



HUDSON PUBLIC SCHOOLS
155 Apsley Street
Hudson, Massachusetts 01749
978.567.6100

HUDSON SCHOOL COMMITTEE MEETING

May 14, 2019

155 Apsley Street – Administration Building

7:00 p.m.

AGENDA

I. Call to Order

II. Approval of Minutes

Regular Meeting: April 23, 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: Student Support Services
- b) Subcommittee Reports
 - Budget Subcommittee (if any)
 - Policy Subcommittee (if any)
 - Strategic Goals Subcommittee (if any)
 - Superintendent's Evaluation Subcommittee (if any)
- c) Student Presentation (if any)

V. Matters for Discussion:

- a) Old Business
- b) New Business
 - 1. English Learner Student Presentation
 - 2. Discussion of Quinn Middle School Master Schedule
 - 3. Nomination of Mr. George Luoto for Life Membership at Massachusetts Association of School Committees
 - 4. Quarter 3 Student Activities Report
 - 5. Approval of Proposed MASC Resolution



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VI. Matters for Action:

a) Old Business

1. Approval of Meal Rate Increase
2. Approval of FY19 Balance Spending Plan
3. Approval of First Student Transportation Contract
4. Approval of School Choice Amendment

b) New Business

1. Approval of Hudson School Secretarial Association Contract
2. Approval of Hudson Rotary Club gift of \$3000.00 to sponsor FY19 Teacher Mini Grants
3. Approval of FY19 Medusa Brewing Company gift in the amount of \$200.00 for the Art Auction
4. Approval of Hudson Youth Baseball gift to Hudson Athletics in the amount of \$1000.00 for sponsorship of a new batting cage
5. Approval of St. Mary's Credit Union gift in the amount of \$500.00 for Hudson High School Reality Fair Sponsorship
6. Approval of Avidia Bank gift in the amount of \$500.00 for Hudson High School Reality Fair Sponsorship
7. Approval of Benevity Causes gift on behalf of Intel Corporation in the amount of \$300.00 for volunteer corporate match for Read Across America
8. Approval of Hudson High School All School Musical Student Activity Account gift of \$1274.00 towards the purchase of legs for the Hudson High School Stage curtain.
9. Approval of FY19 Student Activity Partial funding in the amount of \$300.00 for the Paul Johnson Performance Arts Scholarship
10. Approval of Reclassification of Funds

VII. Items of Interest to the School Committee

VII. Executive Session

- 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.

IX. Adjournment

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

Report of the Superintendent

- Student Support Services



Report of the Superintendent

Student Support Services

May 14, 2019

Marco C. Rodrigues, Ed.D.

Standard I, Indicators I-A,B,C,E
Standard II, Indicators II-A,B,C,E
Standard III, Indicators III-A,B,D
Standard IV, Indicators IV-A,B,C,D,E





Student Support Services Action Steps

- Walker Partnerships Report - District-Wide Special Education Program Evaluation conducted in the Winter of 2016
- September 2017 – The Report of the Superintendent delineated the areas in the Walker Report that were being addressed and the areas for future consideration.
- January 2018 – The Superintendent's Entry Findings Report validated the areas identified in the Walker Report.
- May 2018 – A new District Improvement Plan was introduced as the road map for the next three – five years.



Student Support Services Action Steps

- District Improvement Plan
 - ❖ Strategic Objective 1: High Quality Instructional Practices
 - ❖ Strategic Objective 2: Educating the Whole Child
 - ❖ Strategic Objective 3: Innovative Educational Practices
 - ❖ Strategic Objective 4: Climate and Culture
- Multi-Tiered System of Supports Framework (MTSS)
 - ❖ Academic Support
 - ❖ Behavioral Health Support
 - ❖ Attendance Support
- Professional Development Plan & Council
 - ❖ Workshops
 - ❖ Mini-Courses
 - ❖ Graduate Courses
 - ❖ Department Level Training
 - ❖ Para Educators Course

Special Education Population by School

<u>School</u>	<u># of Students</u>
Mulready	55
Farley	51
Forest Ave	48
Quinn	119
HHS	118
Hubert Program	38
Hubert walk-in	14
Out-of-District	51
District Total	494

As of 3.1.19

Special Education Population

Number of Students by Placement												
School	30 - 10 or more hrs/wk in the early childhood program & IEP services provided in inclusive setting 50% of time	31 - 10 or more hrs/wk in early childhood program & IEP services provided in inclusive setting majority of the time (>50%)	36 - Substantially separate Class	10 - Full Inclusion, IEP services outside the general education classroom >21% of the time	20 - Partial Inclusion, IEP services outside the general education classroom 21% to 60% of the time	40 - Substantially Separate Classroom, IEP services outside the general education classroom >60% of the time.	41 - Public Separate Day School	48 - Service provider location (private Clinicians offices, Clinician's office in school building, hospital facilities)	50 - Private Separate Day School	60 - Residential School	Not enrolled, receives SPED services only	School Total
Totals	11	6	8	277	55	34	18	14	32	1	38	494

Number of Students by Disabilities															
	01 – Intellectual	02 – Sensory Hearing	03- Communication	04 – Sensory Vision	05 – Emotional	06 – Physical	07 - Health	08 - Specific Learning Disabilities	11 - Autism	12 – Neurological	13 – Developmental Delay	Out of district placements 3-5 ages	Out of district placements 6-21 ages	Special Education Service 3-5 ages	School Total
Totals	13	2	89	2	24	3	57	91	68	7	87	1	50	0	494

As of 3.1.19

Therapeutic Stabilization Program at Forest Avenue Elementary School

This is a general education program for students who are dysregulated and require intensive, short-term instruction to better integrate into the general education classroom.

- Currently, there are 5 students in the program
- Out-of-District average cost per pupil:
 - ❖ cost of one student plus transportation is:
 $\$70,420 + \$42,499 = \$112,919$

Therapeutic Stabilization Program at Forest Avenue Elementary School

TSP Program	OOD Placement Cost	Transportation Cost with Monitor	Total
5 students	\$70,420	\$42,499	\$564,595
Total			\$564,595
1 Special Education Teacher	\$65,000		
1 Clinician	\$75,000		
2 Paraeducators	\$47,000		
Total	\$187,000		
		Cost Avoidance	\$377,595

Therapeutic Social-Emotional Program at Farley Elementary School

The District reallocated resources in FY19 to create a special education program – the SEA (Supporting Social Emotional and Academic Learning) - for students in grades 2-4 with social emotional disabilities. These students require specially designed instruction while incorporating clinical, family and care coordination. Students increase abilities in self awareness, self management, social awareness, relationship skills and responsible decision-making.

