



**HUDSON PUBLIC SCHOOLS**  
155 Apsley Street  
Hudson, Massachusetts 01749  
978.567.6100

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**HUDSON SCHOOL COMMITTEE MEETING**  
**April 9, 2019**  
**155 Apsley Street – Administration Building**  
**7:00 p.m.**

AGENDA

**I. Call to Order**

**II. Approval of Minutes**

Regular Meeting: March 26, 2019

**III. Public Participation:**

*In order to efficiently conduct the business of the School Committee and provide for public input, please keep in mind the following:*

- *Speakers should address their issues and concerns, and avoid personal attacks;*
- *Persons addressing the Committee should refrain from reading long statements. If such statements are considered necessary for background material, then these statements should be furnished to the Committee prior to the meeting; and*
- *Persons addressing the Committee should limit their statements to approximately two minutes.*

**IV. Reports and Presentations**

- a) Report of the Superintendent:
- b) Subcommittee Reports
  - Budget Subcommittee
  - Policy Subcommittee
  - Strategic Goals Subcommittee
  - Superintendent's Evaluation Subcommittee
- c) Student Presentation (if any)

**V. Matters for Discussion:**

- a) Old Business
- b) New Business
  - 1. German Exchange Trip Presentation from Students
  - 2. First Reading of Proposed School Committee Policy : Section J: School Choice



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**VI. Matters for Action:**

a) Old Business

1. Second Reading and Approval of Proposed School Committee Policies: Section G

b) New Business

1. Approval of 2019-2020 School Committee Meeting Dates
2. Approval of the Out of State Field Trip to High Meadow Resort in Granby, CT on May 28, 2019 for the Senior Class Trip
3. Approval of Contract in the amount of \$11,407.00 with National Geographic Learning/ Cengage Learning for Reach Fiction Books
4. Approval of FY19-327 Empowering Educators through Autonomy Planning Grant in the amount of \$29,000.00
5. Approval of FY20-391 SPED Inclusive Preschool Grant in the amount of \$30,000.00
6. Approval of MA DESE: Improving Student Access to Behavioral and Mental Health Services Grant in the amount of \$110,000.00 over two years
7. Approval of gift from The Rail Trail Flatbread Company in the amount of \$1000.00 for the Teacher Mini Grant Program
8. Approval of Reclassification of Funds

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

**VII. Executive Session**

**IX. Adjournment**

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

# Approval of Minutes

March 26, 2019

**Hudson School Committee  
Open Session Minutes**

**Meeting Date:** March 26, 2019

**Location:** 155 Aspley Street

Members present: Glenn Maston, Steven Smith, Elizabeth Hallsworth, Adam Tracy, Nina Ryan, Matthew McDowell, and Michele Tousignant Dufour (7:42 p.m.)

Members absent: None

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

**I. Call the Meeting to Order: 7:02 p.m.**

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

**II. Approval of Minutes:**

Regular Meeting: March 12, 2019

A motion to approve the minutes of March 12, 2019 was made by Mr. Smith and seconded by Ms. Ryan. On a vote of 6-0, the motion passed.

**III. Public Participation:**

Liz Jackson, parent of students at Quinn Middle School and Hudson High School, spoke to the committee about the cut in the athletics budget for FY20. She stated that she understood that there were funds coming from another account, but expressed a concern about getting those funds back into the athletics budget in future years. Dr. Rodrigues stated that this is simply an allocation of resources. This year the district will fund part of the athletics budget with the athletic revolving account. There will be no cuts this year.

Beth Langlois, parent of students at Forest Avenue Elementary School, asked about the respective budgets at the elementary schools and what this meant for students and per pupil expenditure. Dr. Rodrigues stated that during the budget process, the team did not use a per pupil expenditure. Through the zero based budget process, the principals at the schools determined what their greatest needs were. Ms. Hallsworth added that in previous years there have also been these types of variations, so it is possible there is a currently a surplus of some materials at the schools.

**IV. Reports and Presentations**

## **Report of the Superintendent**

- a) **Principal Leadership Institute Update**  
Dr. Rodrigues asked Ms. Kathy Provost, Assistant Superintendent and Ms. Melissa Provost, Farley Elementary School Principal to give an update on the Principal Leadership Institute. The district has been working with Focused Schools for the last year and a half. Our consultant has been working with small groups and at the ILT level. We have able to work across several districts in Massachusetts with the consultant and collaborate with other principals. We have been awarded a state grant in the amount of \$29,600 for collaboration next year. They shared how beneficial being able to collaborate with these other districts has been and noted that this is Professional Development that principals do not normally get
- b) **New District Website Update**  
Dr. Rodrigues gave the following update on the progress on the new District Website:
- We have secured the vendor and will be using School Messenger
  - We have created the basic format and tiers of information
  - Graphic arts students are working with the logo and will be helping with the pictures that will be put on the website
  - We are currently meeting with each department and making the determination of what existing material can be migrated
  - Each school has met with Ms. Ellen Shuck and developed colors, logos, palettes etc.
  - We are looking for the finished product to be very user friendly and have a content driven website.
- Mr. Tracy asked about the search engine and what page someone would be brought to if they search Hudson Public Schools. Dr. Rodrigues responded that the search will bring up the District Webpage first.
- Mr. Smith asked about the timing. Dr. Rodrigues stated that the work currently being done is the most tedious. The committee will receive another update before the end of the school year. Dr. Rodrigues expects work to continue through the summer with the hope that the new website will be ready for the fall.
- c) **Quinn Middle School Principal Search Process**  
Dr. Rodrigues reported that the Quinn Middle School Principal Search process would be posted. He stated that a process similar to the process used for the Hudson High School Principal search will be used. Dr. Rodrigues stated he had a concern about timing and has reached out to his colleagues at Massachusetts Association of School Superintendents. There should be ample time to get quality candidates.
- d) **Attendance Policy Review Committee**  
Dr. Rodrigues stated that we are working on reviewing and revising the J section of the policy manual, which includes the student attendance policy.

A number of district staff are looking at the attendance policy and the guidelines, which will be included in the student handbook. Part of this process includes looking at what other districts do. The committee will need to meet a few more times to finish its work. After the group completes its work, there will be a parent forum and the recommendations will be brought to the policy subcommittee.

e) Quinn Middle School Master Schedule Update

The parent survey will be going out to current parents of grades 4,5,6 students to get feedback about related arts programs. After the survey closes, the committee will look at the results and see how they fit with the draft of the schedule that has been developed so far. The schedule will be refined and presented to the School Committee for approval. This will most likely happen in May.

Dr. Rodrigues shared one other update. The district recently started the mechanism to deliver electronic report cards for Quinn Middle School. Parents have been notified. If a parent would like a hard copy, they may request it.

**Subcommittee Reports**

**Budget Subcommittee**

Mr. Maston reported that there has not been another meeting of the Budget Subcommittee.

**Policy Subcommittee**

Mr. Smith reported that the Policy Subcommittee would be meeting again prior to the next School Committee meeting.

**Strategic Goals Subcommittee**

None

**Superintendent's Evaluation Subcommittee**

None

**Student Report**

None

V. **Matters for Discussion:**

- a) Old Business
- b) New Business

1. **Assabet Valley Collaborative Audit Reprt**

Dr. Rodrigues stated that the laws that govern educational collaboratives mandate the presentation of four reports to the member School Committees. This audit report is the third report to be presented. Each month, the board reviews the financials. The audit report came in with no areas of need for

change or non-compliance.

**2. First Reading of Proposed School Committee Policies: Section G**

Mr. Smith stated that many of these policies under review now, are either covered by collective bargaining agreements or MASC does not currently have a recommended policy. Mr. Maston stated that these proposed policies would be made publicly available for feedback.

Mr. Tracy asked where the subcommittee is with the updating of the policy manual. Dr. Rodrigues said that sections A, B, K and some singletons have been completed. Currently, there is work being done on the G and J sections, which are the largest sections. Ms. Hallsworth pointed out that updating the manual in its entirety has never been done before. Once the manual review and update is complete, updates will only be required when there are MASC updates or a policy change.

**VI. Matters for Action:**

a) Old Business

**1. Approval of Transportation Request for Quote**

Ms. Hallsworth summarized the discussion at the last School Committee meeting. She stated that after this meeting it appeared there are two paths the district could take. One path would be to submit a Request for Quote with no changes, knowing that the busses would continue to be late. The other, would be to adopt the recommended time changes. Ms. Hallsworth went on to ask of the committee might consider a third path of keeping things as is this year, giving us more time to collect more data such as how the busses impact teachers contractual times, parent pick up lines, contractually scheduled teacher meeting times, and the late bus at Quinn and the High School.

Mr. Smith noted that the analysis of busses arriving late has been done using the school end time. He asked if we should be looking at when teachers are contractually done with their responsibilities, which is fifteen minutes after dismissal. He also questioned whether it is better to have busses come in on a rolling time frame instead of having them all arrive five minutes before dismissal. He suggested that adjusting by five minutes instead of fifteen minutes would allow the busses to be gone by the time teachers are done contractually. Discussion ensued.

Discussion ensued about the snowball effect of the busses showing up at Quinn late.

Discussion ensued about the language in the contract. Mr. Tracy discouraged tinkering with the language of the contract because it may put us at a fiscal disadvantage.

Discussion ensued about how on time is defined and whether five minutes would accomplish what we want. Mr. Tracy stated on time means fully loading and leaving to allow after school meetings to occur. He stated that the committee looked at the minimum time to make the maximum impact.

Discussion ensued about the possibility of building flexibility into the contract. Mr. McDowell asked if there was a possibility of putting an arrival window into the contract and the effect of that on accountability.

Discussion ensued about accountability in the RFP and under what conditions we can build this in.

Mr. Maston noted that some of the performance issues are related to substitute drivers. Discussion ensued about whether that may possibly change.

Discussion ensued about the change in mileage for K students from 0.5 mile to 1.0 mile. It was noted that the currently K students that live between 0.5 and 1.0 mile would be eligible for a bus for 1 year only. Additionally, some of these students have siblings that are not eligible for the bus. There is a challenge in execution for families in this radius. Mr. Tracy noted that if the mileage is increased, there would still be exceptions for the areas deemed unsafe to walk.

A motion to amend the proposal of the transportation committee to a five minute elementary schedule change was made by Mr. Smith and seconded by Ms. Ryan. On a vote of 5-2, the motion passed.

