

Approved

**Hudson School Committee  
Open Session Minutes**

**Meeting Date:** April 26, 2016

**Location:** Administration Building  
155 Apsley Street

Members present: Jennifer O'Brien, Michele Tousignant Dufour, Allyson Hay, Glenn Maston and Elizabeth Hallsworth

Members absent: Brian Davis  
George Luoto  
Alicia Sagastume, Student Representative

Others present: Dr. Jodi Fortuna, Superintendent  
Julia M. Pisegna, Recording Secretary

**I. Call the Meeting to Order – 7:04 p.m.**

The meeting was called to order by Committee Chair, Jennifer O'Brien.

**II. Approval of Minutes:**

Regular Meeting – April 26, 2016: A motion to approve the minutes was made Ms. Tousignant Dufour by and seconded by Ms. Hay. On a vote of 4-0-1, with Mr. Maston abstaining, the motion passed.

**III. Public Participation:**

None.

**IV. Reports:**

Student Representative Report:

None.

**Superintendent's Report – Dr. Jodi Fortuna**

***'If Only'***

On Wednesday, April 6<sup>th</sup>, Dr. Fortuna participated in a panel discussion after the presentation of the film, '*If Only*' by Executive Producer James Wahlberg, Executive Director of the Mark Wahlberg Youth Foundation, on opioid addiction to a standing-room only crowd at the Grace Baptist Church.

Dr. Fortuna shared that it was an honor to be part of such a powerful evening and that several parents have reached out to her with contacts for individuals interested in coming into the schools and speaking with students and share their age-appropriate stories.

**Meeting with Town Executive Assistant Tom Moses:**

On Thursday, May 17<sup>th</sup>, Dr. Fortuna, Executive Director of Finance and Operations, Patty Lange, and School Committee Chair, Jennifer O'Brien, met with Town Executive Assistant, Tom Moses, for a continued discussion on the budget. Dr. Fortuna noted that it was a great conversation and that she appreciates the partnership between the school department and the Town.

**Hudson High School Drama Society Trip to New York:**

On April 12<sup>th</sup> and 13<sup>th</sup>, Dr. Fortuna traveled to New York with the Hudson High School Drama Society as an administrative chaperone. It was a wonderful trip, highlighted by their visit to Broadway to see the show '*The Curious Incident of the Dog in the Night Time*', a moving performance that Dr. Fortuna would like to have all educators attend as a potential professional development event when they bring the show to Boston next year.

**Hudson High School Reality Fair:**

On Friday, April 15<sup>th</sup>, the Reality Fair was held at Hudson High School. Dr. Fortuna thanked the Hudson community for making this event so successful and encouraged other local business to join in.

**Living Biography Presentation:**

Dr. Fortuna attended the Living Biography Presentation at Quinn Middle School. The performance and knowledge of these 5<sup>th</sup> grade students was immense as they shared what they learned about individuals who have shaped the history of our world.

**Hudson High School Shakespeare Competition:**

Dr. Fortuna had the honor of judging the Annual Hudson High School Shakespeare Competition. This annual event is sponsored by the Hudson High School Home and School and coordinated by Ms. Susan Menanson.

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This year, students competed by reading a sonnet and soliloquy of their choice. Dr. Fortuna was impressed by the understanding of Shakespeare's words that the students demonstrated through their dramatic readings.

This year's winners were:

- Sara Waddell - First prize
- Alicia Sagastume - Second Prize
- Pat Fortuna - Third Prize

**Full Day Kindergarten Meeting:**

On Tuesday, April 26<sup>th</sup>, the second full-day kindergarten meeting was held at Farley Elementary School. Dr. Fortuna noted that it was a great audience, very positive, and there was an informative Q & A session afterwards responding to all new parent inquiries.

Dr. Fortuna noted that the next scheduled meeting on full-day kindergarten will be held on May 3<sup>rd</sup> at 6:30 p.m. at the Mulready Elementary and invited all to attend.

