

Please note the updated instructions below for public participation

Pursuant Governor Baker’s June 16, 2021 signing of “An Act Relative to Extending Certain COVID-19 Measures Adopted During the State of Emergency” into law extending remote open meeting measures under the “Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, § 20,” has been extended by Governor Healey until March 31, 2025. The **Hudson School Committee sessions will continue to be conducted via in-person and remote participation. Committee members will participate in person and/or using the online Google Meet platform**, and the proceedings will still be broadcast live on the Public Cable Access Channel – Comcast Channel 8, Verizon Channel 47 and Hud TV’s and livestream <https://vimeo.com/showcase/9964109>

For the public participation item on the agenda, the following process will be used:

- **Persons wishing to make public comment remotely** will send an email to the School Committee’s email address hps_schoolcommittee@hudson.k12.ma.us indicating that they would like to make a public comment at the School Committee meeting. This email must be received by 3:00 pm on the day of the meeting.
- The School Committee will submit the list of names and emails wishing to make public comment to HUD TV no later than 5:00 p.m. the day of the meeting.
- Hud TV will send a meeting invite to those community members on the School Committee list for Public Comment.
- Hud TV will accept them into the Google Meet and mute their microphone.
- When the School Committee Chair recognizes someone wishing to make public comment, Hud TV will unmute that person’s microphone and they will have two minutes to speak.
- When public comment is finished their microphone will be muted again by Hud TV.
- **For persons wishing to make public comment in-person**, the School Committee meeting is held at Hudson High School, Room F101.

HUDSON SCHOOL COMMITTEE
September 19, 2023
Hudson High School - F101
7:00 p.m.

AGENDA

I. Call to Order

II. Approval of Minutes

Regular Meeting September 05, 2023

III. Public Participation

IV. Reports and Presentations

- a) Report of the Superintendent
 - District Updates
- b) Subcommittee Reports
 - Budget Subcommittee (if any)
 - Policy Subcommittee (if any)
 - Strategic Goals Subcommittee (if any)
 - Superintendent's Evaluation Subcommittee (if any)
 - Buildings and Grounds Subcommittee (if any)
- c) Student Presentation (if any)

V. Matters for Discussion:

a) Old Business

- 1. Superintendent's Residency: Farley Elementary School

b) New Business

- 1. Director of Buildings and Grounds Search
- 2. Dates for School Council Meetings 2023-2024

VI. Matters for Action:

a) Old Business

- 1. none

b) New Business

- 1. Consent Agenda:
 - i. Approval of a donation from Middlesex Savings Bank in the amount of \$1,250.00 for the Hudson Public School District to be used in all schools.
- 2. Reclassification of Funds

VII. Items of Interest to the School Committee

VIII. Executive Session

Motion to go into executive session, and **not** return to open meeting, pursuant M.G.L. c. 30A section 21(a) for the following purposes:

Purpose (3): to discuss strategy with respect to collective bargaining with the Hudson Paraeducators, if an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares.

IX. Adjournment

The Agenda reflects topics that the Chairperson reasonably anticipates will be discussed.

I.

Call to Order

II.

Approval of Minutes

Regular Meeting September 05, 2023

Not Approved

**Hudson School Committee
Open Session Minutes**

Meeting Date: September 05, 2023
GoogleMeet

Location: Hudson High School and

Members present: Erica Ankstitus, Molly MacKenzie, Chris Monsini, Steven Sharek, Steven Smith,

Members present participating remotely: Mark Terra-Salomão

Members absent: Christopher Yates

Others present participating: Brian Reagan, Superintendent; Kathy Provost, Assistant Superintendent; Ellen Schuck; Jennifer Allard; Dan Gale; Michelle DePaul

I. Call the Meeting to Order: 7:06PM

II. Approval of Minutes:

1. Regular Meeting August 22, 2023

A motion to approve the minutes was made by Mr. Sharek and seconded by Ms. MacKenzie

| | |
|-------------------|---------|
| Ms. Ankstitus | Yes |
| Ms. MacKenzie | Yes |
| Mr. Monsini | Yes |
| Mr. Sharek | Yes |
| Mr. Smith | Yes |
| Mr. Terra-Salomão | Abstain |

With 5 yeses and 1 abstention the minutes passed.

