

Approved

**Hudson School Committee
Open Session Minutes**

Meeting Date: September 24, 2019

Location: 155 Aspley Street

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

Members absent: none

Others present: Dr. Marco C. Rodrigues, Superintendent
Annamarie O'Donnell, Recording Secretary
Samantha Santana, 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: September 10, 2019

A motion to approve the minutes of September 10, 2019 was made by Ms. Tousignant Dufour and seconded by Mr. Smith. On a vote of 7-0, the motion passed.

III. Public Participation:

none

IV. Reports and Presentations

Report of the Superintendent: District Improvement Plan: Action Plan 2019-2020
Dr. Rodrigues shared the District Improvement Plan (DIP) with action steps developed by the Leadership Team at the retreat in August. He reported how we concluded last year, what was completed and what needed more work. He commented that some of the incomplete areas were completed over the summer and the other incomplete areas would be repeated and adjusted during year 2 of the DIP. He presented the following on the action steps in the plan.

Objective 1: High Quality Instructional Practices

- Evaluate practices relative to how we gather evidence of student learning and how we use assessments and accurately reflect student growth in the classroom.
- The Instructional Leadership Teams (ILT) will be defining and implementing instructional strategies used in each classroom as well as creating an internal accountability system. The ILT will also work on a communication plan to engage families and community.
- Develop a process of utilization of data points and monitoring the use of data at the classroom, school, and district levels. The practice of analyzing

meaningful data is expanding.

Discussion ensued about when implementation will happen.

Objective 2: Educating the whole child

- Through the S3 academy grant last year, we have been able to develop a social emotional learning action plan. The S3 academy invited Hudson back for this year. We will continue to develop the second year of the template. Each school has already developed an action plan and the district has an action plan. This has become part of the action steps in the District Improvement Plan.
- Complete the implementation tool of the Multi Tiered Systems of Support (MTSS) Framework. We are grouping staff with similar jobs and having them assess their jobs in relation to tier 1, tier 2, and tier 3. This allows staff to understand the framework. Along the way, we will identify if there are gaps to support the framework. We will begin to determine how we bring resources to address those gaps.

Discussion ensued about the synergy of the roles across the tiers and the potential for roles and responsibilities be redesigned.

Objective 3: Innovative educational practices

- The district is on track to have a Dual Language program for the 2020-2021 school year. Several meetings with MABE are scheduled to help us organize the logistics of establishing the Dual Language program. There will be a two-day retreat the first week of November. After that, there will be a committee put together to put more details to the program. The committee will have broad variety of stakeholders. Discussion ensued about the application process, the placement of students, and recruiting of students for the partner language. There was discussion about which school would have the program and whether there would be one program for Portuguese or two programs, one in Portuguese and one in Spanish. Because Professional Development will need to happen prior to September, teachers will need to be identified and engaged.

Discussion ensued about budgetary implications beyond personnel, for example transportation. Discussion ensued about finding teachers properly certified for the program. Discussion ensued about potential roadblocks and contingency plans.

- We will continue work on the course selection sheets and program of studies. The college and career pathways have been created. The strength of these programs at the high school requires us to strengthen at the elementary and middle school levels.
- The 1:1 Technology task force will continue to look at digital citizenship training for students, parents, and staff as needed. The task force will also be looking at effective instructional practices that infuse the technology in classrooms.
- This year work will continue on refinement of curriculum maps to align with the standards.

Objective 4: Climate and Culture

- The District Leadership Team has developed a communication plan. There are eight specific components. This plan will be presented at a later School

Committee meeting. Each member of the leadership team will have a professional goal as their contribution to this plan.

- The district will continue to build the capacity for relationships through Home and School Associations, School Councils, SEPAC, ELPAC, local businesses and higher education. Conversations are being held about potential partnerships with the pathways.
- We are looking at the environment to engage Social Emotional Learning for students. There are plans for a cultural competency training for leadership team and selective people working in our schools.
- We continue to work on strengthening the effectiveness of the Leadership Team. The survey results of parents, students, and staff will be shared at a later date. The Leadership Team has analyzed the results and created action steps to concentrate our efforts.