A motion to adopt the amended proposal of modifying the elementary start time by 5 minutes, using a 1.0 mile walk radius, and adopting the opt out clause was made by Mr. Smith and seconded by Mr. McDowell. On a vote of 6-1, the motion passed.

b) New Business

**1. Approval of FY20 Budget**

Mr. Smith gave an overview of the budget process to date. The District Leadership Team met to prioritize what they thought was needed for next year and brought this forward to the Budget Subcommittee.

Ms. Tousignant Dufour asked what the process is for determining what happens if the transportation bid comes in over what has been budgeted. Dr. Rodrigues responded that the district will have to look at the add ons in the budget and determine what needs to be cut.

He said that the team is proud of the budget that has been submitted. He stated that it protects the integrity of what we currently have while



continuing to grow and continuing to follow our stabilization plan.

He noted the establishment of a Special Education Stabilization account request on the town warrant in May.

Dr. Rodrigues recognized Sharon Gooch- Zebal, Denise Reid, and Cristy Morrison for their work behind the scenes on putting the budget book together.

Ms. Tousignant Dufour expressed her thanks for the budget book. She stated that she can go to the book, find what she needs and defend what is there if needed.

Mr. Tracy encouraged all to read the Executive Summary. It is a great snapshot of the district and paints a picture of where the district is and how we are going to grow.

Mr. Maston recommended that the School Committee approve the recommended FY20 School Budget personnel line of \$32,559,245.00. A motion to approve the recommended FY20 School Budget personnel line of \$32,559,245.00 was made by Ms. Tousignant Dufour and seconded by Mr. McDowell. On a vote of 7-0, the motion passed.

Mr. Maston recommended that the School Committee approve the recommended FY20 School Budget general expense line of \$7,199,490.00. A motion to approve the recommended FY20 School Budget general expense line of \$7,199,490.00 was made by Ms. Tousignant Dufour and seconded by Mr. Tracy. On a vote of 7-0, the motion passed.

Mr. Maston recommended that the School Committee approve the recommended FY20 School Budget transportation line of \$2,300,000.00. A motion to approve the recommended FY20 School Budget transportation line of \$2,300,000.00 was made by Ms. Hallsworth and seconded by Mr. Smith . On a vote of 7-0, the motion passed

**2. Approval of Last Day of School for Kindergarten 2018-2019 and 2019-2020**

Dr. Rodrigues stated that the elementary schools require three full days at the end of the school year for screening of the incoming elementary students. They also use the last day of school (1/2 day) for class placement. This requires a change in the published calendar for both 2018-19 and 2019-20.

A motion to approve a calendar change for the last day of school for Kindergarten for 2018-2019 and 2019-2020 was made by Ms. Tousignant Dufour and seconded by Mr. Smith. On a vote of 7-0, the motion passed.

**3. Approval of the FY19 DOE Title I Grant increased allocation of \$374.00**

A motion to approve the FY19-DOE Title I Grant increased allocation in the amount of \$374.00 was made by Ms. Tousignant Dufour and seconded by Mr. Smith. On a vote of 7-0, the motion passed.

**4. Approval of the FY19-140 Title II Grant increased allocation of \$466.00**

A motion to approve the FY19-140 Title II Grant increased allocation in the amount of \$466.00 was made by Mr. Smith and seconded by Ms. Ryan. On a vote of 7-0, the motion passed.

**5. Approval of the FY19-240 SPED IDEA Grant increased allocation of \$4890.00**

A motion to approve the FY19-240 SPED IDEA Grant increased allocation in the amount of \$4890.00 was made by Mr. Tracy and seconded by Ms. Ryan. On a vote of 7-0, the motion passed.

**6. Approval of Reclassification of Funds**

A motion to approve the reclassification of funds as presented was made by Mr. Tracy and seconded by Ms. Hallsworth. On a vote of 7-0, the motion passed.

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

Mr. Smith asked what is needed to formally kick off looking at the start time at Hudson High School. Dr. Rodrigues stated that this can be in the queue for next year. He stated that there are some things, which need to be considered, including athletics, jobs, and caring for younger siblings. Dr. Rodrigues also said that we will look at surrounding cities and towns that have done this. He stated that this should go to the Strategic Goals subcommittee. They can come up with a roadmap to present to the full committee.

Mr. Maston stated that MASC is holding a couple of meetings on this topic. There is one April 6 in Marlboro.

**VIII. Executive Session**

At 8:29 p.m. Committee Chair, Glenn Maston, noted that Executive Session was needed for the following reasons:

- 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.
- b) To conduct strategy sessions in preparation with union personnel (Hudson School Secretarial Association) because an open session may have a detrimental effect on the legal position of the Committee.

*Not Approved*

Vote by roll call:

Mr. Maston	Yes
Mr. Smith	Yes
Ms. Hallsworth	Yes
Mr. Tracy	Yes
Ms. Ryan	Yes
Mr. McDowell	Yes
Ms. Tousignant Dufour	Yes

IX. **Adjournment**


At 8:29 p.m. Committee Chair, Glenn Maston, announced that the Committee would enter Executive Session and not return to Public Session.

Respectfully submitted,

Elizabeth Hallsworth, Secretary  
Hudson School Committee

# Report of the Superintendent

- Hudson Public Schools Awards for Excellence
- Mini- Grants for Teachers
- Kindergarten Open House – Class of 2032
- Jason Medeiros- New Hudson High School  
Principal



APRIL 9, 2019

# Hudson Public Schools

## REPORT OF THE SUPERINTENDENT

MARCO C. RODRIGUES, ED.D.


SUPERINTENDENT EVALUATION RUBRIC

Standard I: Indicators A, B,

Standard II: Indicator B

Standard III: Indicator A

Standard IV: Indicators A, D, E



### I. HUDSON PUBLIC SCHOOLS AWARDS FOR EXCELLENCE

The Administration has been working with representatives from each employee organization to discuss the establishment of an end-of-year event dedicated to celebrating our employees, volunteers, and partners whose dedication and commitment benefit our students and families each and every day.

The group met two times 10/25/18 and 2/28/19 to plan an event that would:

- Recognize employees, of various work discipline, for their outstanding contributions based on a nomination process
- Recognize non-employees for their outstanding contributions based on a nomination process
- Recognize this year's retirees
- Recognize employees reaching 30, 35, and 40 years of service

As a result of this group's work, the District announced on April 3<sup>rd</sup> the Hudson Public Schools Awards for Excellence ceremony to be held at Quinn Middle School on Thursday, June 6, 2019 from 6:00pm to 7:30pm.

The Awards for Excellence will recognize the following employee and non-employee categories:

1. The ***Faculty and Staff Member of the Year Award*** recognizes staff and faculty for their distinguished achievement, dedication, commitment, and significant contribution(s) to the Hudson community. From all nominees, there will be one recipient for each category noted below:
  - *Administrator*
  - *Teacher*
  - *Instructional Support Staff*
  - *Nurse*
  - *Custodian*
  - *Secretary*
  - *Support Staff*
2. The ***Darcia Constantine Award for Paraeducator Excellence***, in honor of Darcia, recognizes a Paraeducator for making a difference in the District. From all nominees, one finalist will be selected to receive this award.

- The ***Hudson Hero's Award*** recognizes volunteers and partners for their extraordinary contributions to the Hudson Public Schools Community. The award can be given to an individual or a team. Each building may nominate one candidate. From these nominees, one finalist will be selected to receive this award.

We are excited to share this celebratory evening with friends and families of the award recipients.

## II. MINI-GRANTS FOR TEACHERS

Through the Corporate Partnership Program, the District secured \$4,000 to fund the Mini-Grants for Teachers Program. The mini-grant program provides funding for teachers to implement new teaching methods and techniques that fosters high order thinking, problem solving, and service learning for students.

Based on a competitive selection process, eleven teachers submitted applications describing innovative practices for their classrooms. Eight teachers were awarded \$500 in funds to support their efforts. We congratulate the award recipients for their innovation and creativity that will allow for outstanding classroom activities for our students.

Project Description	Recipients
<p><b>Discourse Boxes</b></p> <p>First grade box creation to encourage communication skills transferable to content areas and home conversations. Students will learn how to work toward collaborating as a team, take turns, share ideas, and agree and disagree respectfully.</p>	<p><b>Angela Ryll</b> <b>Mulready Elementary School</b></p>
<p><b>Kindergarten Sensory Path</b></p> <p>Creation of sensory learning paths that will provide kinesthetic movement breaks that benefit learning and self-regulation for all students. Path will consist of a variety of learning and gross motor movements for sensory awareness.</p>	<p><b>Kristin Charbonneau,</b> <b>Samantha Burnes,</b> <b>Jillian Carignan</b></p> <p><b>Farley Elementary School</b></p>
<p><b>Creating Digital Portfolios</b></p> <p>Fourth grade students will use tablets to create a digital portfolio and use an on-line platform called SeeSaw. Project targets reflection, family communication, making student thinking visible, and integration of technology into the curriculum.</p>	<p><b>Coleen Garofalo</b> <b>Mulready Elementary School</b></p>

<p><b>Absent? No Problem!</b></p> <p>Short videos will be created daily by the classroom teacher (via a purchased GoPro camera) to be uploaded to the EdPuzzle website. This video of a daily lesson will be accessible to any student who is absent, or a student who may need a lesson repeated for reinforcement.</p>	<p><b>Rebecca Tkachuk</b> <b>Quinn Middle School</b></p>
<p><b>Creating Digital Portfolios</b></p> <p>Fourth grade students will use tablets to create a digital portfolio and use an online platform called SeeSaw. Project targets reflection, family communication, making student thinking visible, and integration of technology into the curriculum.</p>	<p><b>Katie Paoletta</b> <b>Mulready Elementary School</b></p>
<p><b>STEAM Drama Project</b></p> <p>STEAM Drama club engaged in a year-long project will create an original production and create set designs, costumes, lights, sound, and props to enhance storytelling. Funds will defray the cost of set creation.</p>	<p><b>Sarah Worrest</b> <b>Farley Elementary School</b></p>
<p><b>Cultivate Care Farms</b></p> <p>Students in the Bridge Program will attend session at Cultivate Care Farms in Bolton to grow therapeutically through mental health, wellness, and community outreach programming. This project aims to increase mental and physical health among participants.</p>	<p><b>Maureen Principe</b> <b>Hudson High School</b></p>
<p><b>Drums Alive</b></p> <p>Elementary Music and Physical Education: This dual taught unit applies physical fitness, music concepts, kinesthetic awareness, neuromuscular skills, and social/emotional learning through the use of a physioball.</p>	<p><b>Ashley Steinhaus</b> <b>Mulready Elementary School</b></p>

This program was made possible through the generous donations from the Rotary Club (\$3,000) and Rail Trail Restaurant (\$1,000).