III. Public Participation

none

IV. Reports and Presentations

a) Report of the Superintendent

Dr. Brian Reagan, Superintendent, presented to the committee. A copy of his presentation was included in the packet.

Discussion ensued.

b) Subcommittee Reports:

- **Budget Subcommittee**
none
- **Policy Subcommittee**
none
- **Strategic Goals Subcommittee**
none

- **Buildings and Grounds Subcommittee**
none
- **Superintendent’s Evaluation Subcommittee**
none

c) Student Presentation

- none

V. Matters for Discussion

a. Old Business

1. Transition Update

Dr. Reagan updated the committee. Discussion ensued.

b. New Business

1. Superintendent Evaluation Timeline

Dr. Reagan presented a draft timeline to the committee. Discussion ensued.

VI. Matters for Action

a. Old Business

1. None

b. New Business

1. Consent Agenda:

i. Approval of Grant from High Quality Instructional Materials from DESE in the amount of \$71,000 for the Hudson Public School District to be used in all schools

ii. Approval of Contract with Delfield Food Serving Stations (3 total: 1 cold, 2 hot) for HHS kitchen in the amount of \$43,397.00

A motion to approve the items under consent agenda was made by Ms. MacKenzie and seconded by Mr. Sharek.

| | |
|-------------------|-----|
| Ms. MacKenzie | Yes |
| Mr. Monsini | Yes |
| Mr. Sharek | Yes |
| Mr. Smith | Yes |
| Mr. Terra-Salomão | Yes |
| Ms. Ankstitus | Yes |

On a 6-0 vote the grants were approved

2. Approval of Reclassification of Funds.

Not Approved

A motion to approve the reclasses was made by Mr. Smith and seconded by Ms. MacKenzie.

| | |
|-------------------|-----|
| Mr. Monsini | Yes |
| Mr. Sharek | Yes |
| Mr. Smith | Yes |
| Mr. Terra-Salomão | Yes |
| Ms. Ankstitus | Yes |
| Ms. MacKenzie | Yes |

On a 6-0 vote the reclasses were passed.

VII. Items of Interest to the School Committee

Mr. Smith mentioned the committee is working on a document describing topics the committee will be discussing.

VIII. Executive Session

Motion to go into executive session, and not return to open meeting, pursuant M.G.L. c. 30A section 21(a) for the following purposes:

Purpose (3): to discuss strategy with respect to collective bargaining with the Hudson Paraeducators, if an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares.

IX. Adjournment

Mr. Smith made a motion to enter executive session, seconded by Ms. MacKenzie.

| | |
|-------------------|-----|
| Mr. Sharek | Yes |
| Mr. Smith | Yes |
| Mr. Terra-Salomão | Yes |
| Ms. Ankstitus | Yes |
| Ms. MacKenzie | Yes |
| Mr. Monsini | Yes |

On a unanimous vote The Hudson School Committee entered executive session and would not return to open meeting at 7:37PM.

Respectfully submitted,
Mark Terra-Salomão, Secretary
Hudson School Committee

III.

Public Participation

IV.

