

Approved

**Hudson School Committee
Open Session Minutes**

Meeting Date: June 12, 2018

Location: Hudson High School
69 Brigham 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 – 7:05 p.m.

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

II. Approval of Minutes:

Regular Meeting: May 22, 2018

A motion to approve the minutes of May 22, 2018 was made by Mr. Luoto and seconded by Mr. Smith. On a vote of 7-0, the motion passed.

III. Public Participation:

Cheryl Langil, SEPAC-Hudson, addressed Committee members regarding the Memorandum of Agreement with CHAPS which is set to expire on June 30, 2018 and asked for an update.

Committee Chair, Glenn Maston, thanked Ms. Langil for her question and responded that he will look into that matter.

Community members voiced their concerns over the process of hiring and naming Kathy Provost as Assistant Superintendent, as well as the Strategic Budget Stabilization Plan and the concern for the continued cuts from the school budgets and services.

Committee Chair, Glenn Maston, shared that those concerns would be addressed later during the meeting.

Committee Chair, Glenn Maston, announced that the Agenda would be taken out of order.

Recognition of Retirees: Dr. Rodrigues and School Committee members presented retirees present with a Certificate and flowers, and congratulated all of the following retirees and thanked them for their years of service to the Hudson Public Schools:

Retirees:

Debra Cooper-Solomon
Sharon D'Amico
Cynthia DeArcangelis
Maria Garcia
Mary Hall
Theresa Herring
Shirley Kapopoulos
Barbara Keefe
Philip Marchegiani
Susan Menanson
Kathleen Murphy
Laura Olivo
Jill Stimpson

Darcia Constantine Award for Paraeducator Excellence:

Dr. Rodrigues congratulated Terry Herring as the recipient of the Darcia Constantine Award for Paraeducator Excellence. The 7th Annual Darcia Constantine Award for Paraeducator Excellence recognizes an individual who consistently demonstrates outstanding paraprofessional practices.

Years of Service Award:

Dr. Rodrigues congratulated and presented flowers to Nadine Barry for 30 years of service.

Recognition to Brian Reagan

Hudson High School Principal, Dr. Brian Reagan, was presented with a Certificate of Appreciation award for his years of service to Hudson Public Schools. Dr. Rodrigues wished him all the best in his new role as Assistant Superintendent of Wilmington Public Schools.

IV. Reports:

Report of the Superintendent

Dr. Rodrigues shared with the Committee the End-of-Year Report and a summary of the District's accomplishments and goals met during the past year and highlighted the following areas:

District Improvement Plan 2017-2018;
Reorganization of the District Leadership Team;
Curriculum and Instruction;
Professional Development;
School Safety and Wellness;
Finance and Operations;

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Communication;
District Strategy Development; and
Subcommittees

Discussion ensued.

Student Report

None.

Subcommittee Reports

Committee member, Steve Smith, shared that Policy Subcommittee had met. Ms. Hallsworth presented the School Committee Policy JICA *Dress Code* which was adopted from the MASC version, with additional language added to it and reads as follows:

“The responsibility for the dress and appearance of the students will rest with individual students and parents.

*They have the right to determine how the student will dress providing that attire is not destructive to school property, complies with requirements for health and safety, and does not cause disorder or disruption. The administration is authorized to take action, **with dignity and without shaming**, in instances where individual dress does not meet the stated requirements.*

This does not mean that student, faculty, or parent/guardian groups may not recommend appropriate dress for school or special occasions. It means that students will not be prevented from attending school or a school function, or otherwise be discriminated against, so long as their dress and appearance meet the requirements set forth above.”

The Policy and guidelines to be included in the Student/Parent Handbook will be posted on the District website for review and comment,

Discussion ensued.

VI. Matters for Discussion:

1. Update on the Hudson High School Principal Selection Process

Dr. Rodrigues shared that the Hudson High School Principal position has been posted. The District will hire an interim Principal for the next year and post the permanent position in 2019-2020.

There will be a focus group to capture stakeholders’ input in September – November, 2018. The external posting will take place in January-February of 2019, and the candidates’ screening and interviewing will take place in February-March, 2019. The top three candidates will have a second interview with the Superintendent’s Cabinet, and the final selection will be completed in April, 2019.

Approved

Discussion ensued.

2. Kathy Provost Named as Assistant Superintendent

Dr. Rodrigues shared that the position of Assistant Superintendent was posted internally in April. Ms. Provost was the only applicant. The interview panel was composed of Curriculum Directors and Coordinators, School Administrators, Human Resource Director and the Superintendent.

At the conclusion of the interview, the panel debriefed on the candidate's strengths, areas for growth and fit for the position. The interview panel unanimously voted to select Kathy Provost as the new Assistant Superintendent.

Discussion ensued.

