

Approved

**Hudson School Committee
Open Session Minutes**

Meeting Date: April 5, 2016

Location: Administration Building
155 Apsley Street

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

Members absent: Brian Davis
Glenn Maston

Others present: Dr. Jodi Fortuna, Superintendent
Julia M. Pisegna, Recording Secretary
Alicia Sagastume, Student Representative

I. Call the Meeting to Order – 7:03 p.m.

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

Committee Chair Jennifer O'Brien began the meeting with a moment of silence to remember Hudson High School Senior Aryanna Harvey.

II. Approval of Minutes:

Regular Meeting – March 22, 2016: A motion to approve the minutes was made by Mr. Luoto and seconded by Ms. Tousignant Dufour. On a vote of 5-0, the motion passed.

III. Public Participation:

None.

IV. Reports:

Student Representative Report:

Student Representative, Alicia Sagastume, updated the Committee on events going on at the High School, including the ping pong tournament with all profits raised going to Community Council, and the Peru Trip 2016 which leaves in one week. Ms. Sagastume also shared that students were remembering Aryanna Harvey in special ways.

Superintendent's Report – Dr. Jodi Fortuna

District Leadership Team Meeting

The team met and focused on a common definition and the components of a balanced assessment system based on a series of professional readings the team completed. The meeting was the first foundational step in completing the District's 2016-2017 strategic initiative of creating and implementing a balanced and rigorous assessment system to measure student progress and determine any needed adjustments to instructional practices.

Finance and Operations

Student Information Management Systems

Dr. Fortuna has received concerns raised from parents, teachers, and administrators relative to their dissatisfaction with IPass, the District's current student information management software regarding the user interface and usability of the product.

Dr. Fortuna and Director of Technology, Ellen Schuck, have discussed options for improving the user experience. The parent company that owns IPass has been less than responsive to the District's requests to fix known issues and requests for improved functionality.

Due to the myriad of issues and the number of people affected, the District has decided to pursue purchasing another student information management system. Ms. Schuck and Betsy Russell have screened five student information systems:

- IMG/Harris (our current provider of IPass)
- PowerSchool
- MMS
- Aspen X2
- School Brains

These five companies were chosen based on the March 2016 SIF 2.7 rating published by the Massachusetts Department of Elementary and Secondary Education. Each company provided a two-hour presentation showcasing their various modules within their software program. Three companies were chosen to be moved on to a selection committee comprised of all stakeholder groups. The companies were chosen to be moved on based on the following criteria:

- DESE Reporting/SIF process
- Program modules
- Data Extraction process
- Presence in public school districts in Massachusetts
- Overall features of their program

Over the next two months, PowerSchool, Aspen X2, and School Brains will have a formal presentation to a larger selection committee which will be comprised of teachers, secretaries, guidance counselors, administrators, parents, and students.

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Dr. Fortuna will continue to update the Committee with any new information.

Water Quality at Mulready

Committee members received lab results from the Mulready water tests which were completed by Microbac Labs. The first draw samples were taken early on Friday, March 25th after the units had been still since the day before for the required 6 to 8 hours. The units had most likely been still for 9.5 to 10 hours at the time of the sample collection.

All lead readings were significantly below the EPA/LCCA limits for lead which is 0.015 mg/L. The letters ND on the reports indicate that there was no substance detectable in the sample. Most samples tested around 0.0015 mg/L.

There was one first draw sample that tested at .0052 mg/L for lead. This result had the highest concentration of lead obtained and was a clear outlier from the remaining data. Though an outlier, the result is well below the acceptable threshold of 0.015mg/L established by the Environmental Protection Agency when water is tested after being still. The same drinking fountain did not have any detectable lead after being flushed per the testing protocol.

The results of the second test, which were flushed samples, yield results for lead and copper that remain significantly below the EPA/LCCA thresholds of 0.015 mg/L Lead and 1.3mg/L Copper.

The District's next action steps are:

- Notifying all Mulready families on Friday afternoon;
- Reopening of all water fountains at the Mulready School;
- Starting a testing routine for all schools in conjunction with the water department; and
- Posting result reports on the District's Announcement webpage.

Dr. Fortuna extended her appreciation to Sam Tipps and Josh Teixeira for their thoughtful and professional research for the State Science Fair that led the District to where it is in this process.

Air Quality Test at Quinn

Dr. Fortuna shared that the final report has been received and has been posted on the District's Announcements page.

Curriculum and Instruction Update

Kindergarten Lottery

The District held the kindergarten lottery on Monday, March 28th at 6:30 p.m. at the Apsley Street Administration Building. Mulready was the only building that required a lottery. Dr.

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Fortuna provided an update to the Committee on some additional possibilities that we have for full-day kindergarten in the 2016-2017 school year.

