

Approved

**Hudson School Committee
Open Session Minutes**

Meeting Date: February 27, 2018

Location: Administration Building
155 Apsley Street

Members present: Michele Tousignant Dufour, Allyson Hay, Glenn Maston, Elizabeth Hallsworth, Steven Smith and Adam Tracy

Members absent: George Luoto
Ben Carne, Student Representative

Others present: Dr. Marco C. Rodrigues, Superintendent
Julia M. Pisegna, Recording Secretary

I. Call the Meeting to Order – 7:02 p.m.

The meeting was called to order by Committee Chair, Michele Tousignant Dufour.

Approval of Minutes:

Regular Meeting: February 6, 2018

A motion to approve the minutes of February 6, 2018 was made by Mr. Tracy and seconded by Mr. Maston. On a vote of 6-0, the motion passed.

Public Participation:

None.

Reports:

Report of the Superintendent

Assistant Superintendent for Curriculum, Instruction and Professional Learning, Kathy Provost, presented to the Committee the Professional Development Plan for the District for the 2017-2018 school year and highlighted the following:

The Professional Development Advisory Council, comprised of teachers, instructional coaches, resource nurse, directors, secretary, principal and assistant principal, was developed to support and enhance professional development services and programs, identify and prioritize areas of need by work discipline and develop a cohesive Instructional Leadership Team at each school to monitor and support teaching and learning process.

The Committee focused on the development of Professional Development for all staff members to support high quality teaching and learning across content areas and work discipline.

Approved

Ms. Provost noted that the feedback to date has been very positive and that staff are really enjoying the new professional development programs and are utilizing them in their classrooms.

Discussion ensued.

Committee members thanked Ms. Provost for her presentation and look forward to future updates.

Student Report

None.

Subcommittee Reports

None.

Matters for Discussion:

1. Food Service Update:

Executive Director of Finance and Operations, Patty Lange, presented to the Committee concerns with the current food service program and focused on the following:

- Annual losses in the revolving fund;
- Food quality needs to be improved;
- Program lacks excitement and innovation;
- Participation rate is not on par with like districts; and
- Catering sales are down

The Food Service Committee met and worked with Consultant, April Lasky, to evaluate the self-op model. Ms. Lasky visited the cafeterias, analyzed the financial records and created a financial model for self-op.

Ms. Lange communicated with the Business Directors at the Franklin Public Schools and Hopkington Public Schools who also have a current Whitson's contract and considering the self-op option, and Ashburnham-Westminster who currently use Chartwell's Food Service.

Ms. Lange shared the two options for the District: 1) implement the self-op model and 2) contract with a different food service vendor, and presented the pros and cons of each option.

Dr. Rodrigues recommended an RFP be issued and to contract with a new food service vendor.

Discussion ensued.

2. Discussion of School Safety

Dr. Rodrigues shared that the safety and well-being of our students and staff is a priority for the District, and that the District evaluates systems of support on a regular basis to ensure that the protocols and practices in the buildings continue to be effective and current.

A committee composed of District and school administrators, public safety personnel, and supporting organizations was created in September, 2017 to systematically evaluate the District's capacity to effectively respond to emergency drills and evacuations, lockdown protocols, response to environmental issues, storage and handling of chemicals in science labs and more.

The Committee has prioritized the work and continues to review new training modules for the ALICE (alert, lockdown, inform, counter, evacuate) protocol. The ALICE protocol was designed to provide preparation and a plan for individuals and organizations to proactively handle the threat of an aggressive intruder or active shooter event. The District adopted the ALICE protocol in 2014 and training was provided to school personnel. The District's two School Resource Officers are ALICE trainers and have been instrumental in the process.

In addition to the ALICE protocol, the District has in place the following security features:

- All teachers and administrators have key FOBs to access locked building entry points;
- All exterior doors are lockable; most have FOB access for convenient outdoor activity;
- All front entrances have cameras and access control to "buzz" people in during school hours; and
- All cameras are connected to video recorders.

Committee Chair, Michele Tousignant Dufour, announced that Dr. Rodrigues will be hosting a Listening Session on Monday, March 5th at 7:00 p.m. at the Quinn Middle School and encouraged all to attend.

3. Discussion of Project Lead the Way:

Dr. Rodrigues announced that the Hudson Public Schools received grants, totaling \$87,000, to offer high-quality science, technology, engineering and math (STEM) programs from Project Lead the Way. Project Lead the Way is a non-profit organization that provides a transformative learning experience for K-12 students and teachers through pathways in computer science, engineering and biomedical science, and noted that more than 10,500 schools across the country offer PLTW programs to millions of students.

