



HUDSON SCHOOL BOARD

18 Library Street Hudson, New Hampshire

6:30 pm Regular Meeting
Followed by Non-public Session

Minutes - June 12, 2023

In Attendance

Board Members

Gretchen Whiting, Chair
Maureen Dionne, Vice Chair
Ethan Beals
Mike Campbell
Gary Gasdia

SAU Staff

Dan Moulis, Superintendent of Schools
Kimberly Organek, Assistant Superintendent
of Curriculum & Instruction
Rachel Borge, Director Special Services
Jen Burk, Business Administrator

A. Non-Public Session – RSA 91-A:3 II c

At 5:30pm Ethan Beals made a motion to enter into non-public session per RSA91-A:3 II c. Maureen Dionne seconded the motion. Motion passed 5-0

A student matter was discussed.

B. Call to Order [0:00:05]

1. Pledge of Allegiance

Chair Gretchen Whiting called the meeting to order at 6:30pm. Gary Gasdia led the Pledge of Allegiance.

C. Public Input [0:00:29]

There was no public input.

D. Recognition of Retirees

The School Board and Superintendent Moulis recognized the following retirees for their years of service, with recognition and gifts: Barry Currier (Nottingham West Elementary School), Mary Levesque (Hills Garrison Elementary School), Sue Bureau (Alvirne High School), Joan Blanchard (Alvirne High School) and Dan Wells (Alvirne High School).

E. Presentations to the Board [0:08:22]**1. Teacher of the Year Update (Information)**

Lt. Colonel Cheetham shared his experience as New Hampshire's Teacher of the Year. He spoke of the importance of advocating for education and teachers, advocating for worthy causes such as Title 10 reform and supporting the Alvirne learning community. He mentioned the One Trusted Adult program and nationwide events where he met with other Teachers of the Year, visiting Google and Space Camp in Alabama. He expressed the importance of human interaction and relationships. He is honored to have been a part of the program and is now on the committee to help select the next Teacher of the Year.

2. Washington D.C. Field Trip Update (Information)

Hudson Memorial School trip advisors Kim Bourassa and Leonie Freemantle joined student Danica Weaver shared highlights of the Washington, D.C. trip, which included visiting the U.S. Capitol, various monuments, memorials and the Smithsonian Museum. Eighth graders also toured Colonial Williamsburg and Yorktown. Planning will take place for the next trip, considering new places to visit, and working around the long drive to Williamsburg and Yorktown.

F. New Business [0:40:20]**1. Part-time Grant Writer Position Proposal (Information)**

Assistant Superintendent Kim Organek presented a memo regarding the addition of a part-time grant writer position for the 2023-24 school year. The position would help with timely writing, reporting, seeking out new grant opportunities and the maintenance of grants. Mr. Beals asked how many grants are managed and how many people manage them. There are 10-12 grants currently including ESSER, Title I and IDEA which are overseen by five to six people. Mr. Gasdia asked about the amount of time involved and the benefit to the district. Ms. Burk estimates 20-25 hours per week to manage the current \$4 million in grants and see new grants. The position would be funded by grants themselves, with no benefits included in the position. Ms. Dionne asked, with this position, what does it allow existing staff to do? Current staff has other responsibilities, working with students and/or teachers and typically fulfill grant responsibilities in addition to their regular workday. Mr. Beals asked if the position would be a yearly, recurring position and if other districts have a position like this. Ms. Burk answered the position will be recurring but only if it can be covered by grants. Concord has a full time grant writer and Epping has a part-time position. It was noted that other districts with larger budgets have more staff to help with grant writing.

Ms. Whiting asked for more details about self-funding. Three percent of a grant is used to cover administrative costs. The board asked if the administrative costs are considered revenue and Ms. Burk said the indirect costs are quirky. Mr. Beals suggested offering a stipend for people to do the grant management outside of the work day. Ms. Whiting asked if someone is focused on writing proposals, if the total amount of grants would grow and Ms. Burk said yes, if there is someone to source and manage it. If it doesn't work, it would not continue.