Superintendent's Items of Interest

Superintendent's Parent Advisory Group

Dr. Fortuna and the group spent time catching up on all of the activity that has been occurring in the District. Some concerns that the group brought forward were communication from the District regarding transitions between buildings, program recommendations as students transition from the middle school to the high school and the preschool merger with CHAPS, the elementary report card, and difficulties with registration at the high school, most notably for rising eight graders.

Communication about transition continues to be an ongoing topic between the principals and some strong plans are beginning to take shape around improving the District's practice. As an intermediary step, Dr. Fortuna has asked principals to prominently provide directions to sign up for the ListServ in the students' next school in the current schools' own newsletters and ListServs.

Dr. Fortuna has also asked elementary principals to invite Mr. Webster to their next coffee and Mr. Webster to invite Dr. Reagan to his so that interested families can have an opportunity to speak with their soon-to-be principal and ask any burning questions they may have.

Director of Elementary Education, Karen Martin, will be attending a future School Committee meeting to discuss the elementary report card. Dr. Fortuna will invite the broader community who may have questions to join us.

The District is exploring new student management software to address the registration issues that families experienced at the High School, as well as examining the registration window so that we can avoid abutting vacation if possible.

Massachusetts Association of School Superintendents Meeting

There were 350 superintendents, administrators, state officials, DESE officials and Massachusetts Commissioner of Education Mitchell Chester at Hudson High School for a conference on next generation assessments.

Dr. Fortuna thanked Julia Pisegna, Brian Reagan, Dan MacAnespie, Ellen Schuck, Cam Ciesluk, and Roger Downing for the roles they played in making this event at the High School a success. Over 300 school administrators descended on the school, the District made the logistics look easy.

The Commissioner was impressed with our facility and our ability to be so accommodating. The team made our High School and our District shine.

Dr. Fortuna congratulated Hudson Police Office Roger Downing who was promoted to a Sergeant and thanked him for his service to Hudson High School.

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Dr. Fortuna noted that Chief Burkes will begin the interview process for Sergeant Downing's replacement soon.

Discussion ensued.

Special Olympics

The MetroWest Special Olympics Track and Field events is scheduled for Friday, April 15th at Bowditch Field on the campus of Framingham State University. The rain date is for Friday, April 29th.

Dr. Fortuna invited members of the Committee to attend this wonderful event.

Enrollment

All enrollment numbers are up to date. The Massachusetts Department of Elementary and Secondary Education collects enrollment data in October, March and June.

Subcommittee Reports:

None.

V.

Matters for Action:

1. Approval of CHAPS, Inc. Partnership Contract:

Dr. Fortuna shared with the Committee that the last step to make the partnership with CHAPS official was for the Committee to vote to approve the contract with CHAPS, Inc.

Discussion ensued.

Dr. Fortuna recommended approval of the CHAPS, Inc. partnership contract.

A motion to approve the partnership contract with CHAPS, Inc. was made by Ms. Hay and seconded by Mr. Luoto. On a vote of 4-0-1, with Ms. Hallsworth abstaining, the motion passed.

Committee member George Luoto thanked Dr. Fortuna for her efforts and that this is a win-win for the District.

2. Pre-Approval of Hudson High School Overnight Field Trip to Sao Tome and Principe, West Africa in February, 2017

Hudson High School World Language Teacher Anibal Serra and World Language and ELL Family Outreach Coordinator, Ana Pimentel, introduced to Committee members plans for a new trip for Hudson High School students to Sao Tome and Principe in West Africa.

Mr. Serra shared highlights of the trip where the students will travel, activities they will be participating in and areas of interest for the students.

Committee members thanked Mr. Serra and Ms. Pimentel for arranging such a wonderful experience for the students.

Dr. Fortuna recommended pre-approval of Hudson High School overnight field trip to Sao Tome and Principe, West Africa in February, 2017.

A motion to pre-approve the Hudson High School overnight field trip to Sao Tome and Principe, West Africa in February, 2017 was made by Mr. Luoto and seconded by Ms. Tousignant Dufour. On a vote of 5-0, the motion passed.