**III. KINDERGARTEN OPEN HOUSE – CLASS OF 2032**

Following last year’s successful Kindergarten open house event, we are proud to announce this year’s Class of 2032 - Kindergarten Open House to be held at Quinn Middle School on Wednesday, May 1, 2019. Incoming Kindergarten parents will receive an invitation soon with more details regarding the event.



#### **IV. JASON MEDEIROS – NEW HUDSON HIGH SCHOOL PRINCIPAL**

Through a thorough selection process, Mr. Jason Medeiros has been chosen as the new Principal for the Hudson High School. Mr. Medeiros will transition into Hudson effective July 1, 2019 from Lincoln-Sudbury Regional High School where he is currently serves as the Associate Principal (2012-2019). Prior to assuming this leadership position, Mr. Medeiros was an English Teacher at Lincoln-Sudbury Regional High School from 2005 to 2012.

Mr. Medeiros holds a Bachelor of Arts from Dartmouth College, a Master of Arts from Stanford University, and is currently pursuing a Doctor of Education degree at Boston College. Mr. Medeiros has been highly recommended by all references and he is looking forward to assuming this new role.

Please join me in welcoming Mr. Jason Medeiros as the new educational leader for Hudson High School.

# Matters for Discussion

## New Business

### 1.) German Exchange Trip

## Matters for Discussion

### New Business

- 2.) First Reading of Proposed School Committee Policy: Section J: School Choice

The Sub-Committee on Policy is conducting a review of the existing Policy Manual. The Sub-Committee is using the Massachusetts Association of School Committee’s (MASC) Policy Manual recommendations as the baseline for the review. The proposed changes or new policy adoptions are indicated under the “Proposed Change or New Policy” column below with new language **bolded** and deleted language underlined and bolded and in **red**.

## SECTION J – STUDENTS

Section	Existing Policy	Proposed Change or New Policy
JFABB	<p><b>ENROLLMENT OF CHILDREN OF EMPLOYEES</b></p> <p>The legal children of full-time employees of the Hudson Public Schools who do not reside in Hudson may enroll in the school district, subject to the enrollment requirements for all students. In addition, legal children of full-time employees of our affiliated CHAPS program and the Hudson-Maynard Adult Learning Center may also enroll subject to the same definitions and requirements. Placement of students in a specific elementary school is subject to enrollment as determined by the Superintendent of Schools.</p> <p>If employment terminates for an employee, the former employee’s child enrolled under this policy must attend school in his/her district of residence.</p> <p>The former employee may apply for enrollment of his/her child in the Hudson Public Schools under the Massachusetts School Choice law. (M.G.L. Chapter 76, Section 12B).</p>	<p><b>ENROLLMENT OF CHILDREN OF EMPLOYEES</b></p> <p><b>The legal children of full-time employees of the Hudson Public Schools who do not reside in Hudson may enroll in the school district, subject to the enrollment requirements for all students. In addition, legal children of full-time employees of our affiliated CHAPS program and the Hudson-Maynard Adult Learning Center may also enroll subject to the same definitions and requirements. Placement of students in a specific elementary school is subject to enrollment as determined by the Superintendent of Schools.</b></p> <p><b>If employment terminates for an employee, the former employee’s child enrolled under this policy must attend school in his/her district of residence.</b></p> <p><b>The former employee may apply for enrollment of his/her child in the Hudson Public Schools under the Massachusetts School Choice law. (M.G.L. Chapter 76, Section 12B).</b></p> <p><b>The District does not provide transportation to students enrolled under this policy. Transportation to and from school and activities is</b></p>

	<p>The District does not provide transportation to students enrolled under this policy. Transportation to and from school and activities is the sole responsibility of the employee.</p> <p>Adopted by the Hudson School Committee: April 13, 2010</p> <p>Amended by the Hudson School Committee: February 15, 2012</p>	<p><b>the sole responsibility of the employee.</b></p> <p><b>Adopted by the Hudson School Committee: April 13, 2010</b></p> <p><b>Amended by the Hudson School Committee: February 15, 2012</b></p>
<p><b>JFBB</b></p>		<p><b>JFBB - SCHOOL CHOICE</b></p> <p>It is the policy of this School District to admit non-resident students under the terms and conditions of the Interdistrict School Choice Law and under the following local conditions:</p> <ol style="list-style-type: none"> <li>1. That by May 1 of every school year, the administration will determine the number of spaces in each school available to choice students.</li> <li>2. That by June 1 of every school year, if consideration is being given to withdraw from the provisions of the choice law, a public meeting will be held to review this decision.</li> <li>3. That resident students be given priority placement in any classes or programs within the District.</li> <li>4. That the selection of non-resident students for admission be in the form of a random drawing when the number of requests exceeds the number of available spaces. There will be two drawings for this purpose. The first will take place during the last week of the current school year but no later than July 1st. The second will be conducted during the week immediately preceding the opening of the next school year and will be based on the possibility of unexpected additional openings.</li> </ol>

		<p>5. Any student who is accepted for admission under the provisions of this policy is entitled to remain in the District until graduation from high school except if there is a lack of funding of the program.</p> <p>6. The School Committee affirms its position that it shall not discriminate in the admission of any child on the basis of race, color, religion, national origin, sex, gender identity, age, homelessness, sexual orientation, ancestry, athletic performance, physical handicap, special need, pregnancy, pregnancy related condition, academic performance or proficiency in the English language.</p> <p>SOURCE: MASC March 2018</p> <p>LEGAL REFS.: M.G.L.<a href="#">71:6</a>; <a href="#">71:6A</a>; <a href="#">76:6</a>; <a href="#">76:12</a>; <a href="#">76:12B</a></p> <p>BESE Regulations 603 CMR <a href="#">26:00</a></p>
<p><b>JFBB-1</b></p>	<p><b>JFBB-1 - SCHOOL CHOICE</b></p> <p>It is the policy of this school district <b>not</b> to admit non-resident students under the terms and conditions of the Interdistrict School Choice Law (M.G.L 76:12B). This decision must be reaffirmed annually prior to June 1<sup>st</sup> by a vote of the School Committee following a public hearing. In the event the School Committee votes to participate, the following local conditions would apply:</p> <ol style="list-style-type: none"> <li>1. That by May 1 of every school year, the administration will determine the number of spaces in each school available to choice students.</li> <li>2. That by June 1 of every school year, a public hearing will be held to review participation in the school</li> </ol>	<p><b>JFBB-1 - SCHOOL CHOICE</b></p> <p><b>It is the policy of this school district not to admit non-resident students under the terms and conditions of the Interdistrict School Choice Law. This decision must be reaffirmed annually prior to June 1st by a vote of the School Committee following a public hearing. In the event the School Committee votes to participate, the following local conditions would apply:</b></p> <ol style="list-style-type: none"> <li><b>1. That by May 1 of every school year, the administration will determine the number of spaces in each school available to choice students.</b></li> <li><b>2. That by June 1 of every school year, a public hearing will be held to review participation in the school choice program.</b></li> </ol>

choice program.

3. That resident students be given priority placement in any classes or programs within the district.
4. That the selection of non-resident students for admission when the number of requests exceeds the number of available spaces be in the form of a random drawing. There will be two drawings for this purpose. The first will take place during the last week of the current school year but no later than July 1st. The second will be conducted during the week immediately preceding the opening of the next school year and will be based on the possibility of unexpected additional openings.
5. Any student who is accepted for admission under the provisions of this policy is entitled to remain in the district until graduation from high school except if there is a lack of funding of the program.
6. The School Committee affirms its position that it shall not discriminate in the admission of any child on the basis of race, color, religious creed, national origin, sex, gender identity, age, sexual orientation, homelessness, ancestry, athletic performance, physical handicap, special need, academic performance or proficiency in the English Language.

SOURCE: MASC October 2016

LEGAL REFS.: M.G.L. 71:6; 71:6A; 76:6; 76:12; 76:12B

BESE Regulations 603 CMR 26:00

*Approved by Hudson School Committee- April 24, 2018*

**3. That resident students be given priority placement in any classes or programs within the district.**

**4. That the selection of non-resident students for admission when the number of requests exceeds the number of available spaces be in the form of a random drawing. There will be two drawings for this purpose. The first will take place during the last week of the current school year but no later than July 1st. The second will be conducted during the week immediately preceding the opening of the next school year and will be based on the possibility of unexpected additional openings.**

**5. Any student who is accepted for admission under the provisions of this policy is entitled to remain in the district until graduation from high school except if there is a lack of funding of the program.**

**6. The School Committee affirms its position that it shall not discriminate in the admission of any child on the basis of race, color, religious creed, national origin, sex, gender identity, age, sexual orientation, homelessness, ancestry, athletic performance, physical handicap, special need, pregnancy, pregnancy related condition, academic performance or proficiency in the English language.**

**SOURCE: MASC March 2018**

**LEGAL REFS.: M.G.L. 71:6; 71:6A; 76:6; 76:12; 76:12B**

**BESE Regulations 603 CMR 26:00**

## Hudson Public Schools

### School Choice Program 2019-2020

The Hudson Public Schools participates in the Massachusetts School Choice program and the School Committee approves student enrollment under the Inter-District School Choice program annually. The Inter-District School Choice program allows parents/guardians to send their children to schools in communities other than the city or town in which they reside.

For the 2019-2020 school year, the Administration recommends the following guidelines:

- Student enrollment in the Inter-District School Choice program is based on availability.
- Parent/guardian is responsible for transportation to the District school.
- Grades K through 11 students are eligible to participate in the program as follows:

- Farley Elementary School

Kindergarten	Grade 1	Grade 2	Grader 3	Grade 4
2	1	2	0	2

- Forest Ave Elementary School

Kindergarten	Grade 1	Grade 2	Grader 3	Grade 4
2	0	0	1	4

- Mulready Elementary School

Kindergarten	Grade 1	Grade 2	Grader 3	Grade 4
2	4	0	6	6

- Quinn Middle School

5	6	7
5	3	3

- Hudson High School

8	9	10	11
Based on availability			

- Students accepted into the Inter-District School Choice program may apply for schools on the same basis as resident students. However, the Intra-District Choice program may give preference to Hudson resident students when assigning students to schools.



Matters for Action  
Old Business

- 1.) Second Reading and Approval of  
Proposed School Committee Policies:  
Section G

# HUDSON PUBLIC SCHOOLS

POLICY MANUAL REVIEW

2018-2019

The Sub-Committee on Policy is conducting a review of the existing Policy Manual. The Sub-Committee is using the Massachusetts Association of School Committee's (MASC) Policy Manual recommendations as the baseline for the review. The proposed changes or new policy adoptions are indicated under the "Proposed Change or New Policy" column below with new language **bolded** and deleted language underlined and bolded and in **red**.