- Currently, there are 5 students accessing the program
- Out-of-District average cost per pupil:
 - ❖ cost of one student plus transportation is:
 $\$70,420 + \$42,499 = \$112,919$

Therapeutic Social-Emotional Program at Farley Elementary School

SEA Program	OOD Placement Cost	Transportation Cost with Monitor	Total
5 students	\$70,420	\$42,499	\$564,595
Total			\$564,595
1 Special Education Teacher	\$65,000		
1 Clinician	\$75,000		
2 Paraeducators	\$47,000		
Total	\$187,000		
		Cost Avoidance	\$377,595



Bridge Program at Hudson High

- The Bridge Program provides students struggling with mental health and social-emotional challenges with a safe, structured classroom. The integrated therapeutic and academic supports enable them to work toward fully accessing the general curriculum. Bridge has 2 tracks: one for students who need stabilization following or preventing hospitalization and one for students with IEPs who require Academic Support.
- Staffing:
 - ❖ One Clinician, One Special Education Teacher and One Paraeducator
- Number of Students currently accessing Bridge: 15



Bridge Program at Hudson High School

- Expansion of Social Emotional Supports for 2019-2020
 - Some students have needs that exceed current available programming. They require additional supports, such as content area instructional supports in a therapeutic environment.
- Evaluation by BRYT (Bridge for Resilient Youth in Transition) is in progress. BRYT assisted with the restructuring of the Bridge program last year. Administrators, teachers, parents and students participated in forums and surveys to identify students needs. We are developing additional programming next year to meet the needs of our students who need more intensive services in a therapeutic setting.

Bridge Program at Hudson High School

Bridge Program	OOD Placement Cost	Transportation Cost with Monitor	Total
15 students	\$70,420	\$42,499	\$1,693,785
Total cost			\$1,693,785
1 Clinician	\$65,000		
1 Special Education Teacher	\$75,000		
2 Paraeducators	\$47,000		
Total cost	\$187,000		
		Cost Avoidance	\$1,506,785

Child Development Program at Mulready Elementary School

- In the Child Development Program students with Autism or other significant Developmental Disabilities receive instruction in academics, daily living skills, language development, social skills and they require errorless teaching in discreet trials and/or incidental teaching methods. These services are delivered in inclusion and substantially separate settings.
- Staffing: 2 Special Education teachers, 1 Speech and Language Pathologist (two of them are also Board Certified Behavior Analysts (BCBA)), and 20 Applied Behavior Analyst (ABA) Therapists.
- There are 24 students accessing the Child Development Program.
- Out-of-District Cost per Student:
 - ❖ cost of one student plus transportation is:
 $\$107,815 + \$42,499 = \$150,314$

Child Development Program at Mulready Elementary School

Child Development Program	OOD Placement Cost	Transportation Cost with Monitor	Total
10 students	\$107,815	\$42,499	\$1,503,140
Total cost			\$1,503,140
2 Special Education Teachers	\$130,000		
1 SLP	\$75,000		
20 ABA Therapists	\$440,000		
Total cost	\$645,000		
		Cost Avoidance	\$858,140

Language-Based Services

- Language-Based services are expanding to grade 7 to meet the needs of students in middle school. Students with difficulty processing and expressing oral and written language require specific strategies and supports, providing multiple modalities for learning, models, opportunities for success, automatization of learning and involving the student in the learning process.
- Landmark Consulting provides consultation services for our language-based services. Professional Development occurs through coaching, meeting with the Special Education teachers and paraeducators during PD sessions and training at the end of the year to prepare teachers for the next year.
- Staffing:
 - ❖ Two Special Education Teachers and Three Paraeducators
- There are currently 5 students at Farley Elementary and 6 students at Quinn Middle School.
- Out of District average cost per pupil
 - ❖ cost of one student plus transportation is:
 $\$56,071 + \$48,840 = \$104,911$

Language-Based Services

Language-based QMS	OOD Placement Cost	Transportation Cost with Monitor	Total
10 Students	\$56,071	\$48,840	\$1,049,110
Total			\$1,049,110
2 Special Education Teachers	\$130,000		
3 Paraeducators	\$70,500		
Total	\$200,500		
		Cost Avoidance	\$848,610



Behavioral and Mental Health Services

- Through the competitive DESE grant - Improving Student Access to Behavioral and Mental Health Services - Hudson Public Schools has partnered with Wayside-MetroWest Community Services.
- The priorities of the grant are:
 - Contracting with licensed community-based providers;
 - Improving coordination with community based-services and community-based providers to improve connections for students and establish more comprehensive continuums of care; and
 - Increasing opportunities for related professional development for school staff, including how to identify students in need of behavioral and mental health support.



Behavioral and Mental Health Services

- Wayside will hire 2 clinicians to work with our 5 schools. One clinician will work with the 3 elementary schools (2 days Farley, 2 days Forest and 1 day Mulready). One clinician will work 2.5 days at QMS and 2.5 days at HHS.
- Wayside and Office of Student Services Next Steps:
 - Completing forms, letters, criteria, and writing protocols.
 - Meeting with building principals to identify students' needs, learn about what clinicians can do and parameters of their jobs, the in-take process and how to incorporate the clinician into the life of each school.



Behavioral and Mental Health Services

- Meeting with agencies (CHAPS, Boys and Girls Club and Hudson Recreation) to discuss how to incorporate groups such as anger management and self-regulation into the after school programs.
- Hiring the Clinicians to potentially begin services during the summer months and contacting neutral locations (such as library and housing units) to secure space for parent support groups and training during the summer.
- Identifying professional development dates to provide training to HPS staff.
- Developing surveys for parents and staff regarding trainings.
- Meeting with principals to discuss schedules and implementation logistics.
- Plan a 10 hour mini-course for secondary and elementary staff in the fall 2019.



Behavioral and Mental Health Services

2019-2020 School Year:

- Begin services in all schools.
- These include attending IEP Team meetings, Principal Advisory Council, facilitating groups such as morning entry meetings, anger management, self-regulation, individual counseling, consultation with teachers, student observations, parent support and training, identifying resources for families and students and more.
- Clinicians work 40 hours per week so they are able to flex their hours and still provide after school work for staff, family and students.