Dr. Rodrigues stated that time is our most scarce resource. He also praised the District Leadership Team for their engagement and commitment.

Mr. Tracy asked about year three and whether that will be more implementation. Dr. Rodrigues stated it would be both implementation but also systematizing processes. Discussion ensued about how long it would take for new ideas or systems to mature.

Mr. Smith asked if the goal of 75% of students meeting or exceeding expectations on MCAS was achievable. Dr. Rodrigues stated that this was our target. Dr. Rodrigues pointed out the change in test for students, as well as variations in subgroups. He noted that everything we are creating is staged to get to this goal.

Discussion ensued about the term of the District Improvement Plan.

Subcommittee Reports

Budget Subcommittee

none

Policy Subcommittee

Mr. Smith stated the next Policy meeting would be October 22.

Strategic Goals Subcommittee

none

Superintendent's Evaluation Subcommittee

None

Mr. Smith reported that the Buildings and Grounds subcommittee would meet again soon to discuss the Administration building.

Mr. Maston said they are working on scheduling the workshop with MASC regarding the Superintendent's Evaluation changes.

Discussion ensued about strategic goals and starting discussions about a change in the High School start time. Dr. Rodrigues stated that he would like to pace this large task. He would

like to balance this with the fact that there is a new principal at the High School. Dr. Rodrigues stated that he has been gathering information from different districts that have made the change. Dr. Rodrigues will share the information he has gathered to date with the School Committee.

Discussion ensued about timing on when this could happen. Dr. Rodrigues stated that it was important to set expectations once we start the process. Mr. Maston suggested that he reach out to the MASC Region 4 leadership and set up a conversation with Hudson and other neighboring districts.

Discussion ensued about looking at incremental changes as well.

Dr. Rodrigues stated that at some point after the information gathering, a broad group would need to be involved in a major undertaking like this.

Student Report

Samantha Santana, Hudson High School student representative, presented the following report:

Activities in process for coming year

- Looking to have another homework free weekend due to the success last year. The council plans to work with Mr. Medeiros to schedule a time.
- Continuing with the Colorcycle program to collect old markers and recycle them
- Working with Mr. Medeiros to find a place for an activities' bulletin board where all clubs and sports at Hudson High School can promote their activities.
- Planning a Penny Wars fundraiser during this years' Spirit Week.

Concerns

- There are no Senior and Junior class advisors
 - Concerns about what effect this will have on homecoming, events such as homecoming dance, Junior Prom, class trips, and fundraising.
- Concern about what is happening with ARC program. Students are looking forward to a program similar to the pilot from last year

Ms. Ryan shared that she had been at the Hudson High School council meeting. Juniors and Seniors are in conversation with teachers regarding class advisors. There have also been conversations about the Homecoming Dance and Junior Prom. She went on to say that as far as the ARC program there are things that are being ironed out.

Discussion ensued about the Colorcycle program and the possibility of expansion to the elementary level.

V. Matters for Discussion:

a) Old Business

1. MASC Nomination for Life Membership for Mr. George Luoto

Mr. Maston stated that the District had submitted an application for lifetime membership to MASC for George Luoto in conjunction with Assabet Valley. This application has been approved. He will be recognized at the dinner Friday November 8, 2019 at the MASC conference.

b) New Business

1. Discussion of FY20 Budget Stabilization Plan

Dr. Rodrigues presented two scenarios for the stabilization plan positive balance. Scenario A divides the positive balance into two

equal parts. One part will be earmarked for FY21 and the other FY22. Scenario B would load the FY21 budget and the remainder of approximately \$251,000 would be earmarked for FY22.

Dr. Rodrigues went on to say that in either scenario, there is no reduction in the projected expenses account for FY21. The scenarios offer different carryovers. Dr. Rodrigues stated that scenario A gives the district two years of respite to work with the budget.