Reports and Presentations

Report of the Superintendent

Memorandum

Hudson Public Schools

Office of the Superintendent of Schools



TO: Hudson School Committee
FROM: Brian K. Reagan, Ed.D., Superintendent of Schools
DATE: September 19, 2023
RE: Report of the Superintendent

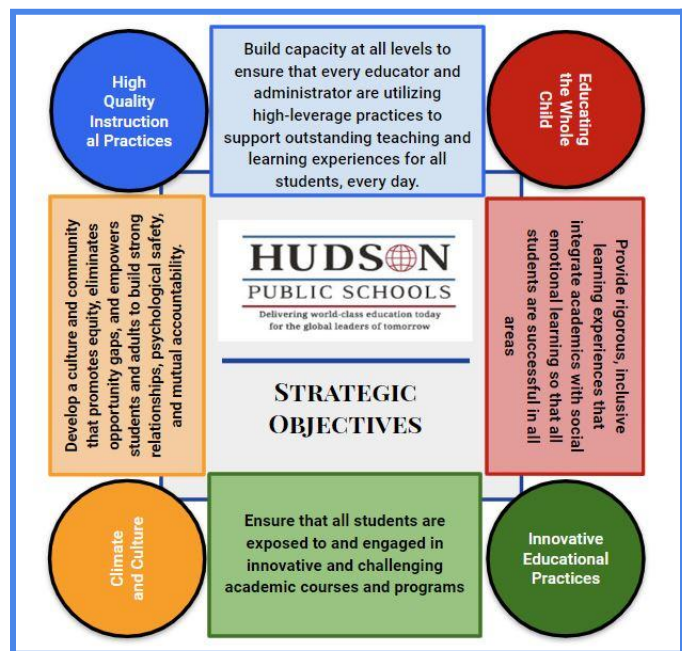
I am pleased to provide information on the items below under the Report of the Superintendent for the regular School Committee meeting on September 19, 2023.

District Improvement Plan Update

Work has continued over the past month to further develop and refine the action steps for the 2023-2024 District Improvement Plan (DIP). As you know, the DIP is a multi-year document that identifies the District's strategic objectives and initiatives as well as action steps to address those initiatives and achieve the stated objectives. The District's leadership team began the process of developing the action plan for the coming year at our annual Summer Leadership Institute in August. From there, Dr. Provost and I established a sub-committee of the full leadership team to continue the work started over the summer and finalize the document.

Members of that subcommittee include:

- Lara Beach, Forest Avenue School Assistant Principal
- Sarah Davis, Director of Science
- Adam Goldberg, Hudson HS Assistant Principal
- Cathy Kilcoyne, Director of Student Services
- Lauren Pupecki, Director of School Counseling
- Kathy Provost, Assistant Superintendent
- Brian Reagan, Superintendent



- Rachel Scanlon, Farley School Principal
- Todd Wallingford, Director of ELA and Social Studies

The subcommittee conducted highly focussed working sessions on September 8 and September 15, 2023. As a result of these two sessions, the DIP is now close to being complete. The DIP will be presented to the School Committee on October 24.

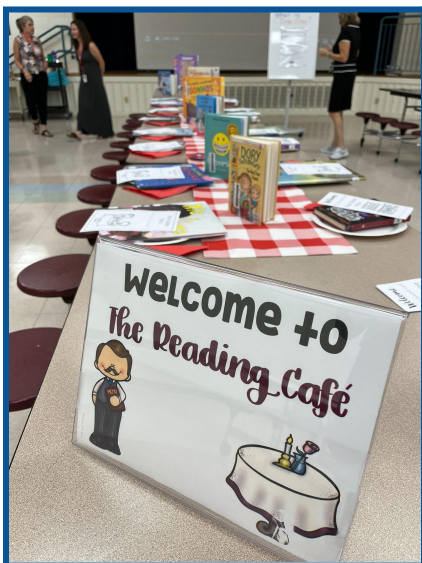
School Improvement Plans

Principals are hard at work developing their School Improvement Plans (SIP) in conjunction with individual School Councils, building-based leadership teams, and staff members. In an effort to allow the School Committee time to consider each SIP, we will have principals present them over two meetings this fall:

| | |
|-------------------|---|
| October 24, 2023 | <ul style="list-style-type: none"> ● District Improvement Plan ● Hudson High School Improvement Plan ● Quinn Middle School Improvement Plan |
| November 14, 2024 | <ul style="list-style-type: none"> ● Farley School Improvement Plan ● Forest Avenue School Improvement Plan ● Mulready School Improvement Plan |

SIP goals will align with established district priorities. Each school will have goals related to high quality instructional practices, multi-tiered systems of support (MTSS), social emotional learning (SEL), and/or innovative educational practices. In addition to developing goals aligned with these priorities, each school will develop a goal connected to an important school-based initiative. SIPs will be written and presented as 1-year plans, although goals can be carried over from one year to the next if needed.

