

Approved

**Hudson School Committee
Open Session Minutes**

Meeting Date: May 14, 2019

Location: 155 Aspley Street

Members present: Glenn Maston, Steven Smith, Adam Tracy, Nina Ryan, Matthew McDowell,
and Michele Tousignant Dufour

Members absent:

Others present: Dr. Marco C. Rodrigues, Superintendent
Annamarie O'Donnell, Recording Secretary
Rebecca Weksner

I. Call the Meeting to Order: 7:00 p.m.

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

II. Approval of Minutes:

Regular Meeting: April 23, 2019

A motion to approve the minutes of April 23, 2019 was made by Ms. Tousignant Dufour and seconded by Mr. Tracy. On a vote of 6-0, the motion passed.

Chairman Maston welcomed Rebecca Weksner, elected to the committee at the recent town election. He explained that until she is sworn in, she will not be able to vote. Additionally, he explained that according to town by-laws, the committee is to be reorganized and officers reset after a town election. He asked if the committee would be amenable to doing this at the June 11 meeting. A motion to reset the officers at the June 11 meeting was made by Ms. Tousignant Dufour and seconded by Ms. Ryan. On a vote of 6-0, the motion passed.

III. Public Participation:

Ms. Beth Langlois, parent of Forest Avenue students, stated she had attended the open house for incoming fifth grade parents at Quinn Middle School and the new schedule looks wonderful and she is very excited about it. She also asked about the new positions in the budget and when they would be posted. Dr. Rodrigues stated that we are currently in the process of posting all new positions in the budget for next year.

IV. Reports and Presentations

Report of the Superintendent: Student Support Services

Dr. Rodrigues welcomed Dr. Weksner.

He shared the following background on Student Support Services:

- Walker Partnerships report, a district-wide special education program evaluation was conducted in the winter of 2016.
- The committee received updates in September 2017 in the report of the superintendent and in January 2018 in the Superintendent Entry Findings Report, which had a number of similarities to the Walker Report findings.

- In May 2018, a new District Improvement Plan was introduced as the road map for the next three-five years which has the following four main objectives:
 - High Quality Instructional Practices
 - Educating the whole child
 - Innovative Educational Practices
 - Climate and Culture

He went on to say that if you were to do a cross walk with these objectives to the reports identified earlier there are many similarities in path. Additionally, last year the Multi-Tiered Systems of Support framework was created. This important document creates a baseline to start to develop systems and create programs and services.

One of the recurring themes in the Walker report was a need to institutionalize the process and provide professional development to the personnel. The Professional Development Plan and Council was developed. This year, the summer leadership institute will create year two of the action steps for the District Improvement Plan. The District Improvement Plan is now our true compass.

Ms. Cathy Kilcoyne outlined the special education population by school from the March 1 SIMS data, and provided the following update to the committee on the programs and services the district has been developing and expanding.

- The Therapeutic Stabilization Program at Forest Avenue (formerly at Farley) currently has five students. This general education program provides short term instruction to better integrate students into the general education classroom.
- The Therapeutic Social-Emotional Program known as SEA (Supporting Social Emotional and Academic learning) at Farley Elementary School is a special education program for students with social emotional disabilities in grades 2-4. Currently there are five students in this program.
- The Bridge Program at Hudson High School was redesigned last year. This program is for students struggling with mental health issues and social emotional challenges. This program has two tracks. One track provides for students who need stabilization following or preventing a hospitalization. The other track provides for students with IEPs who require academic support. This program currently has about fifteen students. BRYT (Bridge for Resilient Youth in Transition) has come in to do program evaluation for us. The district is currently receiving this report.
- The Child Development Program at Mulready Elementary School is for students with autism or other significant developmental disabilities. Students receive instruction in academics, daily living skills, language skills, and social skills. These services are delivered in both inclusion and substantially separate settings. Currently, there are twenty four students in this program.
- Language based services are currently at both Farley Elementary School and Quinn

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Middle School. Next year, these services are expanding to grade 7 at Quinn Middle School. This program supports students that have difficulty processing oral and written language. Landmark Consulting is the agency working with us, providing consultation and coaching with the Special Education department. Currently there are five students at Farley and six students at Quinn Middle School in this program.

Ms. Kilcoyne presented the cost avoidance associated with each of these programs.