Ms. Ryan asked about discussions district wide to generate these scenarios. The district has looked into which expenses this money could be used for. There are two specific carryovers to take care of in the stabilization plan. The plan is to look at the stabilization plan and look to reduce the dependence on the school choice account. Discussion ensued about keeping the school choice carryover as a rainy day fund. Dr. Rodrigues stated that each year we should create a budget that we are willing to spend. Revenue is dependent on Town Appropriation, Circuit Breaker, and School Choice. Zero based budgeting budgets on what you can count on for revenue. He went on to say that, a budget that operates on a rainy day fund is not a true budget. Discussion ensued

Mr. Smith asked if there was a difference to students and staff with the two scenarios. Dr. Rodrigues stated that staff and students would not see any difference.

Discussion ensued about the differences in the two scenarios and the ability to recalibrate along the way. Dr. Rodrigues stated that we can modify as we go along. There are some things that are variable such as school choice and circuit breaker. This document will be updated as we get information on these variables.

2. Discussion of Athletic Participation

Dr. Rodrigues presented some data on historical enrollment in athletics at Hudson High School. He stated that a drop in the number of teams is related to the coop teams. If we look proportionally, the number of students that participate in sports versus enrollment there is not much of a variation from year to year.

Discussion ensued about the historical data and using it as an opportunity to reach out to families.

Ms. Tousignant Dufour asked if we know how our athletic enrollment compares to other districts. Dr. Rodrigues stated he would inquire about participation in comparably sized districts.

VI. Matters for Action:

- a) Old Business
- b) New Business

1. Approval of Warrant Articles #11, #12, #13 for November 2019 Town Meeting

Dr. Rodrigues stated that these three articles will appear on the

Town Meeting in November. The first article is an MOU for Foster Care reimbursement. The other two are to allow the district to have contracts exceeding the three-year maximum allowed for contracts by the Town of Hudson.

A motion to approve warrant articles #11, #12, and #13 was made by Dr. Weksner, and seconded by Ms. Tousignant Dufour. On a vote of 7-0, the motion passed.

2. **Approval of 3 year maintenance contract with Automated Logic to maintain HVAC control equipment**

A motion to approve a 3 year maintenance contract with Automated Logic to maintain HVAC control equipment was made by Mr. Smith and seconded by Ms. Tousignant Dufour. On a vote of 7-0, the motion passed.

3. **Approval of contract with John Deere Company in the amount of \$35,124.81 for the purchase of tractor/snowblower**

A motion to approve the contract with John Deere Company in the amount of \$35,124.81 for the purchase of tractor/snowblower was made by Mr. Tracy and seconded by Ms. Tousignant Dufour. On a vote of 7-0, the motion passed.

4. **Approval of FY20 Fuel Up to Play Grant in the amount of \$5525.00**

A motion to approve the FY20 Fuel Up to Play Grant in the amount of \$5525.00 was made by Mr. Tracy and seconded by Ms. Tousignant Dufour. On a vote of 7-0, the motion passed.

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

Ms. Tousignant Dufour expressed her concern about the call and email that went out earlier today about the changes in bus transportation. She stated that there was not an ease of access to the bus routes with a link. Dr. Rodrigues stated that the final decision was that day after cleaning up the routes and making sure they were accurate. He stated in the future a link would be included.

Discussion ensued about where the links are on the website. Concerns were raised that they should be in a prominent place on the website.

Mr. Tracy reported that Farley had their fun run fundraiser and successfully raised their goal of \$30,000. This was a huge achievement and the funds will be going to an outdoor reading space.

Dr. Weksner asked if she could get the standard deviations for the student growth percentiles.

VIII. **Executive Session**

At 8:59 p.m., Committee Chair Glenn Maston, noted that Executive session was not needed.

IX. **Adjournment**

Approved

A motion to adjourn was made by Mr. Smith and seconded by Ms. Ryan. On a vote of 7-0, the motion passed.

Respectfully submitted,

Michele Tousignant Dufour, Secretary
Hudson School Committee