VI. Matters for Discussion:

1. Update on Full-Day Kindergarten Registration – Dr. Jodi Fortuna

Dr. Fortuna updated the Committee on Kindergarten registration, kindergarten cost projection based on FY16 data, parent poll results, and introduced two proposals:

Universal Full-Day K Option A

		Farley 2016-2017	
		Current	Proposed
K		89	89
FTE		4 (+.5)	5 (PK & J)
			1.5 Fte
Avg Class size		22-23	17-18
1		96	96
FTE		5	5
Avg Class size		19-20	19-20
2		82	82
FTE		6	5
Avg Class size		13-14	16-17 (1) FTE
3		111	111
FTE		5	5
Avg Class size		22-23	22-23
4		111	111
FTE		5	5
Avg Class size		22-23	22-23

		Forest 2016-2017	
		Current	Proposed
K		60	60
FTE		2	3 (PK)
			1 FTE
Avg Class size		30	20
1		71	71
FTE		3	41 FTE
Avg Class size		23-24	17-18
2		64	64
FTE		3	3
Avg Class size		21-22	21-22
3		66	66
FTE		3	3
Avg Class size		22	22
4		62	62
FTE		4	3 (1 FTE)
Avg Class size		15-16	20-21

		Mulready 2016-2017	
		Current	Proposed
K		33	33
FTE		2	2
Avg Class size		16-17	16-17
1		61	61
FTE		3	3
Avg Class size		20-21	20-21
2		44	44
FTE		3	2 (1 FTE)
Avg Class size		14-15	22
3		66	66
FTE		3	3
Avg Class size		22	22
4		56	56
FTE		3	3
Avg Class size		18-19	18-19

Approved

This plan, Universal Full day without a half day option would require an additional .5 FTE hire.

Budget Implications Option A

Funding Plan A-Universal Full Day no 1/2 day option

Description	LOC	FTE	Amount	
One elementary tch		(1.00)	(50,000.00)	
Loss of K tuition			166,510.00	
Reduce one para PK		(1.00)	(21,000.00)	
Loss of PK tuition			91,853.00	
Tuition from FAR/MUL			(20,000.00)	
Unspecified Savings			(50,000.00)	
Teach enrollment*			(63,471.00)	53,892.00

Universal Full-Day K with Half-Day Choice - Option B

This plan, Universal Full-Day K with a half day option would require an additional 1.5 FTE hire.

Farley 2016-2017		
	Current	Proposed
K	89	79
FTE	4 (+.5)	5 (PK & J) 1.5 Fte
Avg Class size	22-23	15-16
1	96	96
FTE	5	5
Avg Class size	19-20	19-20
2	82	82
FTE	6	5
Avg Class size	13-14	16-17 (1) FTE
3	111	111
FTE	5	5
Avg Class size	22-23	22-23
4	111	111
FTE	5	5
Avg Class size	22-23	22-23

Forest 2016-2017		
	Current	Proposed
K	60	53
FTE	2	3.1 FTE (PK)
Avg Class size	30	17-18
1	71	71
FTE	3	4.1 FTE
Avg Class size	23-24	17-18
2	64	64
FTE	3	3
Avg Class size	21-22	21-22
3	66	66
FTE	3	3
Avg Class size	22	22
4	62	62
FTE	4	3
Avg Class size	15-16	20-21

Mulready 2016-2017		
	Current	Proposed
K	33	26
FTE	2	2
Avg Class size	16-17	13-14
1	61	61
FTE	3	3
Avg Class size	20-21	20-21
2	44	44
FTE	3	2 (1 FTE)
Avg Class size	14-15	22
3	66	66
FTE	3	3
Avg Class size	22	22
4	56	56
FTE	3	3
Avg Class size	18-19	18-19

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Funding Plan B-Universal Full Day with 1/2 day option

Description	LOC	FTE	Amount
One elementary tch		(1.00)	(50,000.00)
Loss of K tuition			166,510.00
Reduce one para PK	Transfer to Open Position	(1.00)	(21,000.00)
Loss of PK tuition			91,853.00
Tuition from FAR/MUL			(20,000.00)
Unspecified Savings			(50,000.00) \$ 117,363.00

Discussion ensued.

A motion to approve Universal Full-Day Kindergarten Option A was made by Mr. Luoto and seconded by Ms. Hallsworth. On a vote of 5-0, the motion passed.

Committee members thanked Dr. Fortuna for making universal full-day kindergarten possible in Hudson.

Reclassifications:

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

Items of Interest to the School Committee:

Mr. Luoto requested that a presentation on Dual Language Education be added to the May 24th School Committee agenda.

Mr. Luoto also mentioned that the Chamber of Commerce recognizes and presents awards to students. Mr. Luoto would like to see this opportunity promoted more to Hudson students.

Discussion ensued.

Approved

VI. Executive Session/Adjournment

At 8:25 p.m., Committee Chair, Jennifer O'Brien, noted that there was need for an Executive Session to discuss strategy with respect to preparation for contract negotiations with union personnel because 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 Ms. Hallsworth and seconded by Mr. Luoto.

Vote by roll call:

Ms. O'Brien – yes
Ms. Tousignant Dufour – yes
Mr. Luoto - yes
Ms. Hay – yes
Ms. Hallsworth – yes

Committee Chair Jennifer O'Brien announced that the Committee would enter Executive Session and not return to public session.

Respectfully submitted,

Elizabeth Hallsworth, Secretary
Hudson School Committee