Community Comments

None.

VII. New Business (continued)

Committee Chair Susan Dunnell acknowledged receipt of a resolution from State Representative Kate Hogan and the House of Representatives dated July 29, 2013 and reads “Congratulations to Charlene Cook on her retirement as Principal of Joseph L. Mulready Elementary School in Hudson” and thanked her for her dedication and years of service to the children of Hudson.

Superintendent's Evaluation:

Committee Chair Susan Dunnell presented the School Committee evaluation report of the Superintendent for the 2013-2014 school year as follows:

Progress Towards Goals:

- Goal 1: Professional Practice Goals - Met goals
- Goal 2: Student Learning Goals – Significant Progress
- Goal 3: District Improvement Goals – Significant Progress

Performance on Standards:

- Standard 1: Instructional Leadership – Proficient
- Standard 2: Management and Operations – Proficient
- Standard 3: Family and Community Engagement – Proficient
- Standard 4: Professional Culture - Proficient

A motion to accept this review as the Committee's review of record for Dr. Lyons was made by Mrs. Dunnell and seconded by Mrs. Ducey. On a vote of 5-1-0, with Mr. Davis opposing, the motion passed.

Mrs. Nelson thanked Dr. Lyons for his dedication and appreciates the tremendous amount of work that he does.

Dr. Lyons recognized that his success is due to the dedication of his staff and thanked them for their continued efforts and dedication.

Approval of Two Contracts with Follett Educational Services, Inc.: Dr. Lyons recommended approval of the contracts with Follett Educational Services for mathematics textbooks in the amount of \$19,038.06 and for science textbooks in the amount of \$27,891.05. A motion to approve the contracts with Follett Educational Services for mathematics textbooks in the amount of \$19,038.06 and for science textbooks in the amount of \$27,891.05 was made by Ms. Valcourt and seconded by Mrs. Nelson. On a vote of 6-0, the motion passed.

VIII. Reclassifications

None.

IX. Subcommittee and Building Committee Liaison Reports

Committee Chair Susan Dunnell announced that anyone interested in the vacancy on the Hudson School Committee Board should submit an interest form card.

Discussion ensued.

Student representative Alex Schley updated the Committee on a meeting held with Principal Brian Reagan to discuss the new schedule changes and how students were handling the schedule changes. Ms. Schley also reported that a meeting to further discuss the no-cut policy is being planned and she will continue to update the Committee on these matters.

Ms. Valcourt reported that the MASC Bulletin was mailed to all Committee members and noted the Charter Form Study Groups.

Mrs. Ducey reported that the Anti-Bullying Law had been updated.

X. Executive Session/Adjournment

At 8:25 p.m., Mrs. Dunnell noted there was a need for Executive Session to discuss strategy with respect to, or in preparation for, collective bargaining with the Hudson Education Association, and individual contracts because an open session may have a detrimental effect on the bargaining position of the Committee pending litigation.

A motion to adjourn was made by Ms. Valcourt and seconded by Mrs. Ducey. On a vote of 6-0, the motion passed.

Dr. Lyons called the roll:

Mrs. Dunnell:	Yes
Ms. Valcourt:	Yes
Mrs. Ducey:	Yes
Mrs. O'Brien:	Yes
Mrs. Nelson:	Yes
Mr. Davis:	Yes

Not Approved

Mrs. Dunnell announced that the Committee would enter Executive Session and not return to public session.

Respectfully submitted,

Lynn Valcourt, Secretary
Hudson School Committee

List of Documents Source and Location

DOC NAME	SOURCE	LOCATION
School Committee Minutes of August 20, 2013	School Committee	Superintendent's Office
Superintendent's Report	Superintendent	Superintendent's Office
Enrollment / Attendance 9/4/13	Superintendent	Superintendent's Office
Enrollment/Attendance First Day of Preschool	Superintendent	Superintendent's Office
Readiness Day Agenda	Superintendent	Superintendent's Office
Heffer Fest Flyer	Hudson Education Association	Superintendent's Office
Wellness & Safety Update PowerPoint Presentation	Jenny Gormley	Superintendent's Office
Assabet Valley Regional Technical High School Applications	Joan Wordell, Town Clerk	Superintendent's Office
Contract – Follett Educational Services, Inc.	Dr. Jodi Fortuna	Superintendent's Office
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