Ms. Kilcoyne spoke about the DESE Improving Student Access to Behavior and Mental Health Services grant awarded to the district. This grant is for the end of FY19 and continues into FY20. The priorities of the grant are:

- Contracting with licensed community providers
- Improving coordination with community based services and providers
- Increasing opportunities for related professional development for school staff

The district has partnered with Wayside for this grant. Wayside will hire two clinicians to work with our five schools. One clinician will work at the elementary schools and one will work at Quinn Middle School and Hudson High School. Currently, we are working to develop protocols and reaching out to community groups to begin services in the summer months. Next year, the clinicians will begin services at all schools. Some of their activities will include attending team meetings, principal advisory council, counseling, consulting with teachers, observing students, providing parent support and training, and identifying resources for families and students. The clinicians will work forty hours per week and will be able to flex their hours to provide services after school for students and families.

Discussion ensued about how long this grant is for. Ms. Kilcoyne stated that the grant is only for one year. We will be working on determining billable hours and the mechanism for working with insurance and billing.

Ms. Kilcoyne spoke about the Multi- Tiered Systems of Support (MTSS). Each of the related services area completed a MTSS plan for their area. The Speech and Language Pathologists (SLP) created plans for articulation and fluency, the Occupational Therapists (OT) identified handwriting in kindergarten for their area of MTSS, and the Physical Therapists identified gross motor skills for preschool.

Ms. Kilcoyne also informed the committee that an administrator coordinates every IEP meeting.

Mr. Smith asked how we are measuring the effectiveness of these programs. Ms. Kilcoyne explained that some of the measurements include students' IEP goals and transitions out of programs.

Discussion ensued about MTSS and how it will be utilized. Dr. Rodrigues stated the way the framework is utilized depends on the situation and the need. One priority of the District Improvement plan is the development of the MTSS. Part of this process is for schools to take a self-assessment and then assess how ready the school is to meet the components of

the framework. This was completed with the Social Emotional Learning area as part of a grant. This summer, the leadership institute will close the loop on the MTSS piece. There is one assessment that needs to be completed by the principals. Next year, each school will have a logic model completed on the basis of the self assessment.

Subcommittee Reports

Budget Subcommittee

none

Policy Subcommittee

Mr. Smith stated that this subcommittee had met earlier that evening and there will be policies for review at the next meeting.

Strategic Goals Subcommittee

Mr. Tracy stated that this subcommittee had met and had an initial conversation around school start times, in particular the High School start times. This was a kickoff meeting to talk about the approach to start the process. The committee is in the information gathering stage and will gather information from other districts that have successfully done this. In the near future, the subcommittee will establish a plan to get to a benchmark stage. Mr. Maston clarified that it has not been decided to change start times. Currently, the committee is gathering information to decide if it is right for the district.

Superintendent's Evaluation Subcommittee

Mr. Maston stated that this subcommittee had met last week and began the process to conduct Dr. Rodrigues' annual evaluation. Information has been sent to the full committee and feedback is due back by next Friday. Mr. Maston will work with the subcommittee to prepare the aggregate summative evaluation. The expectation is to present to the public at the June 11 School Committee meeting.

Other:

Student Report

None

V. **Matters for Discussion:**

- a) Old Business
- b) New Business

1. English Learner Student Presentation

Ms. Carlene Ryan introduced 3 Quinn Middle School students who are current and former English Learners. Louise Heinrichs, Issac Gomes, and Amanda Castro shared their personal narratives about their experiences as English Learners in an American School. The committee shared how impressed they were and thanked the students for presenting to them.

2. Discussion of Quinn Middle School Master Schedule

Ms. Kathleen Provost, Mr. Jason Webster, and Mr. Matt Gaffny presented the Quinn Middle School Master Schedule.

Ms. Provost gave background on the process used for the development of the new schedule. The schedule was the focus of parent forums, listening sessions with staff at Quinn Middle School, and small group work with

staff. Twenty two priorities emerged, the committee looked at those priorities and ranked them. The committee went back out to grade level teams gathered more information. After a schedule was developed, feedback was gathered and adjustments were made. The curriculum directors spent about twelve hours looking at the schedule and provided feedback. The list of priorities was sent out to parents in a survey and parents were asked to rank the related arts. Two versions of the schedule emerged. One was a 2 ½ team model and the other was a 2 team model. Once the 2 ½ team model was decided on, the curriculum directors looked at what related arts would look like for all three grade levels.

