

Approved

**Hudson School Committee
Open Session Minutes**

Meeting Date: November 12, 2019

Location: 155 Aspley Street

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

Members absent: Adam Tracy

Others present: Dr. Marco C. Rodrigues, Superintendent
Annamarie O'Donnell, Recording Secretary
Caitlin Reagan, Student Representative

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: October 22, 2019

A motion to approve the minutes of October 22, 2019 was made by Ms. Tousignant Dufour and seconded by Mr. Smith. On a vote of 6-0, the motion passed.

III. Public Participation:

Ms. Diane Maillett spoke to the committee requesting their personal appearance and vocal support at the upcoming Board of Health meeting on November 20 at Hudson High School. The Board of Health in Hudson has proposed a regulation to limit flavored products to adult only shops. Ms. Maillett asked the committee and Dr. Rodrigues to speak at this meeting showing support for the proposed regulation.

Ms. Liz Jackson spoke as a representative from Hudson Youth Football and Cheer (HYFC). She spoke of how the changes in the facilities use policy has had a negative impact on HYFC. The cheerleaders require indoor practice space and this year due to changes in the policy, cheerleaders were charged a fee to be able to practice in the schools. This has resulted in reducing the number of practices per week from 3 to 2. The cost for renting the space is currently \$1300.00. She went on to say that with this fee, the organization cannot send cheerleaders to clinics or purchase updated music. Additionally, when looking at securing Hudson High School for the end of the year banquet the organization was quoted 900.00. These changes make it difficult to keep the costs low and result in increasing registration fees. Ms. Jackson cited parts of the policy KF and KF-R, which states that rates can be modified or suspended by the Superintendent. She requested that the policy be reviewed.

IV. Reports and Presentations

Report of the Superintendent: Dual Language Program Update, Cultural Competency Training update, ALICE training, EL Director search

Dr. Rodrigues presented the following updates on a number of things that are happening in the district.

Dual Language Program

The La Siembra retreat for the dual language program was held last week. There were 22 participants who spent two days to learn the why, what, and how of dual language programs. One important part of the retreat was to define the program and outline the non-negotiables. A committee will now be put together the details of the program. Farley and Forest were represented at the retreat. Farley is where the dual language program will start in September with Portuguese as the partner language. Forest may could open in a year with a partner language of Spanish.

Cultural Proficiency Training

As part of strategic objective #4 of the District Improvement Plan, the leadership team identified the need for cultural proficiency training to be provided. Initially, phase 1 was to include administration and all the counselors. Through conversations with the Assabet Valley Collaborative who is providing the training, we were able to include the school secretaries and the nurses. There are three cohorts of 20 people. The first two cohorts have completed two days. Within a 30 day period there will be a third day to put into practice things they learned in day 1 and day 2. The third cohort will participate in the training sometime in January.

ALICE Training

Last week there was the roll out of the ALICE training. Two successful drills were performed, one at Quinn Middle School and one at Hudson High School. Dr. Rodrigues thanked Resource Officers Crogan and Veo who were instrumental in creating and monitoring this opportunity.

EL Director Search

The first set of interviews have been conducted. Two candidates have emerged. Dr. Rodrigues has met them and the process of checking references and credentials is happening. Dr. Rodrigues went on to say he was happy with the pool of candidates and looks forward to announcing a new English Language Director very soon.

Mr. Maston expressed his interest in getting a modified version of the cultural competency training for the school committee members.

Dr. Rodrigues stated that there are three cohorts now and we would like to expand the training to the teaching and non-teaching staff in phases. He said he would look into options for training for the School Committee. There was discussion at La Siembra about cultural competency being one of the pillars of dual language program.

Subcommittee Reports

Budget Subcommittee

none

Policy Subcommittee

Mr. Smith stated that the next policy subcommittee meeting would be before the December 3, 2019 School Committee meeting.

Strategic Goals Subcommittee

none

Superintendent's Evaluation Subcommittee

Approved

Mr. Maston stated that the subcommittee had met and reviewed the superintendent's evaluation goals. These goals will be brought forward as an agenda item later this evening.

Buildings and Grounds Subcommittee

Mr. Maston stated this subcommittee had met. He reported that Mr. Belli reviewed the information on Aspley Street building. The subcommittee is working to put together a report that summarizes that information and will bring the report to the full committee.