Elementary Open Houses



All three elementary schools held their fall open houses on Thursday, September 14 from 6:30pm to 8:00pm. As I was “in residency” at Farley last week, I spent the evening at Farley’s open house and witnessed a positive and very well-attended event. Students were encouraged to attend with their caregivers which minimizes childcare constraints and increases attendance. It also gives students the opportunity to introduce their classroom and school to their caregivers. Classroom teachers were in their rooms to answer questions and show families where their children spend much of their day. Specialists and related service providers were in the cafeteria where they stood near various displays and literature related to their work. The photo to the right is the “book tasting” display created by the Farley librarian.

Supporting Unhoused Families in Hudson

The Hudson Public Schools continues to partner with other town departments to support unhoused children and families residing in temporary housing in town. Welcome Center staff and other district personnel regularly visit temporary housing locations to ensure that families have the support and services they need relative to the care and education of the children enrolled in our schools. Since the start of the current school year, we have welcomed and enrolled children at the elementary, middle, and high school levels. The Hudson Health Department continues to take the lead in ensuring that unhoused families are receiving the services they need from various agencies, including the schools.

Personnel Update

As of the date of this memorandum, district leaders were continuing efforts to fill the following vacancies:

| Position | Location | FTE |
|---------------------------|-------------------------|------|
| Special Education Teacher | QMS | 1.0 |
| Spanish Liaison | District | 1.0 |
| Paraeducators | High School | 4.0 |
| Paraeducators | Quinn | 3.0 |
| Paraeducator | Mulready | 1.0 |
| ABA Therapists | Mulready | 2.0* |
| Building Substitutes | Forest / Quinn / Farley | 5.0 |

Efforts to fill paraeducator and ABA therapist vacancies continue. Last week, we deployed administrative personnel to all three elementary school open houses to distribute information (including the flier on the right) about these vacancies to potential candidates and offer “on-the-spot” screening interviews. As the flier indicates, candidates for these positions do not need to have a college degree and the positions have “parent friendly” hours with the potential for flexible schedules. The positions are also pension and benefits eligible.

**Additional ABA positions have been filled using an agency.*



HUDSON
PUBLIC SCHOOLS
Advancing world-class education today
for the global leaders of tomorrow



We Are Hiring

Help Support Students & Teachers!

Become a Paraeducator!

- Pay Range Starting at \$20.43/hour +
- NO DEGREE required
- Parents Hours – 6 hours + 36 mins/day (*potential for flexible schedules*)
- Summers, Holidays, & School Breaks OFF!
- Pension & Benefits Eligible (*Blue Cross Blue Shield*)
- Tuition Reimbursement Eligible



All Hudson Public
School Job Openings:



Job Duties:

- Work with and support all student needs!
- Assist Classroom Teacher with preparation, reinforcement, reviews, and corrections
- See Job Posting for a full list of duties



IV.

Reports and Presentations

Subcommittee Reports

- Budget Subcommittee (if any)
- Policy Subcommittee (if any)
- Strategic Goals Subcommittee (if any)
- Superintendent's Evaluation Subcommittee (if any)
- Buildings and Grounds Subcommittee (if any)

IV.

Reports and Presentations

Student Presentation (if any)

V.

Matters for Discussion

Old Business

V.