Mr. Gaffny went through the schedule with the following highlights:

- Core Content classes of ELA, Math, Social Studies and Science for all three grades.
- Additional core class of Stem/ Drama and Art for grades 6 and 7. Each of these will be a semester class.
- School wide program of study includes a block of World Language (Portuguese or Spanish) and a Related Arts block. The related arts block will consist of Wellness, Art, and Music
- Classes are locked to allow us to attach a lunch to a schedule and lock it. Related Arts will also meet at the same time each day.
- Grade 5 will have a Jr. Hawk block. The goal of this block is to help ease the transition from elementary to middle school. This time can be used to get students what they need. There will be many different opportunities for students to experience. This will look different for different students.

Mr. Gaffny outlined what the teams would like for Grade 5 and the difference between the ½ team and the full team. Discussion ensued about who is placed in the ½ team. Mr. Gaffny said it is mostly random and this model lends itself to smaller class size. Discussion ensued about the ½ team and the logistics of changing classes. Mr. Gaffny stated that the task force wants the students to be mixed and follow the team model.

Ms. Tousignant Dufour asked about the omission of drama from the schedule. Mr. Gaffny said they are looking to teach mini units in the Hawk block. Discussion ensued.

Ms. Tousignant Dufour asked about the hawk block and if it was going to be like flex. Discussion ensued. Mr. Webster said that this time is an opportunity for us to implement what is best for the students. Ms. Provost added that the curriculum directors had a lot of input about what will happen in this block. She stated that we are going to make sure we are doing things intentionally and working for the students.

Discussion ensued about the standard Social Emotional Learning block and what resources would be used.

Mr. Smith stated he has received a lot of positive feedback. He asked what if anything has been lost with the changes. Discussion ensued.

Discussion ensued about class sizes.

Mr. Maston confirmed that this had been presented to the incoming grade 5 parents and will be presented to the incoming grade 6 and grade 7 parents. He stated that this would be brought back for a vote at the next School Committee meeting. Ms. Tousignant Dufour questioned why the committee would need to vote. Discussion ensued about this being a management of operations at the school level. Dr. Rodrigues stated that it would make things easier as there are staffing decisions to consider. Not having a vote will expedite this process. Mr. Maston stated that there has been adequate time for feedback. The committee decided there was no need to vote.

3. Nomination of Mr. George Luoto for Life Membership at Massachusetts Association of School Committees

Ms. Lynn Ryan, a member of the Assabet Valley School Committee addressed the committee. In February, she put forward a recommendation to her committee to nominate Mr. George Luoto for life membership in MASC. The recommendation was voted unanimously by the Assabet Valley School Committee. She went on to say that Mr. Luoto served for 34 years on a school committee. This time was divided between the Assabet Valley School Committee and the Hudson School Committee. Ms. Ryan asked the committee if they would be willing to join the Assabet Valley school committee in nominating Mr. George Luoto for life membership to the Massachusetts Association of School Committees. A motion to nominate Mr. George Luoto for lifetime membership to the Massachusetts Association of School Committees was made by Ms. Tousignant Dufour and seconded by Ms. Ryan. On a vote of 6-0, the motion passed.

4. Quarter 3 Student Activities Report

Dr. Rodrigues presented the Student activities report for FY19 Q3 ending March 31, 2019 to the committee.

5. Approval of Proposed MASC Resolution

Mr. Smith stated that as part of the transportation conversations recently we have discovered the competitive market is not good for school bus transportation. He stated that he put together a potential MASC resolution, using both research and input received for the committee to review. Discussion ensued about sending this resolution out to state representatives, regional district 4 and other school districts. This will be brought back at the next meeting for a vote.

VI. **Matters for Action:**

Old Business

1. **Approval of Meal Rate Increase**

Mr. Maston stated that the committee needed to vote on one of the meal rate increase options Ms. Patricia Lange presented at the last School Committee meeting. Dr. Rodrigues informed the committee that there was also a vote needed on the adult meal price.

Discussion ensued about the PLE calculation and goal. Currently Hudson Public Schools is out of compliance and the district needs to raise prices to bring us into compliance.