Behavioral and Mental Health Services

- Periodically, Wayside and Office of Student Services will access the sustainability of the partnerships. The ideal number of billable hours to attain is 30-36 hours per week. Billable hour activities include, but are not limited to:
 - Consult with staff and parents
 - Individual counseling
 - Group counseling
 - Classroom observations
 - Parent trainings
 - Staff trainings



Multi-Tiered Systems of Support: OT, PT, and SLP

- Each related services area completed a Multi-Tiered Systems of Support plan for their area.
- Speech and Language Pathologists (SLP) created an MTSS plan for Articulation and Fluency for an 8 week period of time with entrance and exit criteria for consultation, services or referral for evaluation, progress monitoring reports at the end of each 8 week period to communicate progress and next steps, with a letter to parents explaining the process.
- Occupational Therapists (OT) identified handwriting in kindergarten.
- Physical Therapists (PT) identified gross motor in preschool.



Facilitation of IEP Team Meetings

- The Assistant Director of Student Services is now the Team Chairperson for our preschool students. This enables a cohesive approach to Team meetings across the District from Preschool to grade 12 and to our out-of-district students.
 - Tanya O'Connell, Assistant Director of Student Services, Preschool and Out-of-District Teams
 - Alise Wells, Elementary Coordinator of Special Education, K-5 Teams
 - Denise Hayes, Secondary Coordinator of Special Education, 6-12 Teams

Approval of Minutes

April 23, 2019

**Hudson School Committee
Open Session Minutes**

Meeting Date: April 23, 2019

Location: 155 Aspley Street

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

Members absent: Emily Figueiredo, Student Representative

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

I. Call the Meeting to Order: 7:00 p.m.

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

II. Approval of Minutes:

Regular Meeting: April 9, 2019

A motion to approve the minutes of April 9, 2019 was made by Mr. Smith and seconded by Ms. Tousignant Dufour. On a vote of 7-0, the motion passed.

III. Public Participation:

Ms. Shanna Weston, parent of Quinn student, asked about the Quinn Middle School schedule and why it has not been released to parents. She also brought up concerns of the impact of the whole grain waiver and healthiness of the snacks that Chartwells is providing.

Dr. Rodrigues responded that the timeline for the Quinn Middle School schedule has not changed and there would be a presentation to School Committee on May 7. There will be two sessions for parents, one for parents of incoming grade 5 students, and one for parents of incoming grade 6 and 7 students. The schedule will then be brought to the School Committee for final approval at the end of May.

Reports and Presentations

IV. Report of the Superintendent: LOOK Act and Dual Language Program

1. Dr. Rodrigues stated that his report will outline the steps being taken to implement a Dual Language program. He introduced Ms. Erin Goldstein, Director of English Learner Education and Ms. Ana Pimentel, Director of World Languages. They presented on the progress of the planning for a

Dual Language program, with hopes to implement the program in 2020.

They gave an overview of the passage of the LOOK Act in 2017. In 2002, question 2 required ELLs to be taught in sheltered English immersion programs. The new Look Act provides for flexibility for program models and DESE is now encouraging Districts to consider implementing Dual Language programs. The LOOK Act has also established the Seal of Biliteracy. This is a special insignia earned by students who achieve high levels of bilingualism and biliteracy. This seal is a Massachusetts credential placed on the student's diploma.

The goals of Dual Language programs are full bilingualism and biliteracy. All subjects are taught in both languages (English and the partner language). The programs last at least five years but ideally K-12. Well implemented dual language programs result in high academic achievement, full biliteracy and bilingualism, and cultural competence.

Dual language programs are classified in different ways. There are one way programs in which all students are learning the same language. There are also two way programs where there is a mix of ELLs, whose language is the partner language, and English speakers. In this case, the ELLs will learn English and the English speakers will learn the partner language.

Dual Language programs are also classified by language allocation. There are 80-20 programs where 80% of the instructional time is spent in the partner language. This is usually grades K, 1, and 2. By grade 2 or 3, the balance of time starts to shift to a 50-50 program where 50% of the instructional time is taught in each language.

Academic achievement and English development outcomes are similar in both models. The students in 80/20 programs develop higher levels of proficiency in partner language. Some research shows that students in 80/20 programs are more likely to read for pleasure in the partner language. Some well established Massachusetts Dual language programs have transitioned successfully from the 50/50 model to an 80/20 program.

In the United States, there is currently significant growth in Dual Language Programs. Almost every state has some dual language programs and many are actively expanding. There are a variety of languages in these programs across the country. Ms. Pimentel gave the committee a brief list of growing programs in Massachusetts and across the United States. She also spoke about several researched base benefits to bilingualism and dual language programs including:

- Cognitive Benefits for fully proficient bilinguals
- Cognitive benefits for ELLs
 - o Dual Language programs allow an additive model of bilingualism

- Academic Achievement
- Attendance, engagement, interest in school
- College and career readiness
- Development of student's identity
- Cultural Pluralism

Ms. Pimentel and Ms. Goldstein cited studies showing the need for bilingual employees as economies are globalized.

Ms. Goldstein presented a chart of the languages of current kindergarten students in Hudson. Twenty nine percent of our current kindergarteners speak a language other than English at home. There are nine different languages in addition to English. We have enough speakers of Spanish and Portuguese to create dual language programs for those languages in Hudson.

Ms. Goldstein presented a sample chart of what a K-12 dual language program might look like. Additionally, she outlined the following next steps:

- Convene a dual language committee
- Apply to the DESE for new EL program approval
- Plan for program implementation

Discussion ensued.

Ms. Hallsworth asked about the availability of teachers and if any research exists on dual language programs with students with language based disabilities. Additionally, she asked about the parent component and the impact on parents being able to help with homework.

Mr. Maston asked if the program would start in kindergarten and if the program would be for five years or extended.

Ms. Ryan talked about the sign up aspect of the program as well as the possibility of offering programs in additional languages spoken in our community.

Mr. McDowell asked about the logistics of implementation. He pointed out that there could be budget implications with transportation if the dual language classes were all located at one school.

Discussion ensued about the timing and composition of the dual language committee.

Mr. Smith asked about the big watch outs with implementation of dual language programs. Discussion ensued about the planning and support needed both logistically and in preparing teachers and curriculum.

Ms. Goldstein spoke about MABE (Multi-state Association for Bilingual Education). MABE offers consulting services to support districts in implementing programs. The district has been in contact with MABE and other districts to find out about the offerings. Among other things, MABE facilitates a two-day retreat to help plan these programs. They also have resources for professional development for established programs.

Mr. Tracy stated a concern with the total cost of ownership. He made note of the need to look at both the direct cost and indirect costs as part of the well thought out implementation.

