

Approved

**Hudson School Committee
Open Session Minutes**

Meeting Date: December 15, 2015

Location: Hudson High School
69 Brigham Street

Members present: Jennifer O'Brien, Michele Tousignant Dufour, Brian Davis, George Luoto, Glenn Maston and Elizabeth Hallsworth

Members absent: Allyson Hay

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

I. Call the Meeting to Order – 7:05 p.m.

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

II. Approval of Minutes:

Regular Meeting – December 1, 2015: A motion to approve the minutes was made by Mr. Luoto and seconded by Mr. Maston. On a vote of 6-0, the motion passed.

III. Public Participation:

None.

IV. Reports:

Student Representative Report - Alicia Sagastume

Student Representative Alicia Sagastume updated the Committee on events going on at the High School, including a candy cane fundraiser, Community Counsel projects, morning announcement auditions, and spreading a better student attitude regarding World Language.

Ms. Sagastume will continue to update the Committee on future projects.

Superintendent's Report – Dr. Jodi Fortuna

Principals' Meeting

The Principals met with Dr. Fortuna and Director of Student Services, Cathy Kilcoyne for a training session regarding the new Restraint Regulations taking place on January 1, 2016.

Directors Meeting

The Curriculum Directors met to discuss the December 9th professional development and review the checklist that teachers are using to self-assess the high quality assessments as they develop them.

Finance and Operations

Budget

Committee members received a preamble to the budget book and will vote on the three line items, Personnel, General Expense and Transportation at the next scheduled School Committee meeting on Tuesday, December 15th.

Assessment Data Update

The preliminary District and School Accountability Data has been received by the District. The embargo on the data has been lifted and available for viewing under the School and District profiles pages on the DESE website.

Curriculum Review Task Force

The Curriculum Review Task Force held its second meeting on Thursday, December 3rd. The group revised the Arcadia Middle School Rubric to assess their work. The team is currently working on defining standards for high quality rubrics to assess student work and standards for high quality assessments.

High Expectations Teaching Task Force

The High Expectations Task Force held its second meeting on Monday, December 7th. The team spent a great deal of time uncovering the beliefs around teaching and learning, using John Hattie's work as a core text, and began a menu of items illustrative of high expectation teaching and learning.

Dr. Fortuna thanked the teachers and administrators who attended as the District begins this important work.

December 9th Professional Learning Day

Professional Learning Day was held on Wednesday, December 9th with a broad range of activities in each department and grade level.

Dr. Fortuna visited with the Wellness Department discussing their important role and the progress that they have made on the development of the K-12 curriculum and assessment, as well as K-4 teachers scoring their first interim math assessments, entering the data into spreadsheets, analyzing the data and planning their next steps for instruction.

Approved

Dr. Fortuna shared the day was an incredibly powerful example of where we are moving as a District.

Superintendent's School Visits

Forest Avenue School – Thursday, December 3rd

Superintendent's Items of Interest

Dr. Fortuna noted that this is the Committee's final meeting before the December break and took a moment to wish Committee members, their families and the entire Hudson community a wonderful holiday season.

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:

Ms. Tousignant-Dufour reported that the Secretarial Negotiations Team met and had a good meeting. The group will continue to update Committee members on updates.

Committee Chair, Jennifer O'Brien, noted that the agenda would be taken out of order with the Whitsons presentation first.

V. **Matters for Discussion:**

1. Whitsons Culinary Group Food Service Update – Drew Lauer

Drew Lauer, Director of School Nutrition, Scott Berry, District Manager, and Patty Lange, Executive Director of Finance and Operations, presented to the Committee an update on the Food Services Department for the current school year and comparison to previous years, highlighted the breakfast and lunch totals for each school, meals per labor hour, free and reduced lunch applications, an update on the High School snack bar, and some of the new ideas they are experimenting with to increase student interest, including a made-to-order burger station.

Discussion ensued.