Matters for Discussion

New Business

HUDSON PUBLIC SCHOOLS – DIRECTOR OF FACILITIES SEARCH TIMELINE 2023

Job Posting – Internal and External **From 9/8/2023 through 9/29/2023**

Note: We anticipate that a pool of qualified candidates will apply within the timeline above. However, the timeline above does not preclude the District from extending the posting period.

| EVENT | DATE | TIME | LOCATION |
|---|------------------------|--------|----------|
| Candidates’ Screening and Interviews Screening Panel <ul style="list-style-type: none"> • School Administrator (2) • Director of Finance & Operations • Director of Human Resources Interview Panel** <ul style="list-style-type: none"> ○ School Administrator ○ District Administrator ○ Town Administrator ○ Facilities Specialist ○ Custodial Supervisor ○ Assistant Director of Facilities ○ Director of Finance & Operations • Director of Human Resources (Facilitator) | Wednesday, 10/4/23 | 3:00pm | Apsley |
| | Wednesday, 10/11/23 | TBD | Apsley |

Notes:
*The prospective dates and times above are subject to change.

The Interview Panel will a) interview the candidates, b) select the top candidates c) forward candidates to Director of Finance. Wednesday, 10/11/23

Finalist Interview – Superintendent, Director of Finance & HR Tuesday, 10/17/23 TBD TBD

Finalist Vetting 10/17/23-10/20/23 N/A N/A

Successful Candidate Announced **Week of October 23rd

Notes: **Tentative date is subject to the completion of reference checking and HR procedures.

C. A. Farley Elementary School
School Council
Meeting Schedule 2023-2024
HPS School Committee Member: MOLLY MACKENZIE

- Wednesday, October 4th 5:00 p.m.
- Wednesday, November 1st 5:00 p.m.
- Wednesday, December 6th 5:00 p.m.
- Wednesday, January 10th 5:00 p.m.
- Wednesday, February 7th 5:00 p.m.
- Wednesday, March 6th 5:00 p.m.
- Wednesday, April 3rd 5:00 p.m.
- Wednesday, May 1st 5:00 p.m.
- Wednesday, June 5th 5:00 p.m.

Forest Avenue Elementary School
School Improvement Council
Meeting Schedule 2023-2024
HPS School Committee Member: STEVE SMITH

- Monday, September 25th 6:00 p.m.
- Monday, October 30th 6:00 p.m.
- Monday, November 27th 6:00 p.m.
- Monday, December 18th 6:00 p.m.
- Monday, January 29th 6:00 p.m.
- Monday, February 12th 6:00 p.m.
- Monday, March 25th 6:00 p.m.
- Monday, April 29th 6:00 p.m.
- Monday, May 20th 6:00 p.m.

J. L. Mulready Elementary School
School Council
Meeting Schedule 2023-2024
HPS School Committee Member: ERICA ANKSTITUS

- Monday, September 25th 3:30 p.m.
- Monday, October 30th 3:30 p.m.
- Monday, November 27th 3:30 p.m.
- Monday, January 29th 3:30 p.m.
- Monday, February 26th 3:30 p.m.
- Monday, March 25th 3:30 p.m.
- Monday, April 29th 3:30 p.m.
- Tuesday*, May 28th 3:30 p.m.

*Tuesday date due to Holiday

Quinn Middle School
School Council
Meeting Schedule 2023-2024
HPS School Committee Member: CHRIS MONSINI

- Thursday, September 21st 3:30 p.m.
- Thursday, October 19th 3:30 p.m.
- Thursday, November 16th 3:30 p.m.
- Thursday, December 21st 3:30 p.m.
- Thursday, January 18th 3:30 p.m.
- Thursday, February 21st 3:30 p.m.
- Thursday, March 21st 3:30 p.m.
- Thursday, April 25th 3:30 p.m.
- Thursday, May 16th 3:30 p.m.