3. Discussion of Subcommittee Assignments

Committee Chair, Glenn Maston, presented the list of Subcommittee member assignments based on the feedback from Committee members.

Discussion ensued.

4. First Reading of Proposed School Committee Policy ADF – Wellness Policy

Dr. Rodrigues shared that School Committee Policy ADF – *Wellness Policy* has been vetted through the Wellness Committee and Lee Waingortin and noted that the policy would be posted on the District website for the public to review, and that any issues or concerns raised would be discussed before the vote at the next scheduled School Committee meeting on July 31st.

Discussion ensued.

VII. **Matters for Action:**

1. Approval of Ratification of the Memorandum of Agreement with the Hudson Education Association

Dr. Rodrigues thanked the members of the Hudson Education Association for their collaboration in the Interest Based Bargaining process regarding the Memorandum of Agreement.

Committee member, Mr. Tracy, also thanked the members of the Hudson Education Association for the great work during the bargaining sessions.

A motion to approve the ratification of the Memorandum of Agreement with the Hudson Education Association was made by Mr. Tracy and seconded by Mr. Smith. On a vote of 7-0, the motion passed.

2. Approval of Food Services Management Contract with Chartwells

Dr. Rodrigues shared that the District has received the approved contract with Chartwells back from the State allowing the District to begin negotiations with Chartwells.

A motion to approve the Food Services Management Contract with Chartwells was made by Mr. Tracy and seconded by Mr. Smith. On a vote of 7-0, the motion passed.

3. Second Reading of and Approval of School Committee 'K' Policies

Dr. Rodrigues noted that the policies have been posted on the District website for the public to review and no feedback was received.

A motion to approve the adoptions and revisions to School Committee Policies Section 'K', as presented, was made by Mr. Smith and seconded by Ms. Hallsworth. On a vote of 7-0, the motion passed.

4. Approval of Hudson High School Medical Interpreter Course Offering

Dr. Rodrigues noted that the Hudson High School Medical Interpreter Course was approved by the School Committee in the spring and presented the Medical Interpreter Course description for Committee approval.

A motion to approve the Hudson High School Medical Interpreter Course description was made by Mr. Luoto and seconded by Ms. Hallsworth. On a vote of 7-0, the motion passed.

5. Approval of Hudson High School Overnight Trip to the UNESCO Conference for Young Scientists in January, 2019

Dr. Rodrigues recommended approval of the Hudson High School overnight trip to the UNESCO Conference for Young Scientist in January, 2019.

A motion to approve the Hudson High School Overnight Trip to the UNESCO Conference for Young Scientists in January, 2019 was made by Mr. Luoto and seconded by Mr. Tracy. On a vote of 7-0, the motion passed.

6. Approval of Student Activities Funds and Student Clubs

Dr. Rodrigues recommended approval of the Hudson High School and Quinn Middle School Active Student Activities Fund.

A motion to authorize the list of active accounts for Quinn Middle School, as presented, for the 2018-2019 school year was made by Mr. Smith and seconded by Ms. Hallsworth. On a vote of 7-0, the motion passed.

Approved

A motion to authorize a \$9,000.00 maximum balance in the Student Activity Checking Account at the Quinn Middle School for the 2018-2019 school year was made by Mr. Smith and seconded by Mr. Luoto. On a vote of 7-0, the motion passed.

A motion to authorize the list of active accounts for Hudson High School, as presented, for the 2018-2019 school year was made by Mr. Tracy and seconded by Mr. Smith. On a vote of 7-0, the motion passed.

A motion to authorize a \$75,000.00 maximum balance in the Student Activity Checking Account at Hudson High School for the 2018-2019 school year was made by Mr. Luoto and seconded by Mr. Smith. On a vote of 7-0, the motion passed.

7. Approval of District Improvement Plan

Dr. Rodrigues presented the District Improvement Plan and highlighted the work done on:

Document Review:

- Mission
- Vision
- Theory of action
- Values and beliefs

Data and Entry Findings Analysis:

- Student achievement data
- Entry findings

Strategic Objectives and Initiatives:

5. Develop objectives and initiatives
6. Professional development
7. Implementation and monitoring

Outcomes:

- Develop goals
- Performance benchmarks

Final Products:

- District Improvement Plan
- School Committee Goals

Discussion ensued.

A motion to approve the District Improvement Plan, as presented, was made by Mr. Luoto and seconded by Mr. Smith. On a vote of 7-0, the motion passed.

Discussion ensued.

Approved

8. Approval of Strategic Budget Stabilization Plan

Dr. Rodrigues presented the Strategic Budget Stabilization Plan to close the financial gap that exists today in the FY19 budget and beyond.