## SECTION G – PERSONNEL

Section	Existing Policy	Proposed Change or New Policy
GCIA	none	<p data-bbox="947 618 1377 651"><u><b>Philosophy of Staff Development</b></u></p> <p data-bbox="947 691 1976 849"><u><b>All staff members will be encouraged in and provided with suitable opportunities for the development of increased competencies beyond those they may attain through the performance of their assigned duties and assistance from supervisors.</b></u></p> <p data-bbox="947 894 1934 971"><u><b>Opportunities for professional growth may be provided through such means as the following:</b></u></p> <ol data-bbox="1045 1016 1902 1292" style="list-style-type: none"><li data-bbox="1045 1016 1902 1130"><u><b>1. Planned in-service programs and workshops offered within the school district from time to time; these may include participation by outside consultants.</b></u></li><li data-bbox="1045 1175 1902 1292"><u><b>2. Membership on curriculum development committees drawing personnel from within and without the school district.</b></u></li></ol>

		<p><b><u>3. Released time for visits to other classrooms and schools and for attendance at conferences, workshops, and other professional meetings.</u></b></p> <p><b><u>4. Leaves of absence for graduate study, research, and travel.</u></b></p> <p><b><u>5. Partial payment of tuition for approved courses.</u></b></p> <p><b><u>The Superintendent will have authority to approve or deny released time for conferences and visitations and reimbursements for expenses, provided such activities are within budget allocations for the purpose.</u></b></p> <p><b><u>SOURCE: MASC</u></b></p> <p><b><u>NOTE: Related policies in a school district's manual might include those on Fringe Benefits (if tuition refunds are included), Leaves and Absences (if these include leave for conferences and workshops, professional development, or sabbaticals). Cross references should be provided to such statements.</u></b></p>
GCJ	none	<p><b><u>Professional Teacher Status</u></b></p> <p><b><u>The Superintendent, upon recommendation of the Principal, may award such status to a teacher who has served in the Principal's school for not less than one year or a teacher who has obtained such status in any other public school district in the Commonwealth. The Superintendent will base their decisions on</u></b></p>

the results of evaluation procedures conducted according to Committee policy.

At the end of each of the first three years of a teacher's employment, it will be the responsibility of the Superintendent to notify each employee promptly in writing of the decision on reappointment. Notification to a teacher not being reappointed must be made by June 15 or at an earlier date if required by a collective bargaining agreement.

A teacher who attains professional teacher status will have continuous employment in the service of the school district subject to satisfactory evaluations. A teacher with professional teacher status whose position is abolished by the School Committee may be continued in the employ of the school district in another position for which they are legally qualified.

Nothing in these provisions will be considered as restricting the Superintendent from changing teaching assignments or altering or abolishing supervisory assignments except that, by law, no teacher may be assigned to a position for which they are not legally qualified.

Established by law and Committee policy

SOURCE: MASC September 2016

LEGAL

REFS.: M.G.L. 71:38; 71:38G; 71:38H; 71:41; 71:42; 71:43

		<p style="text-align: center;"><b><u>NOTE: Regional school districts should cite M.G.L. 71:42B at this code.</u></b></p>
GCJA	<p><b>Seniority for Teaching Personnel</b></p> <p>Seniority shall be defined as the length of continuous employment under contract as a professional employee in the Hudson Public Schools, measured from the first day for which compensation was received as a professional employee.</p> <p>Prior employment within a federally funded project, or as a “permanent substitute” (as defined in policy <i>GDI</i>) shall not be credited toward establishing seniority.</p> <p>Adopted by the Hudson School Committee: January 13, 1981</p>	<p><b><u>Seniority for Teaching Personnel</u></b></p> <p><b><u>Seniority shall be defined as the length of continuous employment under contract as a professional employee in the Hudson Public Schools, measured from the first day for which compensation was received as a professional employee.</u></b></p> <p><b><u>Prior employment within a federally funded project, or as a “permanent substitute” (as defined in policy <i>GDI</i>) shall not be credited toward establishing seniority.</u></b></p> <p><b><u>Adopted by the Hudson School Committee: January 13, 1981</u></b></p>
GCJB	<p><b>Seniority for Administrative Personnel</b></p> <p>Seniority shall be defined as the length of continuous employment under contract as a professional employee in the Hudson Public Schools, measured from the first day for which compensation was received as a professional employee under contract,</p> <p>Prior employment within a federally funded project shall not be credited toward</p>	<p><b><u>Seniority for Administrative Personnel</u></b></p> <p><b><u>Seniority shall be defined as the length of continuous employment under contract as a professional employee in the Hudson Public Schools, measured from the first day for which compensation was received as a professional employee under contract,</u></b></p> <p><b><u>Prior employment within a federally funded project shall not be credited toward establishing seniority.</u></b></p>

	<p>establishing seniority.</p> <p>Adopted by the Hudson School Committee: January 13, 1981</p>	<p><u>Adopted by the Hudson School Committee: January 13, 1981</u></p>
GCK	<p><u>Assignment and Transfer</u></p> <p><u>The Superintendent shall make all assignments and transfers of personnel, all assignments and transfers, however, being within the limits of state certification allowance,</u></p> <p><u>The Superintendent shall report all assignments and transfers in personnel to the School Committee.</u></p> <p><u>Adopted by the Hudson School Committee: January 13, 1981</u></p>	<p><u>Professional Staff Assignments and Transfers</u></p> <p><u>The basic consideration in the assignment of professional staff members will be the needs of the students and the instructional program.</u></p> <p><u>Therefore, the assignment and transfer of professional staff members will be accomplished by the Superintendent on the basis of the employee's qualifications, the needs of the school district, and the employees' expressed desires.</u></p> <p><u>Care will be exercised by the Superintendent to assure that all schools are staffed with effective teachers.</u></p> <p><u>Within an individual school, the building administrator will have the authority to assign classes and courses, provided this is done with full regard for the teacher's area of certification and the policies delineated above.</u></p> <p><u>SOURCE: MASC</u></p> <p><u>CONTRACT REF.: Teachers' Agreement</u></p>

GCO	none	<p><b><u>EVALUATION OF PROFESSIONAL STAFF</u></b></p> <p><b><u>In order to assure a high quality of teacher and administrator performance and to advance the instructional programs of the schools, a continuous program for teacher and administrator evaluation will be established by the School Committee. Regular reports will be made to the Superintendent concerning the outcomes of these evaluations.</u></b></p> <p><b><u>The evaluation process will include:</u></b></p> <ol style="list-style-type: none"><li><b><u>1. The development and periodic review of techniques and procedures for making evaluations.</u></b></li><li><b><u>2. Interpretation of the information gained in the evaluative process in terms of the objectives of the instructional program.</u></b></li><li><b><u>3. The application of the information gained to the planning of staff development and in-service training activities, which are designed to improve instruction and increase teacher competence.</u></b></li></ol> <p><b><u>The evaluation process will include self-evaluation, supervisor initiated observations, and teacher initiated observations.</u></b></p> <p><b><u>The formal evaluations will be written and will be discussed by the supervisor and the person being evaluated. The discussions may either precede or follow the writing of the evaluation document. Copies of the written document will be signed by both parties and incorporated into the personnel files of the teacher or administrator. In addition, the individual and his department</u></b></p>
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		<p><u>chairman (if applicable) will receive a signed copy. The signature should indicate that the evaluation has been read and discussed.</u></p> <p><u>The written evaluation should be specific in terms of the person's strengths and weaknesses. Those areas where improvement is needed should be clearly set forth and recommendations for improvement should be made. Subsequent evaluations should address themselves to any improvement or to any continuing difficulty that is observed.</u></p> <p><u>SOURCE: MASC</u></p> <p><u>LEGAL REF.: M.G.L. 69:1B; 71:38; 71:38Q; 150E; 152B</u></p> <p><u>603 CMR 35:00</u></p> <p><u>CONTRACT REF.: Teachers' Agreement</u></p>
GCQD	none	<p><u>RESIGNATION OF PROFESSIONAL STAFF MEMBERS</u></p> <p><u>Professional staff members may discontinue their service in the school district during the school year by submitting a written notice of intent to resign to the appropriate hiring authority.</u></p> <p><u>Such written notice of intent to resign will be given to the Superintendent. The staff member will be notified in writing of the Superintendent's action on the resignation.</u></p> <p><u>When a resignation is accepted by the Superintendent the employee may be expected to continue in service at his or her assigned duties for a period of 30 days after submission of the resignation.</u></p>



		<p><b><u>SOURCE: MASC</u></b></p>
<p><b>GCQE</b></p>	<p>none</p>	<p><b><u>RETIREMENT OF PROFESSIONAL STAFF MEMBERS</u></b></p> <p><b><u>Annually, the Superintendent will inform the Committee of the professional staff members who have indicated their intention to retire at the end of the current school year. No further School Committee action is necessary unless approval is needed for the payment of or participation in continued local benefits.</u></b></p> <p><b><u>SOURCE: MASC</u></b></p> <p><b><u>LEGAL REF.: Age Discrimination in Employment Law, P.L. 95-256</u></b></p> <p><b><u>CONTRACT REF.: Teachers' Contract</u></b></p> <p><b><u>NOTE: Under Massachusetts law (Teachers' Retirement Act), all professional personnel participate in a teachers' retirement plan, which provides several options on time of retirement and benefits granted to those who retire. It also sets limitations on the number of days a retired employee may be re-employed annually on a temporary basis by the school district. Temporary employment up to 90 days or 720 hours per calendar year is permitted at the discretion of the employer.</u></b></p>