Mr. McDowell asked if fifteen months was enough time to have a well thought out implementation. Discussion ensued about the deadlines to apply to the state for approval. Dr. Rodrigues stated that Ms. Goldstein and Ms. Pimentel have presented to him a well thought out detailed step by step timeline. Ms. Goldstein said that MABE recommends about a year and a half. Hudson is on track with this recommendation based on the work that has already been done.

Mr. Tracy asked if it was realistic to start with two languages. Discussion ensued.

The committee stated excitement for this program and offered their support for things that might be needed.

Dr. Rodrigues spoke about the Town of Hudson water issue and the impact to the schools. An action plan was developed over the past weekend. Some fountains were wrapped which sent the wrong message that the water was not safe. The fountains were unwrapped Monday because the town and the EPA have both said that the water meets all regulated standards. Bottled water has been delivered as an alternative and will continue until the filtration project is complete. The estimate for this is 45 days.

Subcommittee Reports

Budget Subcommittee

None

Policy Subcommittee

The Policy Subcommittee will be meeting before next school committee meeting.

Strategic Goals Subcommittee

Mr. Maston stated that they are working to schedule for early May.

Superintendent's Evaluation Subcommittee

Mr. Maston stated that they are working to schedule for early May.

Other:

Student Report

Emily Figueiredo, student representative reported that it has been very busy. Community Council is hosting a badminton tournament as a fundraiser for future projects.

V. **Matters for Discussion:**

- a) Old Business
- b) New Business

1. **Chartwells Update**

Chris Callahan and Shane Riordan of Chartwells gave the following update: Mr. Callahan clarified that the whole grain waiver is only for pizza dough and pasta. Additionally, whole grain pasta is also being used. The bread being used is still whole grain.

Mr. Riordan presented the following results:

Financials

- March sales, reimbursements, and profit is up YTD vs. last year.
- Reimbursable lunch participation up 9% YTD
- Meal counts up 30,000 YTD
- Revenues up 89,000 YTD
- Program subsidy down 69% YTD vs. last year

Recent Initiatives

- 100% juice slushes have been introduced in the elementary schools as a breakfast and lunch participation driver. Breakfast participation has increased.
- The Grant application for Fuel up to Play 60 for \$10,000 has been submitted. This grant will be split between the Nutrition and Physical Activity Departments.
- Successful completion of Procurement Audit
- State Administrative Review prep for May review
- Chartwells is working with administration to inventory and access the state of food service Equipment district wide.
- Fully implemented Smart Snack products at all schools. Smart snacks are reformulated for schools to meet the USDA guidelines. Mr. Riordan introduced the requirements for a snack to be considered a smart snack. All snacks that are being sold meet all the requirements.
- Visits have been made at all schools to make sure monitoring of snack purchases is in place. There is a mechanism in place to allow parents to control if they want to opt out of their student buying snacks.

Discussion ensued about smart snacks. Twenty to twenty-five percent of the students are getting a snack after the full meal. Mr. Riordan spoke about the financial impact of the a la carte snacks at the elementary schools.

Ms. Ryan stated that parents have reached out to have certain snacks removed. Mr. Callahan suggested that the next wellness meeting have some

people involved to go through the list and come up with a plan for next year.

Ms. Hallsworth asked if there is a complete list of available snacks. Mr. Callahan said there is a link on the website to the USDA link to smart snacks. Discussion ensued about the breakfast cereals as well.

Mr. Tracy asked if there has been a statistical change in purchases since the whole grain waiver was implemented. He has asked for this data to make sure it is worth it.

Discussion ensued about the nutrition labels and amount of sugar and if this information could be found on the nutri kids site.

Discussion ensued about the mechanisms in place to make sure parents have control and their students cannot buy certain products. Clarification on the process to do this was explained. The committee requested clear instructions on the process to be sent out to each school.

2. Meal Rate Increase Discussion

Ms. Patty Lange Executive Director of Finance and Operations gave the following overview of unpaid balances:

As of April 12, there is an unpaid lunch balance \$9759.58. About \$6000 of this has been generated this year. Weekly emails are sent to parents alerting them they have an unpaid balance. Parents are also able to set up low balance alerts themselves. Additionally, the principals get a list every week.

Discussion ensued about whether the outreach has resulted in Free and Reduced Lunch Applications.

Ms. Lange reported that the Federal School Lunch program requires lunch prices to be set in accordance with their guidelines. She explained that we did not raise prices this year when we secured a new food service vendor. If our program is not profitable, we are required to use the price equity tool provided by the U.S.D.A and will have to raise prices in FY20.

Discussion ensued about the consequences of not complying. Ms. Lange said the district could be fined or lose reimbursements.

Ms. Lange presented several options for a pricing structure over the next two years and how the options fit with the price equity tool. Discussion ensued.

Mr. Tracy requested to have the number of cash meals before the next meeting.

Dr. Rodrigues stated that this will be brought forward for a vote at the next

meeting.

Discussion ensued about the goal to break even in the food service program and the difference in the accounting views vs. cash flow views.

3. FY19 Budget Forecast

Ms. Lange gave a review of FY19 budget and impact on the district's long-term financial plan. She reported that things are more favorable since the February projection in all categories (general expense, personnel, and transportation).

General Expense savings are based somewhat on our hiring freeze, legal and professional, technology, contracted services, utilities, copying, and Professional Development.

Personnel savings were achieved by hiring less than our budget, leaves of absence, and unfilled vacancies throughout the year.

Maintenance of effort is an annual fiscal requirement for a district who receives the IDEA grant. This maintenance of effort requires a calculation to prove that for special education, we spend at the same level of local and state funding compared to last year. This will result in using some of our circuit breaker funding this year but this will be offset by using less school choice funds.

Ms. Lange stated that we are on target to meet our financial plan and may have some additional funds. We will develop a plan with the budget team and bring the recommendation to the school committee. It is possible we could pre pay some items this year in preparation for next year.

Ms. Lange updated the committee on the Transportation Bid. She reported that bids came in from Durham Express, First Student, and NRT. First Student came in with the lowest bid. Currently, Ms. Lange is checking references and reading the bid. There will be a recommendation at the next school committee meeting for a contract. With this bid it appears that it is about \$80,000 less than the budget in year one.

Dr. Rodrigues added now that we know the budget for transportation we can start the hiring associated with the new budget.