The Hudson Public Schools will use grant funds to start new Project Lead the Way programs in grades K-12, and will include the following:

- Project Lead the Way Launch (K-4);
- Project Lead the Way Gateway to Technology Computer Science (Grade 8); and
- Project Lead the Way Biomedical Science (Grades 9-12)

Discussion ensued.

4. Discussion of School Calendar 2018-2019

Dr. Rodrigues presented to the Committee the proposed draft school calendar for 2018-2019 and noted the following items:

- The calendar does not include the MCAS testing schedules because the Statewide Testing Schedule for 2018-2019 has not been released;
- The staff returns on Monday, August 27th;
- Students return on Tuesday, August 28th;
- The Wednesday prior to the Thanksgiving holiday is a non-school day instead of a half-school day; and
- There is a half-school day in the month of April.

Discussion ensued.

Dr. Rodrigues noted that approval of the 2018-2019 school calendar will be tabled for vote at the next scheduled School Committee meeting on March 13th, 2018.

Matters for Action:

1. Approval of the 2018-2019 School Committee Meeting Calendar

Dr. Rodrigues recommended approval of the 2018-2019 School Committee meeting schedule.

A motion to approve the 2018-2019 School Committee meeting schedule was made by Ms. Tousignant Dufour and seconded by Mr. Smith. On a vote of 5-0-1, with Ms. Hay abstaining, the motion passed.

2. Approval of Hudson High School Trip to the All-State Music Festival in Boston, March 1-3, 2018

Dr. Rodrigues recommended approval of the Hudson High School Trip to the All-State Music Festival in Boston, March 1-3, 2018.

A motion to approve the Hudson High School trip to the All-State Music Festival in Boston, March 1-3, 2018, as presented, was made by Ms. Tousignant Dufour and seconded by Mr. Maston. On a vote of 6-0, the motion passed.

3. Approval of Hudson High School Overnight Trip for the Hudson High School Baseball Team to Attend the Spring Mashpee Baseball Scrimmage in Falmouth, Massachusetts March 29th-March 31st, 2018

Dr. Rodrigues recommended approval of the Hudson High School overnight trip for the Hudson High School Baseball Team to attend the Spring Mashpee Baseball Scrimmage in Falmouth, Massachusetts March 29th-March 31st, 2018.

Approved

A motion to approve the Hudson High School overnight trip for the Hudson High School Baseball Team to attend the Spring Mashpee Baseball Scrimmage in Falmouth, Massachusetts March 29th - March 31st, 2018, as presented, was made by Ms. Tousignant Dufour and seconded by Mr. Tracy. On a vote of 6-0, the motion passed.

4. Approval of Contract with Neopost in the Amount of \$10,557.96 for a 36-Month Lease for the Mail Machine

Dr. Rodrigues recommended approval of the contract with Neopost in the amount of \$10,557.96 for a 36-Month lease for the mail machine.

A motion to approve the contract with Neopost in the amount of \$10,557.96 for a 36-month lease for the mail machine, as presented, was made by Ms. Tousignant Dufour and seconded by Ms. Hay. On a vote of 6-0, the motion passed.

Reclassifications:

A motion to approve the reclassifications of funds No. 1, as presented, was made by Ms. Tousignant Dufour and seconded by Mr. Maston. On a vote of 6-0, the motion passed.

A motion to approve the reclassifications of funds No. 2, as presented, was made by Ms. Tousignant Dufour and seconded by Ms. Hallsworth. On a vote of 6-0, the motion passed.

A motion to approve the reclassifications of funds No. 3, as presented, was made by Ms. Tousignant Dufour and seconded by Mr. Smith. On a vote of 6-0, the motion passed.

Items of Interest to the School Committee:

None.

Executive Session/Adjournment

At 8:38 p.m., Committee Chair, Michele Tousignant Dufour, noted that Executive Session was needed for the following reason:

1. To conduct contract negotiations with union personnel (Hudson Education Association, Hudson Paraeducators Association and Hudson Cafeteria Workers Association) 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. Tousignant Dufour and seconded by Ms. Hallsworth.

Vote by roll call:

Ms. Tousignant Dufour – yes
Ms. Hay – yes
Mr. Maston – yes

Approved

Ms. Hallsworth - yes

Mr. Smith – yes

Mr. Tracy - yes

Committee Chair, Michele Tousignant Dufour, announced that the Committee would enter Executive Session and not return to public session.

Respectfully submitted,

Elizabeth Hallsworth, Secretary
Hudson School Committee