GCQF	none	<p><b><u>SUSPENSION AND DISMISSAL OF PROFESSIONAL STAFF MEMBERS</u></b></p> <p><b><u>The Superintendent will strive to assist personnel to perform their duties efficiently. However, the Superintendent may dismiss any employee in accordance with state law. Further, the Committee recognizes the constitutional rights of the District's employees and assures them the protection of due process of law. To guarantee such rights, a system of constitutionally and legally sound procedures will be followed in each case of suspension or dismissal of an employee.</u></b></p> <p><b><u>When the Superintendent or a Principal determines that sufficient cause exists that a professional employee be suspended or dismissed from service in the school district, he or she will:</u></b></p> <ol style="list-style-type: none"> <li><b><u>1. Be certain that each such case is supported by defensible records.</u></b></li> <li><b><u>2. Determine if the individual is to be suspended immediately with the understanding that the suspension will be subject to restoration of salary and position if an appeal is decided in favor of the individual.</u></b></li> <li><b><u>3. Follow the procedures for dismissal or suspension that are contained in applicable laws as well as those included in the current agreement with the teachers' bargaining unit.</u></b></li> <li><b><u>4. Provide the individual involved with a written statement that will:</u></b></li> </ol>
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		<p><b><u>a. Indicate whether the action the Superintendent is taking is dismissal or suspension.</u></b></p> <p><b><u>b. State the reason for the suspension or dismissal.</u></b></p> <p><b><u>c. Guarantee that all procedures will be in accordance with due process of law.</u></b></p> <p><b><u>d. Inform employees who have a right to request a hearing under appropriate laws that they may be represented at such a hearing by counsel of their choice.</u></b></p> <p><b><u>SOURCE: MASC September 2016</u></b></p> <p><b><u>LEGAL REFS.: M.G.L. 71:42; 71:42D</u></b></p>
GCRA	<p><b>Tutors</b></p> <p><b>The Hudson Public Schools shall employ as deemed necessary, individuals who are certified as teachers by the Department of education of the Commonwealth of Massachusetts to serve as tutors in the regular public school program or in federal projects, at the specific rates of pay designated within the appropriate contract or project.</b></p> <p><b>Tutors may work independently with individual students or groups of youngsters. Tutors may report to parents concerning the students' progress in accord with school department procedures. Close coordination between the tutor and regular classroom teacher shall be encouraged.</b></p>	<p><b><u>Tutors</u></b></p> <p><b><u>The Hudson Public Schools shall employ as deemed necessary, individuals who are certified as teachers by the Department of education of the Commonwealth of Massachusetts to serve as tutors in the regular public school program or in federal projects, at the specific rates of pay designated within the appropriate contract or project.</u></b></p> <p><b><u>Tutors may work independently with individual students or groups of youngsters. Tutors may report to parents concerning the students' progress in accord with school department procedures. Close coordination between the tutor and regular classroom teacher shall be encouraged.</u></b></p>

	<p>Adopted by the Hudson School Committee: January 13, 1981</p>	<p><u>Adopted by the Hudson School Committee: January 13, 1981</u></p>
<p>GCRD</p>	<p>none</p>	<p><b>TUTORING FOR PAY</b></p> <p><b><u>Definition:</u> "Tutoring" means giving private instruction or help to an individual or group for which the teacher receives remuneration other than through the School Committee.</b></p> <p><b>A teacher cannot recommend that one of his or her own students get tutoring, and then be paid to tutor that same student in a second job.</b></p> <p><b>A teacher may not tutor students who are currently in their class. Even if the teacher does not recommend that the current student receive private tutoring, the teacher should not tutor current students.</b></p> <p><b>Teachers and other public employees may not approach a student, or the student's parents/guardians, seeking private tutoring work. A teacher may provide tutoring when the relationship is initiated by the parents/guardians or a student, but, if the student is, or in the future may be, under the teacher's authority, the teacher will need to provide a written disclosure.</b></p>

		<p><b>A teacher cannot use school resources such as classrooms or materials in connection with a private tutoring business. A public school employee cannot use a school or district website to advertise private tutoring services. Schools cannot send home brochures for a particular tutoring service with the children.</b></p> <p><b>Tutoring is not to be recommended for a student unless the appropriate teacher of the student involved is consulted and agrees that it will be of real help. If tutoring seems advisable, the Principal may give the parents/guardians a list of persons who are willing to tutor. This list may include teachers, but not the student's teacher of the subject in which he or she is to be tutored.</b></p> <p><b>Tutoring for pay is not to be done in the school building.</b></p> <p><b>LEGAL REF: M. G. L. <a href="#">268A</a> Mass. Ethics Commission FAQs for Public School Teachers</b></p> <p><b>SOURCE: MASC 2013</b></p> <p><b>NOTE: A teacher cannot tutor in their own district if the district is going to pay for the tutoring unless the district has included a provision in the teachers' collective bargaining agreement providing a set amount of extra pay for tutoring by teachers that will be included in the teachers' regular paychecks.</b></p>
GCS	<p><b>Publication of Articles</b></p> <p><b>Staff members submitting articles for publication as part of their employment in which the Hudson Public Schools are mentioned shall submit manuscripts to the</b></p>	<p><b><u>Publication of Articles</u></b></p> <p><b><u>Staff members submitting articles for publication as part of their employment in which the Hudson Public Schools are mentioned shall submit manuscripts to the Superintendent of Schools prior to submission to a publication for consideration.</u></b></p>

	<p>Superintendent of Schools prior to submission to a publication for consideration.</p> <p>Adopted by Hudson School Committee: January 13, 1981 Amended by Hudson School Committee: October 12, 2004</p>	<p><u>Adopted by Hudson School Committee: January 13, 1981</u> <u>Amended by Hudson School Committee: October 12, 2004</u></p>
GDA		<p><u>SUPPORT STAFF POSITIONS</u></p> <p><u>Education is a cooperative enterprise in which all employees of the school district must participate intelligently and effectively for the benefit of the children. This school district will employ support staff members in positions that function to support the education program.</u></p> <p><u>All support staff positions will be established initially by the Committee. In each case, the Superintendent will submit for the Committee's consideration and action a job description or job specifications for the position.</u></p> <p><u>Although positions may remain temporarily unfilled or the number of persons holding the same type of position reduced in event of de-staffing requirements, only the Committee may abolish a position it has created.</u></p> <p><u>SOURCE: MASC</u></p>

GDB

**SUPPORT STAFF CONTRACTS AND COMPENSATION PLANS**

**In establishing rates of pay and levels of compensation for support staff personnel, the School Committee will take into account the responsibilities of the position, the qualifications needed, past experience of the individual, and years of service in the school department.**

**Compensation plans will be reviewed annually for all categories of staff. Such review, where applicable, will be carried out in connection with negotiations with representatives of recognized bargaining units. The master agreements with these units will be considered appendices to this manual and will have the full force of School Committee policy.**

**The School Committee will set the rates of pay for personnel not covered by collective bargaining agreements.**

**Overtime**

**Support staff employees will be paid overtime wages for work performed in excess of 40 hours in a work week.**

**In counting hours for the purpose of allowing overtime work and pay, supervisors will consider sick leave, vacation time, and holidays as time worked.**

**Every effort must be made to minimize overtime by scheduling duties during the regular workday. Overtime will be authorized only by the Superintendent and only to cover emergency**

		<p><b><u>situations. All such work will be assigned on a fair and equitable basis.</u></b></p> <p><b><u>SOURCE: MASC</u></b></p> <p><b><u>LEGAL REF.: M.G.L. 71:38</u></b></p> <p><b><u>CONTRACT REFS.: All Contracts</u></b></p> <p><b><u>NOTE: For the convenience of all concerned, it is suggested that policies relating to the support staff parallel in coding, format, and treatment of negotiated items policies relating to the professional staff.</u></b></p>
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**GCRD – TUTORING FOR PAY**

Definition: "Tutoring" means giving private instruction or help to an individual or group for which the teacher receives remuneration other than through the School Committee.

A teacher cannot recommend that one of his or her own students get tutoring, and then be paid to tutor that same student in a second job.

A teacher may not tutor students who are currently in their class. Even if the teacher does not recommend that the current student receive private tutoring, the teacher should not tutor current students.

Teachers and other public employees may not approach a student, or the student's parents/guardians, seeking private tutoring work. A teacher may provide tutoring when the relationship is initiated by the parents/guardians or a student, but, if the student is, or in the future may be, under the teacher's authority, the teacher will need to provide a written disclosure.

A teacher cannot use school resources such as classrooms or materials in connection with a private tutoring business. A public school employee cannot use a school or district website to advertise private tutoring services. Schools cannot send home brochures for a particular tutoring service with the children.

Tutoring is not to be recommended for a student unless the appropriate teacher of the student involved is consulted and agrees that it will be of real help. If tutoring seems advisable, the Principal may give the parents/guardians a list of persons who are willing to tutor. This list may include teachers, but not the student's teacher of the subject in which he or she is to be tutored.

Tutoring for pay is not to be done in the school building.

LEGAL REF: M. G. L. [268A](#) Mass. Ethics Commission FAQs for Public School Teachers

SOURCE: MASC 2013

NOTE: A teacher cannot tutor in their own district if the district is going to pay for the tutoring unless the district has included a provision in the teachers' collective bargaining agreement providing a set amount of extra pay for tutoring by teachers that will be included in the teachers' regular paychecks.

*Adopted by the Hudson School Committee – April 9, 2019*

## Matters for Action

### New Business

- 1.) Approval of 2019-2020 School Committee Meeting Dates

HUDSON SCHOOL COMMITTEE  
MEETING SCHEDULE  
2019-2020 SCHOOL YEAR  
MEETINGS WILL BEGIN AT 7:00 P.M.

**2019**

**2020**

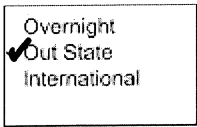
- |                      |                     |
|----------------------|---------------------|
| ❖ July 30, 2019      | ❖ January 7, 2020   |
| ❖ August 20, 2019    | ❖ January 21, 2020  |
| ❖ September 10, 2019 | ❖ February 4, 2020  |
| ❖ September 24, 2019 | ❖ February 25, 2020 |
| ❖ October 8, 2019    | ❖ March 10, 2020    |
| ❖ October 22, 2019   | ❖ March 24, 2020    |
| ❖ November 12, 2019  | ❖ April 7, 2020     |
| ❖ December 3, 2019   | ❖ April 28, 2019    |
| ❖ December 17, 2019  | ❖ May 12, 2019      |
|                      | ❖ May 26, 2019      |
|                      | ❖ June 9, 2019      |

Approved by School Committee: \_\_\_\_\_

## Matters for Action

### New Business

- 2.) Approval of Out of State Field Trip to High Meadow Resort in Granby, T on May 28, 2019 for the Senior Class Trip



# HUDSON PUBLIC SCHOOLS

## STUDENT ACTIVITY ACCOUNT

### *Field Trip Request Form*

This form must be completed and signed by the Principal, prior to each academic or extra-curricular field trip. Overnight trips require the initial approval of the School Committee. The Superintendent approves all subsequent trips, with 30 days prior notice. This form must be completely filled out. Forms with incomplete or missing information will be returned without approval:

**SCHOOL:**

**SCHOOL CLUB/CLASS:**

**TRIP INFORMATION:**

<b>Trip destination</b>	High Meadow Resort - Granby CT	
<b>Trip Contact Name &amp; Phone</b>	Barry Cohen 800-533-0029	
<b>Travel Agent Name and Phone</b>	N/A	
<b>Travel Dates and Times</b>	May 28, 2019 7:00am - 5:30pm	
<b>Mode of Travel:</b>	Coach bus (Silver Fox)	
<b>Purpose of Trip/ Connection to HPS Curriculum:</b>	Senior Class Trip	
<b>Additional Information for Overnight Trips:</b>		