4. Quinn Middle School Principal Search Update

Dr. Rodrigues gave the following update on the Quinn Middle School Principal Search:

- Focus Groups were conducted
- A survey was sent out
- There were 34 applicants of which 8 were identified to be interviewed

- The candidates will be interviewed on May 1
- There will be a Meet and Greet of the top 3 candidates for staff and community on May 8
- The superintendent's cabinet will interview the top 3 candidates on May 13

VI. **Matters for Action:**

Old Business

1. **Second Reading and Approval of Proposed School Committee Policies: Section J: School Choice**

Dr. Rodrigues and Mr. Smith stated that there had been no feedback regarding these policies. A motion to approve the Proposed School Committee Policies: Section J School Choice was made by Ms. Tousignant Dufour and seconded by Mr. Smith. On a vote of 7-0, the motion passed.

New Business

1. **Approval of Portugal UNESCO Conference for Young Scientists : Anticipated Dates: 1/8/20-1/11/20**

A motion to approve the Portugal UNESCO Conference for Young Scientists: Anticipated Dates 1/8/20-1/11/20 was made by Ms. Tousignant Dufour and seconded by Ms. Hallsworth. On a vote of 7-0, the motion passed.

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

Mr. Smith would like to create a resolution for the MASC conference to see how we can make the transportation piece more competitive. Ms. Lange commented that the collaborative she works with is putting together a consortium with this as one of its goal. Mr. Smith stated he would be gathering information to bring to the school committee soon.

Mr. Maston stated he has been contacted by Lynn Ryan who has put together a nomination for George Luoto for lifetime membership to MASC. Mr. Maston will bring this to the next meeting.

Ms. Ryan stated that she had a very nice lunch earlier that day with the secretaries and administrative assistants. The lunch was put on by the administration team. She stated how nice it was to see everyone in a very different setting.

VIII. **Executive Session**

Not Needed

IX. **Adjournment**

Not Approved

A motion to adjourn was made by Mr. Tracy and seconded by Ms. Hallsworth. On a vote of 7-0, the motion passed. At 9:15 p.m. Committee Chair, Glenn Maston, adjourned the meeting.

Respectfully submitted,

Elizabeth Hallsworth, Secretary
Hudson School Committee

Matters for Discussion

New Business

1.) English Learner Student Presentation

Matters for Discussion
New Business

2.) Discussion of Quinn Middle School
Master Schedule

QUINN MASTER SCHEDULE

2019-2020



“THE WINDSHIELD IS BIGGER &
WIDER THAN THE REARVIEW
MIRROR FOR A REASON”

2019-2020 GRADE 5 QUINN MASTER SCHEDULE

CORE CONTENT CLASSES

- **ELA**
- **MATH**
- **SOCIAL STUDIES**
- **SCIENCE**

THE FIVE HIGHLIGHTED AREAS IN BLUE ARE FIVE BLOCKS WHERE GRADE 7 STUDENTS WILL TAKE THEIR FIVE CORE-CONTENT CLASSES.
 THESE CLASSES, IN SOME CASES, HAVE THE ABILITY TO ROTATE.

ELA
MATH
SOCIAL STUDIES
SCIENCE
STEM/ART & DRAMA

GRADE-7	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5	DAY 6
7:32-7:47	HR	HR	HR	HR	HR	HR
7:47-8:39 (52)	CORE	CORE	CORE	CORE	CORE	CORE
8:40-9:32 (52)	CORE	CORE	CORE	CORE	CORE	CORE
9:33-10:25 (52)	CORE	CORE	CORE	CORE	CORE	CORE
10:26-10:46	Break SEL	Break SEL	Break SEL	Break SEL	Break SEL	Break SEL
10:47-11:30 (43)	Related Arts	Related Arts	Related Arts	Related Arts	Related Arts	Related Arts
11:31-11:51	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
11:52-12:44 (52)	CORE	CORE	CORE	CORE	CORE	CORE
12:45-1:37 (52)	CORE	CORE	CORE	CORE	CORE	CORE
1:38-2:21	Related Arts	Related Arts	Related Arts	Related Arts	Related Arts	Related Arts
2:22-2:25	HR	HR	HR	HR	HR	HR

THE FIVE HIGHLIGHTED AREAS IN **GREEN** ARE FIVE BLOCKS WHERE GRADE 6 STUDENTS WILL TAKE THEIR FIVE CORE-CONTENT CLASSES.
THESE CLASSES, IN SOME CASES, HAVE THE ABILITY TO ROTATE.

ELA
MATH
SOCIAL STUDIES
SCIENCE
STEM/DRAMA & ART

GRADE-7	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5	DAY 6
7:32-7:47	HR	HR	HR	HR	HR	HR
7:47-8:39 (52)	CORE	CORE	CORE	CORE	CORE	CORE
8:40-9:32 (52)	CORE	CORE	CORE	CORE	CORE	CORE
9:33-10:16 (43)	Related Arts	Related Arts	Related Arts	Related Arts	Related Arts	Related Arts
10:17-11:09 (52)	CORE	CORE	CORE	CORE	CORE	CORE
11:10-11:30	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
11:31-12:14 (43)	Related Arts	Related Arts	Related Arts	Related Arts	Related Arts	Related Arts
12:15-12:35	Break SEL	Break SEL	Break SEL	Break SEL	Break SEL	Break SEL
12:36-1:28 (52)	CORE	CORE	CORE	CORE	CORE	CORE
1:29-2:21 (52)	CORE	CORE	CORE	CORE	CORE	CORE
2:22-2:25	HR	HR	HR	HR	HR	HR

THE FOUR HIGHLIGHTED AREAS IN **RED** ARE FOUR BLOCKS WHERE GRADE 5 STUDENTS WILL TAKE THEIR FOUR CORE-CONTENT CLASSES. THESE CLASSES, IN SOME CASES, HAVE THE ABILITY TO ROTATE.

ELA

MATH

SOCIAL STUDIES

SCIENCE

GRADE-5	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5	DAY 6
7:32-7:47	HR	HR	HR	HR	HR	HR
7:47-8:39 (52)	CORE	CORE	CORE	CORE	CORE	CORE
8:40-9:23 (43)	Related Arts	Related Arts	Related Arts	Related Arts	Related Arts	Related Arts
9:24-10:16 (52)	CORE	CORE	CORE	CORE	CORE	CORE
10:17-11:09 (52)	CORE	CORE	CORE	CORE	CORE	CORE
11:10-12:02 (52)	Jr. HAWK BLOCK	Jr. HAWK BLOCK	Jr. HAWK BLOCK	Jr. HAWK BLOCK	Jr. HAWK BLOCK	Jr. HAWK BLOCK
12:03-12:23	Break	Break	Break	Break	Break	Break
12:24-12:44	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
12:45-1:28 (43)	Related Arts	Related Arts	Related Arts	Related Arts	Related Arts	Related Arts
1:29-2:21 (52)	CORE	CORE	CORE	CORE	CORE	CORE
2:22-2:25	HR	HR	HR	HR	HR	HR