Committee members thanked Mr. Lauer for all his hard work and efforts in improving the school breakfasts and lunches.

2. End of Year Report – Patty Lange:

Ms. Lange’s presentation to the Committee highlighted the FY15 net school spending, FY16 budgeted net school spending, and the comparison of selected data items reported in FY13 through FY15 which is based on information reported and audited by the State ensuring that all Districts record the information accurately and consistently in accordance to their guidelines.

Discussion ensued.

Committee members thanked Ms. Lange for her informative presentation.

3. Student Activities Account Update – Patty Lange

Ms. Lange presented to the Committee the Student Activities Audit Action Plan highlighting the audit report, the findings, recommendations and action to be taken at the Quinn Middle School and Hudson High School.

Discussion ensued.

Dr. Fortuna recommended approval of the changes to the Student Activity Checking Accounts at the Quinn Middle School and Hudson High School.

A motion to approve the increase in the maximum balance from \$7,000 to \$9,000 in the Student Activity Checking Account at the Quinn Middle School was made by Mr. Luoto and seconded by Mr. Davis. On a vote of 6-0, the motion passed.

A motion to approve the authorization for a \$75,000 maximum balance in the Student Activity Checking Account at Hudson High School was made by Mr. Luoto and seconded by Mr. Maston. On a vote of 6-0, the motion passed.

VI. **Matters for Action:**

Dr. Fortuna took a moment to publically thank the Lembo family for the donation of the color copying machine.

1. Approval of FY17 Budget:

Dr. Fortuna highlighted with Committee members some of the changes to this year’s budget book presentation, as done in previous years, to more closely align with the District Improvement Plans.

Discussion ensued.

Approved

Mr. Luoto thanked Dr. Fortuna for the excellent work on the budget book and stated that it was very well done and very impressive.

Ms. O'Brien also thanked Dr. Fortuna for all the very helpful information.

Dr. Fortuna recommended approval of the following FY17 Budget line items:

Personnel Line:

A motion to approve the FY17 School Budget Personnel line, as presented, in the amount of \$31,123,139 was made by Ms. Tousignant Dufour and seconded by Mr. Luoto. On a vote of 6-0, the motion passed.

General Expense Line:

A motion to approve the General Expense Budget, as presented, in the amount of \$7,791,295 was made by Ms. Tousignant Dufour and seconded by Mr. Maston. On a vote of 6-0, the motion passed.

Transportation Line:

A motion to approve the Transportation Budget, as presented, in the amount of \$2,124,850 was made by Ms. Tousignant Dufour and seconded by Mr. Luoto. On a vote of 5-1-0, with Mr. Davis opposing, the motion passed.

Mr. Davis suggested that the purchase of a van for athletic purposes would be something the District should look into.

Mr. Luoto agreed.

Discussion ensued.

2. Approval for Hudson High School Domestic Hot Water Heater Replacement

Dr. Fortuna noted that this contract is for the replacement of the Hudson High School hot water heater that was voted on for proprietary specifications by the Committee on September 21st. Since that time, the project was put out to bid and the bid goes to Performance Plumbing and Heating of Medway.

Dr. Fortuna recommended approval for the Hudson High School domestic hot water heater replacement.

A motion to approve the Hudson High School domestic hot water heater replacement in the amount of \$15,000.00 was made by Ms. Tousignant Dufour and seconded by Mr. Maston. On a vote of 6-0, the motion passed.

Approved

Reclassifications:

None.

Items of Interest to the School Committee:

Ms. O'Brien thanked the Mulready Home and School for the craft day that was held on Saturday, December 12th. It was a wonderful day, well attended and a great success.

Ms. Tousignant Dufour thanked the Performing Arts Department for all their hard work, especially this time of year.

VII. Executive Session/Adjournment:

At 8:45 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. Tousignant Dufour and seconded by Mr. Luoto.

Respectfully submitted,

Michele Tousignant Dufour, Secretary
Hudson School Committee