

Approved

**Hudson School Committee
Open Session Minutes**

Meeting Date: December 5, 2017

Location: Administration Building
155 Apsley Street

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

Members absent: Julia M. Pisegna, Recording Secretary

Others present: Dr. Marco C. Rodrigues, Superintendent
Ben Carne, Student Representative

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

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

Approval of Minutes:

Regular Meeting: November 14, 2017

A motion to approve the minutes of November 14, 2017 was made by Mr. Luoto and seconded by Mr. Maston. On a vote of 7-0, the motion passed.

Public Participation:

None.

Reports:

Report of the Superintendent

Entry Plan

Dr. Rodrigues presented an update on his Entry Plan. To date, he has completed all Listening Sessions with staff and parents and a Listening Session for Portuguese-speaking parents. Dr. Rodrigues continues to conduct classroom observations with Principals, as well as attendance at Principal's meeting to observe them with their staff in all schools.

Due to the budget presentation scheduled for the January 9th School Committee meeting, Dr. Rodrigues will present the Entry Findings to the School Committee on January 23rd.

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Substitute Recruiting Efforts

Cindy Fensin, Director of Human Resources, discussed the efforts the District has undertaken to recruit substitute teachers.

Ms. Fensin reported that the District currently has 55 active substitutes. The District has posted help wanted advertisement flyers in the Hudson Library, Hudson Town Hall and various establishments across Town, as well as emails and newsletters to parents and across social media.

The results after two weeks of recruiting efforts included:

Twenty applications were received and 12 applicants were forwarded on to the Superintendent for approval.

Discussion ensued.

Aspen and 1:1 Technology

Director of Technology, Ellen Shuck, updated the Committee on Aspen and 1:1 Technology and highlighted the following:

67% of parent logging into their family portal accounts;
Four parent help sessions have been held;
Over 200 internet inquires have been answered;
Spanish, Portuguese report cards have been translated with Aspen;
Chinese language translation continues to progress;
Parent help-sessions were held; and
Scheduling will begin soon for Quinn Middle School and Hudson High School

Discussion ensued.

The Technology Task Force Committee has held two meetings and begun work on creating goals, as well as a three-year plan for staff, students and the community.

Technology half-day of professional development is scheduled for December 6th.

Discussion ensued.

Student Report

Student Representative, Ben Carne, provided an update for Committee members:

1. High School Update:

- Hudson High School winter sports have begun; and
- The annual improv troupe began rehearsals. Official performances will be held in January.

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2. **Community Council Update:** Mr. Carme shared that Community Council has been hard at work planning the new year and mapping out goals, including:

- Feminine products
- Water fountains
- Holiday Coalition
- Stress
 - A task force has been created.

Subcommittee Reports

None.

Matters for Discussion:

1. Discussion of Policy Revision Process Disclaimer:

Dr. Rodrigues presented to the Committee a Policy Disclaimer and shared that as the District reviews and revises the Policy Manual in a sequential manner, beginning with Section A: *Foundations and Basic Commitments* and proceed through Section L, and considering that policies under a particular section interconnect with other sections and these policies may be reviewed and potentially updated at a later date, the Administration advises the School Committee to consider, and to approve, the following disclaimer to be posted on the District's website for the duration of the Policy Manual review process:

“Disclaimer

Please be advised that the Hudson Public Schools is in the process of evaluating and potentially revising its current written policies presently located on this website. Any newly adopted policy will reflect that it is a new policy and its date of adoption by the School Committee. Wherever inconsistencies arise, conflicts will be resolved in accordance with current policies unless legally required to do otherwise.”

Discussion ensued.

A motion to approve the Policy Disclaimer, as presented, was made by Ms. Tousignant Dufour and seconded by Mr. Smith. On a vote of 7-0, the motion passed.

2. Reading of Proposed Adoptions and Revisions of School Committee Policies Section ‘A’:

Committee Chair, Ms. Tousignant Dufour, instructed members that first public reading of the proposed adoptions and reviews to Section A Policies was done at the Policy Subcommittee meeting and that this meeting would be considered the second reading, and that the Committee will vote on these adoptions and revisions at the School Committee meeting on January 9th.

Discussion ensued.

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After discussion, Committee Chair, Ms. Tousignant Dufour, noted for the record that this evening would be considered the second reading and that the policies 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 on January 9th.

Dr. Rodrigues shared the process undertaken to compare the District's current policies with the MASC policies currently in place and evaluated the District needs for adoptions and revisions of these policies and outdated policies.

Dr. Rodrigues also noted that the Wellness Policy continues to be worked on in Policy Subcommittee and will be presented to the full Committee at a future date.

Discussion ensued.

3: Reading of Proposed School Committee Policy *Substance Use Prevention and Education Policy*

Dr. Rodrigues introduced this as a new policy for the District that exemplifies substance use prevention and education for Hudson.

Committee Chair, Michele Tousignant Dufour, noted that this new *Substance Use Prevention and Education Policy* would also be posted to the District website for review and welcomes any comments or feedback from the public.

4. Discussion of Building Envelope Study

Len Belli, Director of Facilities, presented the findings of the Envelope Study for the Administration Building located at 155 Apsley Street.

At this time, emergency repairs to the chimney and roof work are being completed. In addition, the following cost are needed:

General repairs	\$1,151,500
<u>ADA Compliance</u>	<u>\$3,298,128</u>
Total:	\$4,449,628

Mr. Belli noted that the estimated value of the building is \$1,435,213.

Mr. Belli recommended that we find an alternative to 155 Apsley Street. This item will be discussed with the Board of Selectmen. At this time, only repairs necessary will be completed until a solution is found.

Discussion ensued.

5. Discussion of Massachusetts Superintendents Trip to Lisbon, Portugal in April, 2018

Dr. Rodrigues has been selected to participate in a Massachusetts Superintendent's program to explore partnerships and student exchange programs in an opportunity to deepen knowledge and understanding

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of the Portuguese speaking communities in order to better serve the many children of Portuguese descent in the public schools.

A motion to approve Dr. Rodrigues' participation in the Massachusetts Superintendent's trip to Lisbon, Portugal in April of 2018, as presented, was made by Ms. Hallsworth and seconded by Ms. Tousignant Dufour. On a vote of 7-0, the motion passed.

Matters for Action:

Reclassifications:

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

Items of Interest to the School Committee:

Ms. Tousignant Dufour thanked the teachers and coordinators for all the wonderful holiday performances going on this time of year.

Executive Session/Adjournment

At 8:13 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. Hay.

Vote by roll call:

Ms. Tousignant Dufour – yes
Ms. Hay – yes
Mr. Luoto – yes
Mr. Maston – yes
Ms. Hallsworth - yes
Mr. Smith – yes
Mr. Tracy – yes

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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