SCHOOL-WIDE PROGRAM OF STUDY

- **ELA**
- **MATH**
- **SOCIAL STUDIES**
- **SCIENCE**
- **WORLD LANGUAGE**
- **RELATED ARTS**

WORLD LANGUAGE

- **QUINN STUDENTS WILL SELECT EITHER PORTUGUESE OR SPANISH AS THEIR WORLD LANGUAGE CLASS.**
- **THIS WORLD LANGUAGE CLASS WILL MEET DAILY FOR 43 MINUTES THROUGHOUT THE ENTIRE SCHOOL YEAR.**

RELATED ARTS

- GRADE 5 STUDENTS WILL TAKE WELLNESS, ART, & MUSIC.
- WELLNESS IS A COMBINATION OF PHYSICAL EDUCATION & HEALTH THAT WILL MEET EVERY OTHER DAY THROUGHOUT THE SCHOOL YEAR.
 - ART WILL MEET EVERY FOURTH DAY THROUGHOUT THE YEAR.
 - MUSIC WILL MEET EVERY FOURTH DAY THROUGHOUT THE YEAR. STUDENTS WHO OPT TO TAKE BAND OR CHORUS WILL TAKE BAND OR CHORUS DURING THIS MUSIC BLOCK.

THE TWO HIGHLIGHTED AREAS IN **YELLOW** ARE TWO BLOCKS WHERE GRADE 7 STUDENTS CAN TAKE W.L. & R.A. CLASSES.

THESE CLASSES ARE LOCKED IN THE SCHEDULE.

WORLD LANGUAGE – MEETS DAILY THROUGHOUT THE YEAR.

RELATED ARTS – WELLNESS (2X), ART, MUSIC ROTATE DAILY.

GRADE-7	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5	DAY 6
7:47-8:39 (52)	CORE	CORE	CORE	CORE	CORE	CORE
8:40-9:32 (52)	CORE	CORE	CORE	CORE	CORE	CORE
9:33-10:25 (52)	CORE	CORE	CORE	CORE	CORE	CORE
10:26-10:46	Break	Break	Break	Break	Break	Break
10:47-11:30 (43)	Related Arts	Related Arts	Related Arts	Related Arts	Related Arts	Related Arts
11:31-11:51	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
11:52-12:44 (52)	CORE	CORE	CORE	CORE	CORE	CORE
12:45-1:37 (52)	CORE	CORE	CORE	CORE	CORE	CORE
1:38-2:21	Related Arts	Related Arts	Related Arts	Related Arts	Related Arts	Related Arts
2:22-2:25	HR	HR	HR	HR	HR	HR

THE TWO HIGHLIGHTED AREAS IN **YELLOW** ARE TWO BLOCKS WHERE GRADE 6 STUDENTS CAN TAKE W.L. & R.A. CLASSES.

THESE CLASSES ARE LOCKED IN THE SCHEDULE.

WORLD LANGUAGE – MEETS DAILY THROUGHOUT THE YEAR.

RELATED ARTS – WELLNESS (2X), ART, MUSIC ROTATE DAILY.

GRADE-7	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5	DAY 6
7:47-8:39 (52)	CORE	CORE	CORE	CORE	CORE	CORE
8:40-9:32 (52)	CORE	CORE	CORE	CORE	CORE	CORE
9:33-10:16 (43)	Related Arts	Related Arts	Related Arts	Related Arts	Related Arts	Related Arts
10:17-11:09 (52)	CORE	CORE	CORE	CORE	CORE	CORE
11:10-11:30	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
11:31-12:14 (43)	Related Arts	Related Arts	Related Arts	Related Arts	Related Arts	Related Arts
12:15-12:35	Break	Break	Break	Break	Break	Break
12:36-1:28 (52)	CORE	CORE	CORE	CORE	CORE	CORE
1:29-2:21 (52)	CORE	CORE	CORE	CORE	CORE	CORE
2:22-2:25	HR	HR	HR	HR	HR	HR

THE TWO HIGHLIGHTED AREAS IN **YELLOW** ARE TWO BLOCKS WHERE GRADE 5 STUDENTS CAN TAKE W.L. & R.A. CLASSES.

THESE CLASSES ARE LOCKED IN THE SCHEDULE.

WORLD LANGUAGE – MEETS DAILY THROUGHOUT THE YEAR.

RELATED ARTS – WELLNESS (2X), ART, MUSIC ROTATE DAILY.

GRADE-5	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5	DAY 6
7:47-8:39 (52)	CORE	CORE	CORE	CORE	CORE	CORE
8:40-9:23 (43)	Related Arts	Related Arts	Related Arts	Related Arts	Related Arts	Related Arts
9:24-10:16 (52)	CORE	CORE	CORE	CORE	CORE	CORE
10:17-11:09 (52)	CORE	CORE	CORE	CORE	CORE	CORE
11:10-12:02 (52)	JR HAWK BLOCK	JR HAWK BLOCK	JR HAWK BLOCK	JR HAWK BLOCK	JR HAWK BLOCK	JR HAWK BLOCK
12:03-12:23	Break	Break	Break	Break	Break	Break
12:24-12:44	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
12:45-1:28 (43)	Related Arts	Related Arts	Related Arts	Related Arts	Related Arts	Related Arts
1:29-2:21 (52)	CORE	CORE	CORE	CORE	CORE	CORE
2:22-2:25	HR	HR	HR	HR	HR	HR

EACH GRADE LEVEL WILL HAVE A 5TH COURSE

GRADE 7

ONE SEMESTER OF STEM

MATCHED WITH:

**ONE QUARTER OF DRAMA &
ONE QUARTER OF ART**

GRADE 6

ONE SEMESTER OF STEM

MATCHED WITH:

**ONE QUARTER OF ART &
ONE QUARTER OF DRAMA**

GRADE 5

A YEAR-LONG

“JUNIOR HAWK BLOCK”

GRADE 5 PROGRAM OF STUDY

- **ELA**
- **MATH**
- **SOCIAL STUDIES**
- **SCIENCE**
- **WORLD LANGUAGE**
- **RELATED ARTS**
- **“HAWK” BLOCK**

“HAWK” BLOCK

- GRADE 5 STUDENTS WILL HAVE A “HAWK” BLOCK. THIS 52-MINUTE PERIOD THAT MEETS DAILY IS AN OPPORTUNITY FOR STUDENTS TO EXPERIENCE MANY OPPORTUNITIES INCLUDING, BUT NOT LIMITED TO, SOCIAL-EMOTIONAL LEARNING, ENRICHMENT OPPORTUNITIES, REMEDIATION, BAND SECTIONALS, STEAM & DRAMA UNITS, EXECUTIVE FUNCTIONING CLASSES, SPECIAL EDUCATION & E.L. SERVICES, & GUIDANCE-FACILITATED SOCIAL GROUPS. THIS IS AN OPPORTUNITY TO GIVE STUDENTS WHAT THEY NEED & WILL LOOK DIFFERENT FOR STUDENTS THROUGHOUT THE YEAR.