2. Reclassification of Hudson Memorial School's Reading Interventionist (Decision)

Superintendent Moulis and Principal Bowen requested a reclassification of HMS' reading interventionist position to a math interventionist position. Goals for next year include math as a priority due to the volume of needs. This shift in staff will help support students.

Gary Gasdia made a motion to reclassify the HMS reading interventionist position to a math interventionist position. Mike Campbell seconded the motion. Motion passed 5-0.

3. Unified Insights (Decision)

Director of Special Services Rachel Borge and IT Director Kevin Peterson reviewed the request to change software vendors. The Project Aware grant requires the addition of a specific piece of software to track levels of discipline events. This grant expires in one year, yet the data collected is still valuable. The current system does not integrate with the other district software systems so there is duplication of data entry and the potential for less accurate data. Unified Insights is being proposed as a replacement. It works with PowerSchool and can replace Performance Matters as well as SWIS. The total cost is \$24,325.25. PowerSchool ran a promotion to pay the implementation and training fees in year 1, and the software in year 2. It was clarified that data entry will go into PowerSchool as is currently done and Unified Insights will pull data from PowerSchool for reporting, so there is no need to duplicate input as in the past. There will be an ongoing cost of \$10,000 which will be covered by the grant until the 2024-25 school year when it will be moved into the budget. Testing will be done to confirm data is migrated.

Gary Gasdia made a motion to approve changing software vendor from SWIS to Unified Insights. Mike Campbell seconded the motion. Motion passed 5-0.

4. New District Hires (Information)

Superintendent Moulis presented the current list of new hires to the School Board:

- Kelly Gullage – Hills Garrison Elementary School grade 5 teacher
- Madailein Lindsay- Library Street School Kindergarten teacher
- Rich Loftus- Alvirne High School Strategies for Success teacher
- Megan McCue- Library Street School Kindergarten-Grade 1 Special Education teacher
- Kate Murphy – Hudson Memorial School Physical Education teacher
- Robert Gordon – Hudson Memorial School Grade 7 social studies teacher
- Margaret Coish – Library Street School Kindergarten Special education teacher
- Scott Folsom – Hudson Memorial School Mental Health Counselor

G. Old Business [1:51:05]

1. Technology Integration Position to Instructional Coach (Decision)

Ms. Organek presented additional information to reclassify the technology integrator position, which went unfilled this past year, to an instructional coach. There are currently two instructional coaches: one focusing on elementary grades and one focusing on grades 6-12. Coaches support teachers with curriculum, professional development and

alternative certification plans. Next year, approximately 38 teachers (22 from last year and 16 new) will work under alternative certification and need extra support, as they've never taught in a classroom.

Data shared showed the workload of the two coaches this past year and a wait list of teachers needing support. There was a discussion on the data outcome and that although activity was noted, they were looking for a measurable metric such as better test scores as a result of the coaches' work. The total number of hours at the secondary level in which the coaches were in classrooms with educators was around 330. Outside of these hours, they attended PLCs, professional development, faculty meetings, and leadership meetings. Coaches help with teacher retention by offering consistent support, and candidates have mentioned that Hudson, having instructional coaches and mentors, draws applicants to the district for this reason. Instructional coaches include technology integration in their work. The School Board agrees with the concept of instructional coaches but wants more specific key performance indicators and is not inclined to support it at this time. No motion was made.

2. School Board Workshop Follow Up (Discussion)

There will be a School Board workshop during the day on July 17 for items such as long-term planning, facilities, and strategic planning. The regular School Board meeting will be incorporated into that meeting.

The venue will be decided upon at a later date.

H. Policies [2:29:33]

1. First Reading

DJE Bidding Requirement

This is the current policy with proposed changes including a change to the total expenditure requiring a formal bid process, increasing that threshold to anything over \$25,000. In addition, the threshold requiring a minimum of three quotes is increasing to \$15,000. Purchases under \$15,000 will follow sound business practices. There are other wording changes to the policy as well.