Hudson High School
School Council
Meeting Schedule 2023-2024
HPS School Committee Member: MARK TERRA-SALOMÃO

- Monday, September 25th 5:00 p.m.
- Monday, October 23rd 5:00 p.m.
- Monday, November 20th 5:00 p.m.
- Monday, December 11th 5:00 p.m.
- Monday, January 8th 5:00 p.m.
- Monday, February 5th 5:00 p.m.
- Monday, March 4th 5:00 p.m.
- Monday, April 8th 5:00 p.m.
- Monday, May 6th 5:00 p.m.
- Monday, June 3rd 5:00 p.m.

VI.

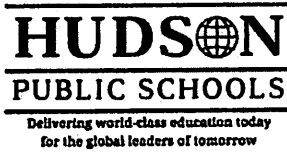
Matters for Action

Old Business

VI.

Matters for Action

New Business



HUDSON SCHOOL COMMITTEE GRANT ACCEPTANCE FORM

The following grant has been awarded to Hudson Public Schools and is being presented to the School Committee for Acceptance.

| | | | |
|---|---|---|---|
| Grant Name: | Middlesex Savings Bank Grant | | |
| Grantor Name: | Middlesex Savings Savings Bank | | |
| Awarded Amount: | \$1,250 | | |
| Grant Purpose: | To fund the Hudson Public Schools' Teacher Mini-Grant Program | | |
| Grantor Category | Foundation | | |
| Grant Type: | Private | | |
| Grant Admin: | Kathleen Provost, Ph.D. | | |
| Department: | Admin | | |
| Grant Location: | District | | <input type="checkbox"/> Pre-K |
| Grade Levels: | <input checked="" type="checkbox"/> Elementary (K-4) | <input checked="" type="checkbox"/> Middle School (5-7) | <input checked="" type="checkbox"/> High School (8-12) <input type="checkbox"/> ADL |
| Grant Start Date: | 9/13/2023 | Grant End Date: | 9/13/2026 |
| Grant Notes: | <p>Grantor Address:</p> <p>Grantor Contact Info:</p> | | |
| For Hudson School Committee Use Only | | | |
| Meeting Date: | | | |
| Voting Result: | In Favor: | Opposed: | Abstained: |

Reclass Budget Funds Request
Used for moving funds *between* accounts.

FY24

Date: 09/08/23

Request From: Alisha M. Brown

To: Asst Fin Dir/Asst Town Acct

Please record the following receipt reclass(es):

| | | <u>Acct #</u> | <u>Acct Name</u> | <u>Amount (incorrect)</u> | <u>Amount (correct)</u> |
|-------------------------------------|---------------|---------------|------------------|-------------------------------|-----------------------------|
| <i>Fund Adjustment Number 1</i> | <u>Remove</u> | | | | |
| | <u>From</u> | 3979 | 23-345 ADL | (\$360.00) | |
| | <u>Add To</u> | 4129 | 24-345 ADL | | \$360.00 |
| <i>Fund Adjustment Number 2</i> | <u>Remove</u> | | | | |
| | <u>From</u> | | | | |
| | <u>Add To</u> | | | | |
| <i>Fund Adjustment Number 3</i> | <u>Remove</u> | | | | |
| | <u>From</u> | | | | |
| | <u>Add To</u> | | | | |

Page Total:

(\$360.00)

\$360.00



Reason for Reclass: To reclass expenses from the FY23 ADL grant to the FY24 ADL grant

Please Note:

- 1 Post date subject to final determination by Town Accountants Office.
- 2 Reclassifications and transfers must net out to zero.
- 3 Detail Supporting documentation must accompany request.
- 4 If authorized signatures are not needed, please explain.

Authorized Signature: *Daniel Gale*
Daniel Gale, Director of Finance & Operations

Preparer Signature: *Alisha M. Brown*
Alisha M. Brown, Grants & Accounting Specialist

SC Authorized Signature(s): _____

VII.

Items of Interest to the School Committee

VIII.

Executive Session

IX.

Adjournment