JR. HAWK BLOCK

A DAILY 52-MINUTE BLOCK FOR GRADE 5 STUDENTS

SOCIAL-EMOTIONAL LEARNING, ENRICHMENT OPPORTUNITIES, REMEDIATION, BAND SECTIONALS, STEAM & DRAMA UNITS, EXECUTIVE FUNCTIONING CLASSES, SPECIAL EDUCATION & E.L. SERVICES, & GUIDANCE-FACILITATED SOCIAL GROUPS. THIS IS AN OPPORTUNITY TO GIVE STUDENTS WHAT THEY NEED & WILL LOOK DIFFERENT FOR STUDENTS THROUGHOUT THE YEAR.

GRADE-5	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5	DAY 6
7:47-8:39 (52)	CORE	CORE	CORE	CORE	CORE	CORE
8:40-9:23 (43)	Related Arts	Related Arts	Related Arts	Related Arts	Related Arts	Related Arts
9:24-10:16 (52)	CORE	CORE	CORE	CORE	CORE	CORE
10:17-11:09 (52)	CORE	CORE	CORE	CORE	CORE	CORE
11:10-12:02 (52)	HAWK BLOCK	HAWK BLOCK	HAWK BLOCK SEL	HAWK BLOCK	HAWK BLOCK	HAWK BLOCK SEL
12:03-12:23	Break	Break	Break	Break	Break	Break
12:24-12:44	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
12:45-1:28 (43)	Related Arts	Related Arts	Related Arts	Related Arts	Related Arts	Related Arts
1:29-2:21 (52)	CORE	CORE	CORE	CORE	CORE	CORE
2:22-2:25	HR	HR	HR	HR	HR	HR

BREAK & LUNCH

ALL GRADE 5 STUDENTS WILL
HAVE A 20-MINUTE DAILY BREAK
AND A 20-MINUTE DAILY LUNCH
BLOCK.

12:03-12:23 BREAK

12:24-12:44 LUNCH

GRADE-5	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5	DAY 6
7:47-8:39 (52)	CORE	CORE	CORE	CORE	CORE	CORE
8:40-9:23 (43)	Related Arts	Related Arts	Related Arts	Related Arts	Related Arts	Related Arts
9:24-10:16 (52)	CORE	CORE	CORE	CORE	CORE	CORE
10:17- 11:09 (52)	CORE	CORE	CORE	CORE	CORE	CORE
11:10- 12:02 (52)	HAWK BLOCK	HAWK BLOCK	HAWK BLOCK SEL	HAWK BLOCK	HAWK BLOCK	HAWK BLOCK SEL
12:03-12:23	Break	Break	Break	Break	Break	Break
12:24-12:44	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
12:45-1:28 (43)	Related Arts	Related Arts	Related Arts	Related Arts	Related Arts	Related Arts
1:29-2:21 (52)	CORE	CORE	CORE	CORE	CORE	CORE
2:22-2:25	HR	HR	HR	HR	HR	HR

GRADE 5 TEAMS

MAGNOLIA

COMPRISED OF

4-CONTENT TEACHERS

WILL HAVE 80+
STUDENTS ON TEAM

BALSAM

COMPRISED OF

4-CONTENT TEACHERS

WILL HAVE 80+
STUDENTS ON TEAM

WILLOW

COMPRISED OF

TWO-CONTENT TEACHERS

ONE ELA/SS & ONE MATH/SCI
WILL HAVE 40+ STUDENTS ON
TEAM

Matters for Discussion

New Business

- 3.) Nomination of Mr. George Luoto for Life Membership at Massachusetts Association of School Committees

Matters for Discussion

New Business

4.) Quarter 3 Student Activities Report

HUDSON PUBLIC SCHOOLS

Delivering world-class education today
for the global leaders of tomorrow

Central Administration Building
155 Apsley Street
Hudson, MA 01749

Tel (978) 567-6100
Fax (978) 567-6103
www.hudson.k12.ma.us

To: School Committee, Principals, Advisors, Student Officers, Town Accountant and Town Treasurer
cc: Dr. Marco Rodrigues, Superintendent of Schools
From: Patricia Lange, Executive Director of Finance and Operations
Date: 5/6/2019
Re: Student Activities Reporting Period Ending March 31, 2019



Attached are the Student Activity Reports for the period ending March 31, 2019, for Hudson High School and Quinn Middle School. The cover page is the reconciliation of the Agency Savings account to the Town's general ledger. The bottom of the page shows that the totals of the reconciled balances of the Agency savings account and the school checking account total to the subsidiary ledger of the student fund balances. The second page shows the subsidiary ledger, listing the student fund balances.

If you have any questions, or need additional information, please do not hesitate to contact me.

Student Activity Funds Reconciliation				FY19
HHS Account 1217 - AGENCY ACCOUNT				
YTD 3/31/2019				
				Avidia #0050631701
	Town	Bank	VADAR Variance	
	General Ledger	AGENCY ACCT		
Balance at June 30, 2018	90,597.23	210,338.21		
Cash Management Transfer	0.00	(119,740.98)		FY18 4th Qtr. Transfer
Bank Interest	519.73	740.64		
Receipts	137,949.33	213,285.17	(75,335.84)	
NSF & Debits Adjustments	(200.00)	(1,352.00)	(1,552.00)	
Expenditures	(167,561.12)	(74,182.47)		
Ending Balance	61,305.17	229,088.57	(167,783.40)	
ACTION NEEDED BY TOWN				
Record FEB Interest	112.46			
Record MAR Interest	108.45			
Record FEB Deposits	31,037.12			
Record MAR Deposits	43,986.72			
Record MAR NSF	(840.00)			
Mar Dep rec in April on Bank	76.84	76.84		
TOWN ADJUSTMENTS				ACTION NEEDED
Cash Management Xfer - Debit		(16,615.29)		Outstanding warrant 1/18/2019
Cash Management Xfer - Debit		(14,179.40)		Outstanding warrant 1/18/2019
Cash Management Xfer - Debit		(12,070.05)		Outstanding warrant 2/4/2019
Cash Management Xfer - Debit		(14,396.70)		Outstanding warrant 2/12/2019
Cash Management Xfer - Debit		(4,513.65)		Outstanding warrant 3/1/2019
Cash Management Xfer - Debit		(14,283.86)		Outstanding warrant 3/20/2019
Cash Management Xfer - Debit		(17,519.70)		Outstanding warrant 3/20/2019
Cash Management Xfer - Debit		200.00		Overpymnt 2nd QTR Trans Due
Total Warrants		(93,378.65)		
SCHOOL ADJUSTMENTS				
Total Reconciled Balance	135,786.76	135,786.76	0.00	