Subcommittee Reports:

None.

V. **Matters for Discussion:**

1. Update on Budget – Dr. Jodi Fortuna and Patty Lange:

Executive Director of Finance and Operations, Patty Lange, presented to the Committee an update on the FY16 Budget highlighting the following items:

**Budget Savings by Category:**

Personnel Savings                      1,131,683.94

(Maternity leave, other leaves, hiring vacancies, and positions vacant for part of the year.)

General Expense Savings	
Utilities oil, Gas, Electric, Phones, Supplies	390,759.96
Tuitions	338,733.67
Instructional Budgets	166,875.75
Contracted Services	90,214.60
Legal Professional Fees	85,150.00
	46,056.86

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Building & Grounds	
Rent/Lease Equipment	19,222.20
Athletics	19,120.26
Administrative Savings	18,307.33
<b>Total General Expense Savings</b>	<b>1,174,440.63</b>
<b>Transportation Deficit</b>	<b>(7,899.63)</b>

**FY16 Budget Projections:**

\*\*Budget Includes School Choice and other reimbursements.

<b>Fund</b>	<b>FY16 Budget</b>	<b>FY16 Projected</b>	<b>FY16 Balance</b>
Personnel	30,020,564.00	28,888,880.06	1,131,683.94
General Expenses	7,335,764.00	6,161,323.37	1,174,440.63
Transportation	1,839,513.00	1,847,412.63	(7,899.63)
<b>Total</b>	<b>39,195,841.00</b>	<b>36,897,616.06</b>	<b>2,298,224.94</b>

<b>Town Appropriation</b>	<b>FY16 Budget</b>	<b>FY16 Projected</b>	<b>FY16 Balance</b>
Personnel	29,772,147.00	28,888,880.06	883,266.94
General	4,000,000.00	6,161,323.37	(2,161,323.37)
Transportation	1,600,000.00	1,847,412.63	(247,412.63)
<b>Total</b>	<b>35,372,147.00</b>	<b>36,897,616.06</b>	<b>(1,525,469.06)</b>

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FY16 Budget Projections

General Fund Surplus (Deficit)	(2,161,323.37)
Transportation Surplus (Deficit)	( 247,412.63)
Personnel Surplus	883,266.94
Additional Chapter 70 Aid	0.00
Circuit Breaker @ 73%	779,663.00
Total Deficit	<u>(745,806.06)</u>

**Funding:** 745,806.06

**School Choice Transfer**

745,806.06

<b>School Choice Balance June 30, 2015</b>	2,635,636.54
Estimated Income FY16	554,577.00*
Projected Spending FY16	(18,376.35)
Projected Food Svs - Deficit	(75,153.00)
Projected School Choice Available	<u>3,096,684.19</u>

\*(Based 92@\$5000 per DESE,  
Office of School Finance 12/15/2015)

School Choice Balance Carry Forward to FY17 2,350,878.13

Circuit Breaker Balance Carry Forward from 579,172.61

Ms. Lange also shared with Committee members FY17 Budget assumption as follows:

**November 2015 Expense Assumptions:**

Raises were based upon the negotiated teacher and para contract rates.

In District transportation was based upon the negotiated transportation contract in place with NRT - 2%.

Out of district transportation was based upon a 2% increase in the collaborative contract.

School and curriculum budgets are based upon projected enrollment as of September 2015, with a 2.5% increase.

Tuitions have a budgeted reserve of \$500K.

**April 2016 Expense Assumptions:**

Budget Freeze has been put in effect and projection dated April 2016 will be met or exceeded.  
(Expenses less than Projected)

Raises were based upon the negotiated teacher and para contract rates.

In district transportation was based upon the negotiated transportation contract in place with NRT - 2%.

Out of district transportation was based upon a 1% increase in the collaborative contract, down from 2% previously.

School and curriculum budgets are based upon projected enrollment as of September 2015, with a 2.5% increase.

Tuitions have a budgeted reserve of \$500K.