Dr. Rodrigues highlighted the following:

Budget Stabilization Plan Goals;
Revenue Sources;
Areas of Future Budget Watch;
Special Education Stabilization Fund; and
Classroom Teacher Allocation Parameters

Dr. Rodrigues again encouraged community members to contact him directly with any questions or concerns they have regarding the budget and the budget process.

Discussed ensued.

A motion to approve the Strategic Budget Stabilization Plan, as presented, was made by Mr. Luoto and seconded by Mr. Tracy. On a vote of 7-0, the motion passed.

Discussion ensued.

Mr. Smith presented the following budget item adjustments for vote :

A motion to approve the recommended FY19 School Budget personnel line of \$32,053,842.78 was made by Mr. Smith and seconded by Mr. Luoto. On a vote of 7-0, the motion passed.

A motion to approve the recommended FY19 School Budget general expense line of \$7,773,728.71 was made by Mr. Smith and seconded by Mr. Luoto. On a vote of 7-0, the motion passed.

A motion to approve the recommended FY19 School Budget transportation line of \$2,084,000.00 was made by Mr. Smith and seconded by Mr. Tracy. On a vote of 7-0, the motion passed.

9. Approval of Superintendent's Evaluation

Committee Chair, Glenn Maston, presented the 2017-2018 End-of-Cycle Summative Evaluation Report of Dr. Rodrigues as follows:

Step 1: Assess Progress Toward Goals:
Professional Practice –Met
Student Learning Goal - Met
District Improvement Goals – Met

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Step 2: Assess Performance on Standards:
Standard I: Instructional Leadership - Proficient
Standard II: Management and Operations – Proficient
Standard III: Family and Community Engagement – Proficient
Standard IV: Professional Culture - Proficient

Step 3: Rate Overall Summative Performance – Proficient

Superintendent’s Performance Goals:
Professional Practice –Met
Student Learning - Met
District Improvement – Met

Superintendent’s Performance Rating for Standard I: Instructional Learning:
1-A: Curriculum - Proficient
1-B: Instruction – Proficient
1-C: Assessment – Proficient
1-D: Evaluation - Proficient
1-E: Data-Informed Decision Making - Proficient

Superintendent’s Performance Rating for Standard II: Management and Operations
II-A: Environment - Proficient
II-B: Human Resources Management and Development – Proficient
II-C: Scheduling and Management Information Systems – Proficient
II-D: Law, Ethics and Policies - Proficient
II-E: Fiscal Systems - Proficient

Superintendent’s Performance Rating for Standard III: Family and Community
III-A: Engagement - Proficient
III-B: Sharing Responsibility – Proficient
III-C: Communication – Proficient
III-D: Family Concerns- Proficient

Superintendent’s Performance Rating for Standard IV: Professional Culture
IV-A: Commitment to High Standards - Proficient
IV-B: Culture Proficiency – Proficient
IV-C: Communication: – Proficient
IV:D Continuous Learning - Proficient
IV-E: Shared Vision - Proficient
IV-F: Managing Conflict - Proficient

Discussion ensued.

A motion to approve the adoption of the 2017-2018 End-of-Cycle Summative Evaluation Report, as presented, was made by Mr. Tracy and seconded by Ms. Hallsworth. On a vote of 7-0, the motion passed.

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Committee members thanked Dr. Rodrigues for his hard work this past year and look forward to the coming year.

10. Approval of Grants Awarded

Mr. Maston presented the following grants received for approval:

- Thomas M. Hamilton Memorial Scholarship Grant in the amount of \$100,000.00

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

- Robert Lloyd Corkin Charitable Foundation Grant in the amount of \$5,000.00

A motion to approve grant No. 2 awarded to the District, as presented, was made by Mr. Tracy and seconded by Mr. Luoto. On a vote of 7-0, the motion passed.

- Avidia Bank for Hudson High School Reality Fair Scholarship in the amount of \$500.00

A motion to approve grant No. 3 awarded to the District, as presented, was made by Mr. Smith and seconded by Mr. Luoto. On a vote of 7-0, the motion passed.

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. Tracy and seconded by Mr. Smith. On a vote of 7-0, the motion passed.

A motion to approve the reclassification of funds No. 3, as presented, was made by Ms. Hallsworth and seconded by Mr. Tracy. On a vote of 7-0, the motion passed.

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

Items of Interest to the School Committee:

Mr. Luoto inquired about the CHAPS contract.

Dr. Rodrigues shared that the Memorandum of Agreement that the District has with CHAPS and Hubert School expires on June 30th. Dr. Rodrigues has been working with Mr. Freitas. To date, some modifications have been made, and they continue to work together to finalize a new contract.

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VIII Executive Session/Adjournment

At 9:15 p.m., Committee Chair, Glenn Maston, noted that Executive Session was needed for the following reason:

1. To conduct contract negotiations with union personnel (Hudson Paraeducators Association and Hudson Cafeteria Workers Association), 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

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