**TRIP LEADERS & CHAPERONES: (List all participants by name. Add additional sheets, as necessary. Check box to identify parents and other non-HPS Personnel)**

<b>Trip Leader Name:</b>	Mike Nanartowich	<b>Parent/Non-HPS?</b>	<input type="checkbox"/>
<b>Trip Co-Leader Name:</b>	Erin Cothran	<b>Parent/Non-HPS?</b>	<input type="checkbox"/>
<b>Chaperone Name:</b>	Jonathan Bourn	<b>Parent/Non-HPS?</b>	<input type="checkbox"/>
<b>Chaperone Name:</b>	Danica Johnston	<b>Parent/Non-HPS?</b>	<input type="checkbox"/>
<b>Chaperone Name:</b>		<b>Parent/Non-HPS?</b>	<input type="checkbox"/>
<b>Chaperone Name:</b>		<b>Parent/Non-HPS?</b>	<input type="checkbox"/>
<b>Chaperone Name:</b>		<b>Parent/Non-HPS?</b>	<input type="checkbox"/>

**TRIP BUDGET/ FEE CALCULATION:**

Expense Budget: <i>(Include cost of all students and chaperones. Attach travel budget if available.)</i>			\$ Amount
1	<b>Cost of Travel:</b>		26.36
2	<b>Cost of Admission:</b>		46
3	<b>Other Cost:</b>	Recommended spending money for lunches, beverages, etc...	Horseback Trail Rides \$25 per student
4	<b>Other Cost:</b>		
5	<b>Grand Total Expenses:</b>		7959.60
<b>Funding Sources:</b>			
6	<b>Anticipated Donations from Outside Sources: <i>(Describe below)</i></b>		
7	<b>Anticipated Revenue from Fundraising: <i>(Describe below)</i> \$</b>		2300
8	<b>Subtotal Donations &amp; Fundraising <i>(Excluding Student Fees):</i></b>		
9	<b>Additional Funding from Student Fees: <i>(Row 5 Minus Row 8)</i></b>		5659.60
10	<b>Grand Total Funding Sources: <i>(Must Equal Line 5)</i></b>		7959.6
<b>Calculating Per Student Fee:</b>			
11	<b>Total # Students Traveling:</b>		Up to 110
12	<b>Anticipated # Student Scholarships:</b>		N/A
13	<b>Net # Student Fees to Collect:</b> <i>(Row 11 Minus Row 12)</i>		110
14	<b>Per Student Fee Amount: <i>(Collect this fee from students.)</i></b> <i>(Row 9 Divided by Row 13)</i>		51.45
<b>Description of Outside Funding Sources (including In-Kind Contributions):</b>			
<p>\$2300 is from the class of 2019 student account. As this is an optional class event, scholarships will not be awarded.</p>			
<b>Fundraising Plan (if applicable)*</b>			
<p>* <b>School Committee Policy # JJE:</b> Prior approval of the Building Principal is required for all fundraising at school-sponsored events, on school property, or organized by students or school groups. Non-school groups may conduct raffles or games of chance to benefit Hudson Public Schools (HPS), with the prior approval of the Building Principal and in accordance with relevant laws. (MGL Ch271 s7A prohibits school organizations and students from conducting raffles or other games of chance.) Non-school groups, such as PTOs and Boosters, must agree to indemnify and hold harmless HPS from any claim related to the event. Superintendent approval of the fundraising activity is required, if more than one school is involved. All donations and fundraising proceeds must be accepted by vote of the School Committee, before they may be used or expended.</p>			

Signatures: Department Chair \_\_\_\_\_

Principal: Jonathan Bauer

Date: 3/29/19

Nurse: [Signature] \* please see nurses with final list\*

Date: 3/29/19

Superintendent: \_\_\_\_\_  
 (Required for Overnight/ Out-of-State/ International Travel and Multi-School Fundraisers)

Date: \_\_\_\_\_

School Committee: \_\_\_\_\_  
 (Required for Initial Overnight Out-of- State/ International Travel)

Date: \_\_\_\_\_



## Matters for Action

### New Business

- 3.) Approval of Contract in the amount of \$11,407.00 with National Geographic Learning/Cengage Learning for Reach Fiction Books



**HUDSON PUBLIC SCHOOLS**  
Office of the Superintendent of Schools  
155 Apsley Street  
Hudson, Massachusetts 01749

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**Funding Source:** GR18-3299

**Account Number:** 50.0006.17.4.404.3299.2415.5.1.18; 50.0006.17.5.404.3299.2415.5.1.18; 50.0006.17.6.404.3299.2415.5.1.18

**Contract for Goods**

**Company Information**

**Company Name:** National Geographic Learning\Cengage Learning

**Address:** 10650 Toebben Drive  
Independence, KY 41051

**Social Security #/ Federal Tax Identification #:** 046-001-188

**Terms of Contract:**

A. The contractor warrants that (1) the goods sold are merchantable, (2) that they are fit for the purpose for which they are being purchased, (3) that they are absent any latent defects and (4) that they are in conformity with any sample which may have been presented to the Town.

B. The Contractor guarantees that upon inspection, any defective or inferior goods shall be replaced without additional costs to the Town. Contractor will assume any additional costs accrued by the Town due to the defect or inferior goods.

C. The Contractor guarantees all goods for a period of one (1) year provided that if any express or implied warranties exist of a term greater than one (1) year, then such warranties will supersede the one (1) year warranty specified herein.

**Description of Items Purchased and Prices**

**The Individual Contractor/Agency agrees to provide the following products to the Hudson Public Schools:**

- Reach Fiction Books as listed in Price Quote 3542282 (\$11,407.50).

**Timeline for Shipping:** Materials will be shipped by Cengage to be received by May 17, 2019. As per price quote provided by Cengage Shipping will be at no additional cost to Hudson Public Schools.

**Payment Schedule:** The Town agrees to faithfully pay the Contractor, when due and payable, and under the terms of all such incorporated documents and instruments to this agreement, all such contracted sums.

**Termination:** 1. **Termination for Cause:** If through any cause, one party shall fail to fulfill in timely and proper manner, its obligations under this Agreement, or if one party shall violate one of the covenants, agreements, or stipulations of this Agreement, the other party shall thereupon have the right to terminate this Agreement hereunder by giving written notice of such termination. In case of termination, all finished and unfinished documents shall become the property of the Town.

In the event of termination, the Contractor shall be compensated payment of an amount equal to the services or goods provided by the Contractor as of the date of termination.

2. **Termination for Convenience:** The Town may terminate this Agreement at any time for any reason, upon submitting to Contractor thirty (30) days prior written notice of its intention to terminate. Upon receipt of such notice, Contractor shall immediately cease to incur expenses pursuant to this Agreement unless otherwise directed in the termination notice. Contractor shall promptly notify the Town of costs incurred to date of termination and the Town shall pay all such reasonable and supportable costs which payment shall not exceed the unpaid balance due on this Agreement.

Vendor: Cengage Learning Inc.

Ben M J  
Signature of Vendor

Date: 4/1/19

Hudson Public Schools

Patricia Lenz  
School Business Manager

Date: 4/4/19

\_\_\_\_\_  
Superintendent of Schools

Date: \_\_\_\_\_

\_\_\_\_\_  
Hudson School Committee

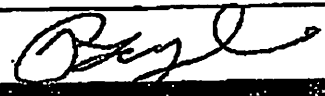
Date: \_\_\_\_\_

Town  
3/18

### SUPPLY/SERVICE PROCUREMENT FORM

**RETURN TO HUDSON PUBLIC SCHOOLS ATTN: Patricia Lange**

This form must be submitted to the Executive Assistant for approval of all purchases of supplies or services with an aggregate cost of more than \$2999. Procurements over \$4999 will also require a signed contract authorized by either the Board of Selectmen or School Committee.

Department:	Hudson Public Schools	Date: 3/14/2019	Department Head Signature	
-------------	-----------------------	-----------------	---------------------------	---

**Detailed Description of Items/Service being purchased (attach additional sheet if necessary):**  
This purchase provides our elementary English learners with a variety of supplementary theme-based and differentiated texts that reinforce the language and literacy instruction they receive through Cengage's Reach curriculum. Previously we have purchased nonfiction; this purchase will provide high-quality fiction reading materials for our elementary English learners.

#### Recommended Quote or Bid

Date Quote Received:	2/26/2019	Quote:	\$11,407.50
Company Name	National Geographic Learning	Written	<input checked="" type="checkbox"/>
		Verbal	<input type="checkbox"/>
Street	10850 Tobben Drive	City	Independence
		ST	KY
		Zip	41051
P.O. Box		E-mail	martin@educational-solutions.com; jane@educational-solutions.com
Quote Issued By:	Martin and Jane Brauer	Title	Sales Representatives
Fax	(978) 582-5914	State Bid List No.	
Telephone:	(855) 778-8123	Cell Phone:	(978) 337-1017

Special Conditions/Notes: Sole Source

#### Second Quote or Bid

Date Quote Received:		Quote:	
Company Name		Written	<input checked="" type="checkbox"/>
		Verbal	<input type="checkbox"/>
Street		City	
		ST	
		Zip	
P.O. Box		E-mail	
Quote Issued By:		Title:	
Fax:		State Bid List No.	
Telephone:		Cell Phone:	

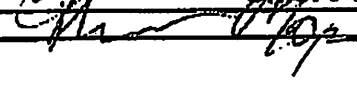
Special Conditions/Notes: \_\_\_\_\_

#### Third Quote or Bid

Date Quote Received:		Quote:	
Company Name		Written	<input checked="" type="checkbox"/>
		Verbal	<input type="checkbox"/>
Street		City	
		ST	
		Zip	
P.O. Box		E-mail	
Quote Issued By:		Title:	
Fax:		State Bid List No.	
Telephone:		Cell Phone	

Special Conditions/Notes: \_\_\_\_\_

#### Chief Procurement Officer Action

Approved: 	Date: 3/27/19
Comments:	

**Please attach special conditions, notes, specifications or related documentation to this form.**

**NATIONAL  
GEOGRAPHIC  
LEARNING**



**CENGAGE  
Learning**

September 30<sup>th</sup>, 2015

To whom it may concern  
Hudson Public Schools

National Geographic Learning / Cengage Learning is the publisher and sole owner and provider of the *Reach*, *Reach for Reading*, *Inside*, and *Edge* series, and the other K-12 resources in our catalog. Please see our catalog at [ngl.cengage.com](http://ngl.cengage.com) for more information.