**November 2015 Revenue Assumptions:**

The Town appropriation will be 3% over FY16's amount.

School choice enrollment in FY16 will be: 94 students: 16 at Quinn and 78 at the High School.

School choice enrollment in FY17 will be 94 students;;16 at Quinn and 78 at the High School.

There will be a school choice carry-forward of \$855,873 based upon the November 16, 2015 projected spending for FY16.

There will be an additional school choice carry-forward of \$486,023 based upon savings not specifically identified by November 16, 2015.

Circuit Breaker in FY17 will be funded at 75%.

The FY16 special education projected spending as of November, 2015 will reap a circuit breaker amount of \$940,527, in FY17.

**April 2016 Revenue Assumptions:**

The Town appropriation will be 3% over FY16's amount.

School choice enrollment in FY16 will be 94 students; 16 at Quinn and 78 at the High School.

School choice enrollment in FY17 will be 94 students; 16 at Quinn and 78 at the High School.

There will be a school choice carry-forward of \$2,350,619 based upon the April, 2016 projected spending for FY16.

Circuit Breaker in FY17 will be funded between 72% and 75%, estimated between \$924.7K and \$963.2K based upon the April 2016 Projection for FY16. Circuit breaker will be budgeted at \$940,527, in FY17 - no change from December 2015 voted budget.

Discussion ensued.

Committee members thanked Ms. Lange for the informative presentation.

**VI. Matters for Action:**

1. Approval of Contract with Capital Carpet & Floor Specialists, Inc. in the Amount of \$91,444.00 for New Flooring at the Mulready Elementary School

Dr. Fortuna recommended approval of the contract with Capital Carpet & Floor Specialist, Inc. in the amount of \$91,444.00 for new flooring at the Mulready Elementary School.

Discussion ensued.

A motion to approve the contract with Capital Carpet & Floor Specialist, Inc. in the amount of \$91,444.00 for new flooring at the Mulready Elementary School was made by Ms. Hay and seconded by Ms. Hallsworth. On a vote of 5-0, the motion passed.

2. Approval of Contract with Indoor Air Technologies in the Amount of \$56,120.00 for New Acoustic Ceilings at the Mulready Elementary School

Dr. Fortuna recommended approval of the contract with Indoor Air Technologies in the amount of \$56,120.00 for new acoustic ceilings at the Mulready Elementary School.

A motion to approve the contract with Indoor Air Technologies in the amount of \$56,120.00 for new acoustic ceilings at the Mulready Elementary School was made by Ms. Tousignant Dufour and seconded by Mr. Maston. On a vote of 5-0, the motion passed.

*Approved*

3. Approval of Contract with Capeway Roofing Systems, Inc. in the Amount of \$218,614.50 for Additional Asbestos Abatement at the Mulready Elementary School

Dr. Fortuna recommended approval of the contract with Capeway Roofing Systems, Inc. in the amount of \$218,614.50 for additional asbestos abatement at the Mulready Elementary School.

Discussion ensued.

A motion to approve the contract with Capeway Roofing Systems, Inc. in the amount of \$218,614.50 for additional asbestos abatement at the Mulready Elementary School was made by Ms. Hay and seconded by Mr. Maston. On a vote of 5-0, the motion passed.

**Reclassifications:**

A motion to approve the reclassifications of funds, as presented, was made by Ms. Tousignant Dufour and seconded by Ms. Hallsworth. On a vote of 5-0, the motion passed.

**Items of Interest to the School Committee:**

Ms. Hay noted that the Quinn Middle School outreach to 4<sup>th</sup> grade families will be held on Thursday, May 5<sup>th</sup>.

VI.

**Executive Session/Adjournment**

At 7:38 p.m., Committee Chair, Jennifer O'Brien, noted that there was no need for an Executive Session.

A motion to adjourn was made by Ms. Hay and seconded by Mr. Maston.

Respectfully submitted,

Elizabeth Hallsworth, Secretary  
Hudson School Committee