Mr. Tracy pointed out the need to round is minimal based on a report of March cash sales.

A motion to approve meal rate increase option 3 and the adult meal rate increase was made by Ms. Tousignant Dufour and seconded by Mr. Smith. On a vote of 6-0, the motion passed.

2. **Approval of FY19 Balance Spending Plan**

Dr. Rodrigues informed the committee that as of April 23, 2019 there was a \$801,145 carryover amount in the current FY19 budget. As a result, the budget team reconvened to prioritize how to spend this money. The team brought back the last budget worksheet and looked at items on the sheet that had been cut or reduced. Dr. Rodrigues stated the result of that meeting was a list of one- time purchases the district can make before the end of the fiscal year. Some of the items include generators, investments in the Dual Language program, food service equipment, Apsley building phone system, and pole vault and high jump equipment.

Discussion ensued about the Apsley phone system and requirements for infrastructure needed.

Discussion ensued about substitute teachers.

A motion to approve the FY19 balance spending plan was made by Mr. Tracy and seconded by Ms. Tousignant Dufour. On a vote of 6-0, the motion passed.

3. **Approval of First Student Transportation Contract**

Dr. Rodrigues reported that checking First Student's references and reviewing the contract is complete. The contract will need to be signed before First Student can order busses and be ready for a July 1, 2019. He informed the committee that the pricing is in the backup material. Ms. Ryan asked if there is wording for penalties in the contract. Discussion ensued about articles 9 and 2.

A motion to approve the First Student Transportation contract was made by Mr. Smith and seconded by Mr. Tracy. On a vote of 6-0, the motion passed.

4. Approval of School Choice Amendment

Dr. Rodrigues stated that previously the School Committee voted on participation in the School Choice program. He reported that while monitoring our enrollment, we have found we can increase the number of seats for grades K,1,3,4 particularly at Mulready.

A motion to approve the school choice amendment for FY20 was made by Mr. Tracy and seconded by Mr. Smith. On a vote of 6-0 the motion passed.

New Business

Mr. Maston asked if the committee would be interested in voting items 1-10 as a consent agenda. He asked if any member would like to vote any item separately. A motion to approve items 1-10, was made by Mr. Smith and seconded by Mr. Tracy. On a vote of 6-0, the motion passed.

1. **Approval of Hudson School Secretarial Association Contract**
2. **Approval of Hudson Rotary Club gift of \$3000.00 to sponsor FY19 Teacher Mini Grants**
3. **Approval of FY19 Medusa Brewing Company gift in the amount of \$200.00 for the Art Auction**
4. **Approval of Hudson Youth Baseball gift to Hudson Athletics in the amount of \$1000.00 for sponsorship of a new batting cage**
5. **Approval of St. Mary's Credit Union gift in the amount of \$500.00 for Hudson High School Reality Fair Sponsorship**
6. **Approval of Avidia Bank gift in the amount of \$500.00 for Hudson High School Reality Fair Sponsorship**
7. **Approval of Benevity Causes gift on behalf of Intel Corporation in the amount of \$300.00 for volunteer corporate match for Read Across America**
8. **Approval of Hudson High School All School Musical Student Activity Account gift of \$1274.00 towards the purchase of legs for the Hudson High School Stage curtain.**
9. **Approval of FY19 Student Activity Partial funding in the amount of \$300.00 for the Paul Johnson Performance Arts Scholarship**

Approved

10. Approval of Reclassification of Funds

VII. Items of Interest to the School Committee

Mr. Smith expressed his thanks to thank Liz Hallsworth for her service.

VIII. Executive Session

At 9:00 p.m., Committee Chair Glen Maston noted that Executive Session was needed for the following reason:

- a) To conduct strategy sessions in preparation with union personnel (American Federation of State, County, and Municipal Employees AFL-CIO, Local Council 93, Hudson Public Schools Custodians Local) because an open session may have a detrimental effect on the legal position of the Committee.

Vote by Roll Call

Ms. Tousignant Dufour yes

Mr. McDowell yes

Ms. Ryan yes

Mr. Tracy yes

Mr. Smith yes

Mr. Maston yes

IX. Adjournment

At 9:01 p.m., Committee Chair, Glenn Maston announced that the Committee would enter Executive Session and not return to public session

Respectfully submitted,

Secretary

Hudson School Committee