Student Report

Caitlin Reagan, presented the student report highlighting the following:

- Penny Wars raised \$167.00
- Hudson High School is currently having another spirit week with another scheduled for the 2-day week before Thanksgiving. The pep rally is scheduled for November 26.
- Community Council is supporting the Holiday Coalition again this year.
- Stress free break has been presented to faculty. There are plans to advertise it as it gets closer.
- Haunted physics lab on October 30 was a success
- *The Importance of Being Earnest* had 2 very well attended shows.
- The fall show *Mamma Mia* will be presented 11/22-24 and 11/26.
- The Hawksgiving Homecoming dance will be held on November 16.
- There is a mandatory meeting on November 14 for any athlete looking to participate in winter sports. Registration for winter sports is open until November 25

V. Matters for Discussion:

- a) Old Business
- b) New Business

1. Discussion Athletic Funding

Ms. Patricia Lange introduced the Athletic Revolving fund. Funds collected remain in the account year after year. She presented a history of the fund balances. The revenues come from athletic fees and gate receipts and are fairly consistent. Charges to the fund include athletic supplies and officials. The balance in the revolving account has diminished over time and there has been an effort to not let the balance in the account get too high. We have been increasing the amount used from the revolving account and decreasing the amount used from the general fund. Spending on athletics from the local funding is about 0.5 million. The total spending for athletics for FY20 is \$721,000 which is a 13% increase from FY17. The budget for athletics has increased steadily every year. 76% of the funds for athletics come out of the local budget and 24% come out of the revolving account.

Mr. Smith asked why the revolving account got so high. Discussion ensued about what the target balance in the revolving account should be. Ms. Lange stated that she set a goal of about \$135,000 for this fund. Discussion ensued about expenses around equipment and the correct way to spend this fund.

Ms. Tousignant expressed her concern that public perception is that the district has made cuts to the athletic budget. Dr. Rodrigues shared that this is the reason for the discussion this evening. He stated that when people see a cut in the general expenses that there is the perception that there is a cut in athletics. He went on to say that it does not make sense to have a large amount in the revolving account not contributing to the needs of the district. He reiterated that we are not cutting funding to athletics and that the percentage of spending from the revolving account and the general fund has remained constant.

Discussion ensued about the drop in the athletic fees receipts and the reason for this.

2. First Reading of Proposed Adoptions and Revisions of School Committee Policies J Section, GCBDB

Mr. Smith stated that the subcommittee is continuing through the J section of the policy manual. He went on to say that, a lot of these are recommending the MASC language with a few edits.

Ms. Ryan wanted to clarify that the addition of the policy on gangs and secret societies is because we did not have a policy on this and not because this is needed in Hudson

Mr. Maston asked about the student conduct on school busses policy. He asked if the reason the new policy does not enumerate on discipline as much as old policy is due to the desire for flexibility. Dr. Rodrigues confirmed this and went on to say that more would be contained in the student handbooks. This provides the principals with latitude for interpretation.

Dr. Weksner commented that the wording in policy JICH should be substance use disorder not substance abuse disorder. Dr. Rodrigues stated that change would be made.

Dr. Weksner asked about the language around vaping and e – cigarettes and where that is captured. Dr. Rodrigues stated that there are more policies to come.

Ms. Ryan asked for clarification around the School Committee membership on the sick bank. Dr. Rodrigues stated that the same committee is used for all of the sick banks. Dr. Rodrigues stated he would clarify the requirements for school committee members on sick banks.

3. FY20 Quarter1 Financial Report

Ms. Patricia Lange shared the projection for the first quarter. She reported that we had a savings of \$682,000 from the FY20 budget, of which \$388,000 is personnel savings, \$ 230,324 is savings in general expenses and \$63,560 in transportation savings. The personnel savings come from hiring variances, leaves of absences, difficulties in hiring ABA's and paraprofessionals, turnover in world language teachers, administrative positions open, and open EL Director, Nurse Director, and Research and Accountability Specialist positions. The general expense savings is assuming that there is no budget freeze. At this time, the projection is savings in special education tuitions, utilities, and building maintenance. The savings in transportation are a result of the new contract with First Student combined with and overage in out of district special education transportation.