IKF High School Graduation Requirements

The current NHSBA version replaces current policy. New items included passing the civics exam and the Federal student need application.

JICDD Student Discipline Out of School Actions

New policy - NHSBA version proposed

2. Second Reading

BIE Board Member Indemnification

EEA Student Transportation Services

EEAEC Student Conduct on School Buses

JICC Student Conduct on School Buses

JLCC Head Lice/Pediculosis

*Maureen Dionne made a motion to approve the policies as presented.
Mike Campbell seconded the motion. Motion passed, 5-0*

I. Recommended Action [2:39:05]

1. Manifests

2. Minutes: May 22, 2023

*Ethan Beals made a motion to approve the minutes of May 22, 2023, as written.
Maureen Dionne seconded the motion. Motion passed 4-0-1 with Gary Gasdia abstaining*

J. Reports to the Board (Information) [2:39:39]**1. Superintendent Report**

Superintendent Moulis reported that there had been various school events including Senior Awards Night; Alvirne sports awards; high school graduation; Nottingham West field day; Library Street kindergarten informational night; NH Excellence in Education Awards where Lt. Col. Cheetham was recognized as Teacher of the Year; World Festival; 8th grade dance; Exploring Your Future series; NEASC review; and a hiring update (34 vacancies).

2. Assistant Superintendent Report

Ms. Organek reported on recognition of mentors; iReady diagnostic completion; Being a Writer, and Magnetic Reading training and summer boot camp.

3. Director of Special Services Report

Ms. Borge reported on events related to the United Way grants in kindergarten and preschool (*My First Book of Emotions for Toddlers* book). Today, a teacher visited her giving thanks for the support she received as a teacher.

4. Business Administrator Report

There was no B.A. report.

K. Committee Reports [2:49:56]

Ms. Whiting noted that the Budget Committee agreed with the schedule for budget review discussed by the School Board previously. It would be a pilot for this year. The expectation was that the district would share budgets prior to Saturday, October 14, 2023. There will be a first review by the School Board on October 16. Scheduled meetings will occur with a wrap-up on November 6. The district will present changes to the Budget Committee for November 8. The workshop was discussed, with the thought of having two separate meetings to discuss policies and laws. The School Board prefers to have an agenda before committing to a workshop.

L. Board of Selectmen - Liaison Comments [2:54:48] - N/A

Ms. Roy was absent.

M. Board Member Comments [2:54:53]

Mr. Campbell congratulated the Class of 2023. Hills Family Scholarship recipients were congratulated: Erin Stevens, Hillary Weston and Mansi Mathur. He chaperoned the Hills second grade field trip to Stone Zoo.

Mr. Gasdia congratulated the Class of 2023. He wished all students good luck at the end of the year. He commended Ethan Beal's planning of the trivia night, a successful event with staff participation from all levels.

Ms. Dionne congratulated the Class of 2023 and students finishing up the school year. Wednesday will be a step-up day for Hills Garrison and Nottingham West with tours of

Hudson Memorial Middle School. She commended the fifth graders who gave tours to second graders.

Ms. Whiting congratulated the Class of 2023, stating it was an honor to give diplomas to the students. She thanked Mr. Beals for putting together the trivia night, commenting that staff enjoyed the event.

N. Non-Public Session per RSA 91-A:3 II a [2:59:00]

At 10pm, Maureen Dionne made a motion to enter into a non-public session per RSA 91-A:3 II a. Ethan Beals seconded the motion. Motion passed 5-0. Roll call vote.

The board discussed a personnel matter.

The SAU staff was dismissed at 10:05pm.

O. Leave Non-Public Session and Adjourn

At 11:01pm, Maureen Dionne made a motion to return to adjourn. Ethan Beals seconded the motion. Motion passed 5-0. Roll call vote.

Submitted by

Susan DeFelice

Non-public submitted by Dan Moulis and Kim Organek