If you have any further questions regarding the above, please contact your sales representatives, Martin & Jane Brauer (978) 562-9045. Educational Solutions are our representatives and sole source for K-8 in MA, ME, NH & VT.

Sincerely,

Vincent D. Grosso  
Vice President of Sales and Marketing  
National Geographic Learning / Cengage Learning  
20 Channel Center Street  
Boston, MA 02210

20 Channel Center Street Boston, MA 02210 Tel (617) 289-7700 Fax (617) 289-7844  
[ngl.cengage.com](http://ngl.cengage.com)

This is the position for any required legal text. It may appear on up to as many as three lines. The lowest line should be aligned to the bottom margin and "grow" up as more lines are added.



155 Apsley Street  
Hudson, MA 01749  
978-567-6100

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**To:** Tom Moses, Executive Assistant, Town of Hudson  
**From:** Erin Goldstein, Director of English Learner Education, Hudson Public Schools  
**CC:** Marco C. Rodrigues, Ed.D., Superintendent of Schools  
**Date:** March 14, 2019  
**Re:** REACH Supplementary Materials Purchase

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For several years, we have used Cengage's ESL programs for all of our secondary English language development classes. In January 2018, we began to purchase Cengage's Reach textbooks and ancillary materials for our English Learner Education program at our three elementary schools. This summer, we purchased additional materials to complete classroom sets for each elementary grade level and school. In fall 2018, we were able to purchase supplementary nonfiction reading materials that align to themes taught in Reach units and now we plan to purchase fiction reading materials that align to themes taught in these same Reach units. These books, differentiated by language proficiency levels, will enhance students' access to content and support their reading development. Cengage is the sole source for these curricular materials.

Thank you for your attention to this matter.



Purchase Order No: \_\_\_\_\_

Confidential Price Quote (3542282)

Attach relevant files Browse Max. PDF size: 10MB (Max: 3 files)

3/14/2019

Pricing on this Proposal Guaranteed: 9/16/2019

Presented To: Erin Goldstein, [egoldstein@hudson.k12.ma.us](mailto:egoldstein@hudson.k12.ma.us)

Prepared By: Martin Brauer, [martin.brauer@cengage.com](mailto:martin.brauer@cengage.com)

SHIP TO: Hudson School District Erin Goldstein 155 Apsley St Hudson, MA 01749 USA	BILL TO: Hudson School District Erin Goldstein 155 Apsley St Hudson, MA 01749 USA	Cengage Learning ATTN: Order Fulfillment 10650 Toebben Drive Independence, KY 41051 (800) 354-9706 <a href="http://NGL.Cengage.com/Customersupport">http://NGL.Cengage.com/Customersupport</a>
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Quoted Products: ELL Hudson Reach Items 2-26-19

Qty	Update Qty	Product	Price	Quoted Price	Total
5		<b>Reach B: Fiction Library Single-Copy Set</b> National Geographic Learning 2nd Edition [K12, 2017] 9781337427388 / 1337427381	\$494.25	\$494.25	\$2,471.25
1		<b>Reach B: Fiction Library Single-Copy Set</b> National Geographic Learning 2nd Edition [K12, 2017] 9781337427388 / 1337427381	\$494.25	\$0.00	FREE
5		<b>Reach C: Fiction Library Single-Copy Set</b> National Geographic Learning 2nd Edition [K12, 2017] 9781337427401 / 1337427403	\$566.50	\$566.50	\$2,832.50
1		<b>Reach C: Fiction Library Single-Copy Set</b> National Geographic Learning 2nd Edition [K12, 2017] 9781337427401 / 1337427403	\$566.50	\$0.00	FREE
5		<b>Reach D: Fiction Library Single-Copy Set</b> National Geographic Learning 2nd Edition [K12, 2017] 9781337427425 / 133742742X	\$572.25	\$572.25	\$2,861.25
1		<b>Reach D: Fiction Library Single-Copy Set</b> National Geographic Learning 2nd Edition [K12, 2017] 9781337427425 / 133742742X	\$572.25	\$0.00	FREE
5		<b>Reach E: Fiction Library Single-Copy Set</b> National Geographic Learning 2nd Edition [K12, 2017] 9781337427449 / 1337427446	\$648.50	\$648.50	\$3,242.50
1		<b>Reach E: Fiction Library Single-Copy Set</b> National Geographic Learning 2nd Edition [K12, 2017] 9781337427449 / 1337427446	\$648.50	\$0.00	FREE

Sub-Total: \$11,407.50

+ Estimated Shipping and/or Process Fee: \$0.00

**TOTAL: \$11,407.50**  
**Total Savings: \$2,281.50**

**Please attach a copy of the quote to the  
Purchase Order.**

**Thank you for your interest in Cengage Learning products.**

**All information embodied in this document is strictly confidential and may not be duplicated or  
disclosed to third parties outside recipient's organization without prior written consent of  
Cengage Learning.**

## Matters for Action

### New Business

- 4.) Approval of FY19-327 Empowering Educators through Autonomy Grant in the amount of \$29,000.00



## GRANT ACCEPTANCE FORM

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

GRANT	Grant Information
<b>Description:</b>	<b>FY19-327 Empowering Educators through Autonomy Planning Grant</b>
<b>Purpose:</b>	The purpose of this competitive grant program is to provide districts with funding and support to explore structures that promote greater school-level autonomy and empower educators.
<b>Type of Funder:</b>	State - MA Treasury
<b>Awarded Amount:</b>	\$29,000.00
<b>Start Date</b>	2/19/2019
<b>End Date</b>	6/30/2019
<b>Status</b>	Active
<b>Grantor</b>	MA DOE / FOUNDATION
<b>PROGRAM Admin</b>	Kathy Provost
<b>PROGRAM Notes:</b>	<p><b>MA DOE STATE Grant</b></p> <p><b>General Fund use:</b> This is a multi-district partnership grant where will host professional development for Hudson, Blackstone-Millville Regional and Hampden-Wilbraham school systems and national educational leaders Focused Schools.</p> <p><b>Grantor Name / Address:</b> Massachusetts Dept. of Elementary and Secondary Education 75 Pleasant Street Malden, MA 02148-4906</p> <p><b>Grantor Contact Name / Number / Email:</b> Center for District Support; Office of Strategic Transformation DOE Program: Lauren Woo <b>Number:</b> 781-338-3563</p>
<b>Program Location:</b>	<b>District</b>

School Committee Date: \_\_\_\_\_

Vote: \_\_\_\_\_

## Matters for Action

### New Business

- 5.) Approval of FY20-391 SPED Inclusive  
Preschool Grant in the amount of  
\$30,000.00

## GRANT ACCEPTANCE FORM

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

<b>GRANT</b>	<b>Grant Information</b>
<b>Description:</b>	<b>FY20-391 SPED Inclusive Preschool Grant</b>
<b>Purpose:</b>	This grant will partially fund two integrated preschool teachers for the 2019-2020 academic year.
<b>Type of Funder:</b>	MA EEC – Early Education and Care
<b>Awarded Amount:</b>	\$30,0000.00
<b>Start Date</b>	7/1/2019
<b>End Date</b>	6/30/2020
<b>Status</b>	Active
<b>Grantor</b>	Early Education and Care
<b>PROGRAM Admin</b>	Cathy Kilcoyne
<b>PROGRAM Notes:</b>	<p><b>Grantor Name / Address:</b>                      The Department of Early Education and Care                      51 Sleeper Street, 4<sup>th</sup> floor                      Boston, MA 02210</p> <p><b>Grantor Contact Name / Number / Email:</b>                      EEC: Loida Marquez                      Email: loida.marquez@state.ma.us                      EEC: (617) 988-2443</p> <p>Note: This is the last year for this grant.</p>
<b>Program Location:</b>	<b>Hudson Preschool at FAR and MUL</b>

School Committee Date: \_\_\_\_\_

Vote: \_\_\_\_\_

## Matters for Action

### New Business

- 6.) Approval of MA DESE: Improving Student Access to Behavioral and Mental Health Services Grant

## GRANT ACCEPTANCE FORM

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

GRANT	Grant Information
<b>Description:</b>	MA DESE: Improving Student Access to Behavioral and Mental Health Services – Fund Code: 336. Please note this is a two-year award.
<b>Purpose:</b>	To assist public school districts in improving student access to behavioral and mental health services by building the capacity of school districts and community-based providers to develop comprehensive, integrated systems for student support.
<b>Type of Funder:</b>	State - DOE
<b>Awarded Amount:</b>	\$110,000.00 (YR1 \$4000; YR2 \$106,000)
<b>Start Date</b>	YR1 .... 4/03/2019 YR2 .... 7/01/2019
<b>End Date</b>	YR1 .... 6/30/2019 YR2 ... 6/30/2020
<b>Status</b>	Active
<b>Grantor</b>	MA DOE
<b>PROGRAM Admin</b>	Cathy Kilcoyne
<b>PROGRAM Notes:</b>	<p><b>MA STATE</b></p> <p><b>General Fund use:</b> To contract mental health providers from the Wayside Youth &amp; Family Network to provide in-school and community based mental health counseling services for Hudson students. To provide professional development to the district for student behavioral and mental health.</p> <p><b>Grantor Name / Address:</b> Massachusetts Dept. of Elementary and Secondary Education 75 Pleasant Street Malden, MA 02148-4906</p> <p><b>Grantor Contact Name / Number / Email:</b> Kristen McKinnon Email: kmckinnon@doe.mass.edu Direct: 781-338-6306</p>
<b>Program Location:</b>	<b>District</b>

School Committee Date: \_\_\_\_\_

Vote: \_\_\_\_\_

## Matters for Action

### New Business

- 7.) Approval of gift from The Rail Trail Flatbread Company in the amount of \$1,000.00 for the Teacher Mini Grant Program

## GIFT TO HUDSON PUBLIC SCHOOLS - APPROVAL FORM

The following gift has been donated to Hudson Public Schools and presented to the School Committee for Approval and Acknowledgement:

<b>Gift or Scholarship</b>	<b>GIFT to Hudson Public Schools Information</b>
<b>Description:</b>	<b>Rail Trail Flatbread Co.</b>
<b>Purpose:</b>	Corporate Sponsor for FY19 Teacher Mini-Grants
<b>Date received:</b>	
<b>Type of Gift:</b>	Sponsor
<b>Donation Amount:</b>	\$1,000.00
<b>Fiscal Admin:</b>	
<b>Gift Designation / Purpose:</b>	<p><b>Purpose:</b> To sponsor the Hudson Public Schools Teacher Mini-Grant Program for the 2018-2019 school year. The Teacher Mini-Grant Program's main goal is to recognize teachers who demonstrate a commitment to strengthening their own teaching methods and applying innovative new ideas to their classrooms. The Teacher Mini-Grant awards are designed to provide funding for teachers to implement new teaching methods and techniques that fosters higher order thinking, problem solving, and service learning for all students that align with Hudson Public School's District improvement Plan.</p> <p><b>Sponsor Name/Address:</b>  Rail Trail Flatbread Co. 33 Main St. Hudson, MA 01749</p> <p><b>Sponsor Contact Name/Number/Email:</b> Karim El-Gamal 978-293-3552 <a href="mailto:karim@rtfbco.com">karim@rtfbco.com</a></p>
<b>School Designation:</b>	<p><b>This gift will fund (2) \$500 Teacher Mini Grants for the following schools:</b></p> <p>(1) Teacher Mini Grants at the Hudson High School* (1) Teacher Mini Grants at the David J. Quinn Middle School*</p> <p><i>*Please see attached for a full description of the teacher projects sponsored under this gift.</i></p>

School Committee Date: \_\_\_\_\_

Vote: \_\_\_\_\_

**Hudson Public Schools  
FY19 Grant and Gift Presentation Summary**

AGENT	Awarding Agency	TYPE	GRANT YEAR / GRANT NAME	Brief Description of Award	Total Grant Award
Federal	MA DOE	Entitlement	19-140 Title II	Title II, Part A of the federal Elementary and Secondary Education Act (ESEA) provides supplemental resources to school districts to improve high quality systems of support for excellent teaching and leading. Update 3.26.2019: Increased DOE Allocation \$466.00	\$ 61,478.00
Federal	MA DOE	Entitlement	19-180 Title III	Title III of the federal Elementary and Secondary Education Act (ESEA) provides supplemental resources to local school districts to help ensure that English learners (ELs) and immigrant children and youth attain English proficiency and develop high levels of academic achievement in English.	\$ 35,939.00
Federal	MA DOE	Entitlement	19-240 SPED IDEA	The purpose of this federal special education entitlement grant program is to provide funds to ensure that eligible students with disabilities receive a free and appropriate public education that includes special education and related services designed to meet their individual needs. Update 3.26.2019: Increased DOE Allocation \$ 4890.00	\$ 731,855.00
Federal	MA DOE	Entitlement	19-262 SPED Early Childhood Education	The purpose of this federal special education entitlement grant program is to provide funds to ensure that eligible 3, 4, and 5 year-old children with disabilities receive a free and appropriate public education that includes special education and related services designed to meet their individual needs in the least restrictive environment (LRE).	\$ 47,179.00
State	MA DPH	Competitive	19-290 Essential School Health	Supports a portion of salaries for a HHS Nurse, a Regional coordinator, and Inter-agency consultant as well as reimburses the district for Nurse Subs and specific equipment needed across each Nursing office.	\$ 218,900.00
Federal	MA DOE	Entitlement	19-305 Title I	Title I, Part A of the Federal Elementary and Secondary Education Act (ESEA) provides supplemental resources to local school districts to help provide all children significant opportunity to receive a fair, equitable, and high-quality education, and to close educational achievement gaps. Update 3.26.2019: Increased DOE Allocation \$374	\$ 257,594.00
Federal	MA DOE	Entitlement	19-309 Title IV	Title IV, Part A of the federal Elementary and Secondary Education Act (ESEA) provides supplemental resources to local school districts to build capacity to help ensure that all students have equitable access to high quality educational experiences.	\$ 17,050.00
State	MA DOE	Competitive	19-345 COMMUNITY ADULT LEARNING CTR.	This grant funds Hudson's Adult evening education classes for the 2018-2019 academic year with a focus on Adult Basic Education and English as a Second Language Classes. 14 Classes are held each year at HHS supporting Hudson and surrounding communities.	\$ 356,400.00
Federal	MA DOE	Continuation	19-312 Emergency Impact Aid for Displaced Students	The federal emergency impact aid grant has been approved and must be used to offset direct expenses from the FY18 school year.	\$ 26,235.00
State	MA DOE	Competitive	19-734 Early Literacy Grant	This state grant continues to support the development of the Early Literacy and Curriculum Frameworks programs at Farley, Forest and Mulready elementary schools.	\$ 24,615.00
Corporate	Grant	Charitable	The Scotty Fund	This grant has been presented on behalf of The Scotty fund to Forest Ave to purchase standing desks to be used in classrooms.	\$ 1,000.00



**Hudson Public Schools  
FY19 Grant and Gift Presentation Summary**

AGENT	Awarding Agency	TYPE	GRANT YEAR / GRANT NAME	Brief Description of Award	Total Grant Award
Corporate	Grant	Competitive	Avidia Bank Charitable Foundation	This grant, renewable since 2012, funds an advanced ESOL class each year running from January - June @ Hudson High School as part of their Community Partnerships program.	\$ 4,000.00
Corporate	Grant	Competitive	Saint-Gobain Corporate Foundation	This grant will fund STEM instructional kits for the new Green Architecture Program at Quinn Middle School.	\$ 1,500.00
Community	Grant	Competitive	Hudson Cultural Council	The community grant will sponsor a portion of costs to present "A Mid-Summer's Night Dream" at Quinn Middle School.	\$ 350.00
Federal	NSA	Competitive	FY19-20 StarTalk Grant	Now in its third season, this grant funds the development of our Portuguese Language and Summer Culture Program.	\$ 88,902.00
State	DOE	Competitive	FY19-590 History and Social Studies Curriculum Frameworks Grant	This grant will support a comprehensive review and realignment of Hudson History and Social Studies Curriculum.	\$ 7,374.00
State	TRE	Competitive	FY19 Financial Education Innovation Fund	The Commonwealth of Massachusetts, Office of Treasurer has award Hudson a grant to continue to support the HHS Realty Fair and Credit of Life program.	\$ 2,000.00
State	DOE	Entitlement	FY19 MA Displaced Students Grant	This grant program is an extension of the FY18 grants allocated specifically to support displaced students from Puerto Ricco and the Virgin Islands. The first payment is targeted for March 20th. Please note this award amount may increase as MA state funds are disbursed.	\$ 3,141.44
State	DOE	Competitive	FY19-327 Empowering Educators	This grant program is a join program with Blackstone-Millville Regional, and Hampden-Wilbraham districts where Hudson will host Professional Development for Empower Educators through Autonomy Planning.	\$ 29,600.00
State	DOE	Entitlement	FY20-391 Inclusive Preschool	In its final program year with EEC, this grant provides a portion of instructional support of Pre-School salaries for two teachers.	\$ 30,000.00
State	DOE	Competitive	FY19 & FY20 336 Improving Student Access to Behavioral and Mental Health Services	This 2 year grant has been awarded to assist districts in improving student access to behavioral and mental health services.	\$ 110,000.00
				<b>TOTAL:</b>	<b>\$ 2,055,112.44</b>
			<b>FY19 GIFTS TO HUDSON PUBLIC SCHOOLS</b>	<b>School</b>	<b>\$ Gift Amount</b>
Corporate	Sponsor	Corporate	Umass Memorial @ Marlborough Hospital	Farley Elementary - Event Sponsor	\$ 300.00
Corporate	Sponsor	Corporate	PTC - Needham	Hudson High School	\$ 10,000.00
Corporate	Sponsor	Corporate	Rail Trail Flatbread Company	Corporate Sponsor for HPS TCH Mini grants. This gift will sponsor two TCH awards for \$500.	\$ 1,000.00
				<b>TOTAL:</b>	<b>\$ 11,300.00</b>
			<b>FY19 GIFTS FOR HHS SCHOLARSHIPS</b>	<b>HUDSON HIGH SCHOOLS</b>	<b>\$ Gift Amount</b>
n/a	76	Scholarship	FY18 Student Activities	Paul Johnson Performing Arts Scholarship - Funded from residual Student Activity fund raising.	\$ 1,000.00
n/a	76	Scholarship	FY18 Student Activities	Choral Scholarship - Funded from residual Student Activity fund raising	\$ 500.00
n/a	76	Scholarship	FY18 Student Activities	Class of 2018 Scholarship - Funded from residual Student Activity fund raising	\$ 1,250.00
n/a	76	Scholarship	FY18 Student Activities	Class of 2018 Yearbook - Funded from residual Student Activity fund raising	\$ 2,000.00
n/a	76	Scholarship	FY19 Thomas and Myra Ryan Scholarship	Annual memorial scholarship from the Ryan family.	\$ 2,000.00
				<b>Total:</b>	<b>\$ 6,750.00</b>
				<b>Grant Total:</b>	<b>\$ 2,073,162.44</b>

Matters for Action  
New Business

8.) Approval of Reclassification of Funds

File: Adjustment Forms (white)  
Posting Date:  
Batch/Block :

**FY19**

**PAYMENT Adjustment Request**

Date: Tuesday, April 9th, 2019  
To: Rulfan Zhang, Assistant Finance Director  
From: School Department

Please record the following payment adjustment (s):

			Amount	Amount
Payment Adjustment Number 1	From:	Account Number <u>1592</u>	Account Description <u>Copy Center Printing Supplies</u>	\$ <u>(5,337.60)</u>
	To:	Account Number <u>537</u>	Account Description <u>High School Copy Center Paper</u>	\$ <u>5,337.60</u>
Payment Adjustment Number 2	From:	Account Number <u>1592</u>	Account Description <u>Copy Center Printing Supplies</u>	\$ <u>(1,759.60)</u>
	To:	Account Number <u>537</u>	Account Description <u>High School Copy Center Paper</u>	\$ <u>1,759.60</u>
Payment Adjustment Number 3	From:	Account Number <u>1592</u>	Account Description <u>Copy Center Printing Supplies</u>	\$ <u>(1,032.40)</u>
	To:	Account Number <u>537</u>	Account Description <u>High School Copy Center Paper</u>	\$ <u>1,032.40</u>
Payment Adjustment Number 4	From:	Account Number _____	Account Description _____	\$ _____
	To:	Account Number _____	Account Description _____	\$ _____
Page total :				\$ <u>(8,129.60)</u> <u>8,129.60</u>

*R. Zhang*      4/4/19  
Authorized Signature

Prepared by: Yvonne Breen

Authorized Signature(s):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Reason for reclassification:  
To reclassify money from Copy Center Printing Supplies account to High School Copy Center Paper account for PO's 191177, 190829 and 190126

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