Revenues consist of the town appropriation of \$39,043,303, School choice carry forward of \$726,851, \$500,000 in anticipated school choice receipts, and circuit breaker of \$1,106,000. Ms. Lange reported that this leaves us a FY21 school choice carryover that allows us to meet the stabilization plan.

Dr. Rodrigues reiterated that there would be no budget freeze this year. He also reported that the circuit breaker number for FY21 has been certified.

4. EdGar Grant Manual Updates

Ms. Lange stated that old policies GCCAD and GCCAE had been included and the manual will need to be republished. These will be removed and the manual will be republished.

Mr. Maston stated that there was one minor edit on page 5. The word audible should be auditable.

VI. **Matters for Action:**

- a) Old Business
- b) New Business

1. **Approval of 2019-2020 Superintendent's Goals**

Mr. Maston reported that these goals were discussed in the Superintendent's Evaluation Subcommittee and are being brought forward to the full committee. He stated that there was good discussion about many of these including the communication goals. Mr. Maston stated that with the NEASC accreditation visits they are moving to a lot of classroom visits. Dr. Rodrigues' goals align with this.

Mr. Smith asked if there is something in the goals around High School start times. Mr. Maston suggested that this is something that could be taken up in the strategic goals subcommittee since this is a long term goal.

Mr. McDowell asked about surrounding districts and if there were targets for implementation. Discussion ensued.

Dr. Rodrigues will be putting all the information he has gathered into the google drive for the committee. He went on to say that we need to spend time on the impacts to families in Hudson.

Ms. Ryan asked if there has been research done with districts who have flipped the high school and elementary start times. Discussion ensued about impact on transportation and child care.

A decision was made to move the high school start time discussion to the strategic goals subcommittee.

A motion to approve the Superintendent's goals was made by Ms. Tousignant Dufour and seconded by Mr. McDowell. On a vote of 6-0, the motion passed.

2. **Approval of addition of HAM Radio Club to the list of authorized Hudson High School Student Activities**

A motion to approve the addition of the HAM Radio Club to the list of authorized Hudson High School Student Activities was made by Ms. Tousignant Dufour and seconded by Ms. Ryan. On a vote of 6-0, the motion passed.

3. **Approval of Contract with Konica Minolta Business Solutions USA Inc. in the amount of \$29,207.52 for BizHub 558e leases.**

A motion to approve the contract with Konica Minolta Business Solutions in the amount of \$29,207.52 for BizHub 558e leases was made by Mr. McDowell and seconded by Ms. Tousignant Dufour. On a vote of 6-0, the motion passed.

4. **Approval of contract with the Madison Corporation – DBA Warren Security in the amount of \$20,600.00 for labor to install Linear emerge 5000 Access Control System at Hudson High School.**

A motion to approve the contract with the Madison Corporation DBA Warren Security in the amount of \$20,600.00 for labor to install Linear Emerge 5000 Access Control System at Hudson High School was made by Ms. Tousignant Dufour and seconded by Mr. Smith. On a vote of 6-0, the motion passed.

VII. **Items of Interest to the School Committee**

Ms. Tousignant Dufour made note of the vaping session coming up on November 20.

Ms. Tousignant Dufour also made note of the upcoming town meeting.

Dr. Weksner stated she would be interested in a Board of Health presentation on vaping.

Mr. Maston gave an update on the state school committee conference he recently attended. He reported that all resolutions were passed by the delegate assembly. The one submitted by Hudson went through with minor amendments from Assabet and Marlborough.

He also reported that the award dinner where George Luoto was presented with his lifetime membership was fantastic.

Approved

Mr. Maston also went to a presentation on the NEASC process and is sharing the information with Dr. Rodrigues and Mr. Medeiros, principal of Hudson High School.

Mr. Maston spoke of the dedication of Susan Menanson library. Many current teachers and former colleagues spoke kind words about her.

VIII. Executive Session

At 8:37 p.m., Committee Chair Glenn Maston noted that Executive session was not needed.

IX. Adjournment

A motion to adjourn was made by Mr. Smith and seconded by Ms. Tousignant Dufour. On a vote of 6-0, the motion passed.

Respectfully submitted,

Michele Tousignant Dufour, Secretary
Hudson School Committee