Prepared by:

Date: 5/06/2019

Approved by:

Date:

Cathy Moon
5/6/19
Patricia Lange
May 6, 2019

	March	Outstanding		Reconciled Balance
	Bank Statement	Checks/ Transfers	deposits	
Checking Account	42,874.16	(15,031.26)		\$ 27,842.90
Agency Account	229,088.57	(93,378.65)	76.84	\$ 135,786.76
		Total Reconciled Balance		\$ 163,629.66
		Total Subsidiary Accounts		\$ 163,629.66
		Quickbook's Variance		\$ -

10:23 AM

04/22/19

Cash Basis

Hudson High School Student Activity Fund

Profit & Loss

July 2010 through March 2019

	Jul '10 - Mar 19
Income	
Advanced Placement	6,984.76
Advanced Placement Text	365.34
All School Musical	33,354.64
Athletics	
Athletic General	2,347.77
Athletic Ice Hockey	2,087.42
Athletics -Boys' Tennis	725.95
Athletics Boys' Basketball	429.71
Athletics Boys Soccer	375.00
Athletics Cheering	150.00
Athletics Field Hockey	-10.00
Athletics Football	481.08
Athletics Girls' Basketball	60.00
Athletics Girls' Soccer	1,784.14
Athletics Girls' Tennis	250.00
Athletics Girls Basketball	640.00
Athletics Girls JV Tennis	74.80
Athletics Gymnastics	1,012.64
Athletics Softball	1,029.01
Athletics Volleyball	775.76
Baseball	628.98
Total Athletics	12,842.26
Band	3,967.91
Bank Charges and Interest	4,698.72
Bus Account	1,656.51
Chorus	2,484.12
Class of 2019	20,826.36
Class of 2020	14,320.96
Class of 2021	5,117.59
Class of 2022	3,946.34
Class of 2023	816.40
Class/Team Fundraisers	
Amazon Trip April	223.89
Athletic Training Field Trip	8.75
Macbeth Field Trip English 10	376.48
Physics Class Field Trip	259.45
Sao Tome Trip	16,885.42
Total Class/Team Fundraisers	17,753.99
Community Council	922.25
CPR	993.85
Earth Council	516.35
General Fund	5,223.15
Germany Trip	1,630.52
Guidance	860.43
Journalism Club	877.26
Junior Honor Society	920.22
Math League	29.00
My School Bucks	165.84
National Art Honor Society	766.64
National Honor Society	103.18
Outdoor Club	208.37
S.A.D.D.	2,663.45
School Store	4,544.12
Senior Class Parking	2,287.01
Ski Club	1,637.14
Spain Trip	1,885.65
Spirit Committee	4,155.53
Strive	1,061.57
TV Studio	1,622.55
Ultimate Frisbee	697.24

10:23 AM

Hudson High School Student Activity Fund

04/22/19

Profit & Loss

Cash Basis

July 2010 through March 2019

	Jul '10 - Mar 19
UNESCO Trip	415.27
Yearbook	307.17
Total Income	163,629.66
Gross Profit	163,629.66
Net Income	163,629.66 <i>← u</i>

Student Activity Funds Reconciliation				FY19
QMS Account 2838 - AGENCY ACCOUNT				
YTD 03/31/2019				
				Avidia #0051801401
	Town	Bank	VADAR Variance	
	General Ledger	AGENCY ACCT		
Balance as of June 30, 2018	16,781.36	44,079.43		
Cash Management Transfer	0.00	(27,298.07)		FY18 4th Qtr. Transfer
Bank Interest	37.31	47.99		
Receipts	5,730.15	17,046.56		
Expenditures	(8,618.40)	(6,030.97)		
Ending Balance	13,930.42	27,844.94	(13,914.52)	
ACTION NEEDED BY TOWN				
To Record February Deposits	354.00			
To record March Deposits	10,962.41			Warrant 9/20/18
To record February Interest	5.07			
To record March Interest	5.61			
To record March Warrant	(5,753.91)			
TOWN ADJUSTMENTS				ACTION NEEDED
		(1,470.43)		Warrant 1/30/19
		(1,117.00)		Warrant 3/16/19
		(5,753.91)		Warrant 3/28/19
Total Warrants		(8,341.34)		
SCHOOL ADJUSTMENTS				
Total Reconciled Balance	19,503.60	19,503.60	0.00	

Prepared by:
Date: 4/25/19
Approved by:
Date:

Gregg Morrison
4/26/19
[Signature]
5/3/19

	March		Outstanding		Reconciled Balance
	Bank Statement	Checks/ Transfers	Deposits		
Checking Account	M 3,559.26	N (1,968.00)	O 6,870.91	P	8,462.17
Agency Account	Q 27,844.94	R (8,341.34)		L	19,503.60
Total Reconciled Balance					\$ R 27,965.77
Total Subsidiary Accounts					\$ S 27,965.77
Variance					\$ -

**HUDSON PUBLIC SCHOOLS
David J. Quinn Middle School
STUDENT ACTIVITIES ACCOUNT
SUBSIDIARY ACCOUNTS RECONCILIATION**

MONTH of March 2019

Art Club	\$	275.95
Band/Chorus	\$	2,163.87
Drama	\$	12,725.83
Class Teams:		
Spruce(Amber) Team	\$	17.67
Coral Team	\$	-
Maple(Jade) Team	\$	-
Oak(Onyx) Team	\$	306.60
Bonsai Team	\$	25.06
Magnolia(Sapphire) Team	\$	-
Balsam(Topaz) Team	\$	-
General Funds	\$	5,112.16
Interest Earnings	\$	427.89
Library	\$	875.63
Ski Club	\$	4,457.17
Student of the Month	\$	63.18
Yearbook	\$	1,514.76
Total of Student Activity Accounts	\$	<u>27,965.77</u>

Matters for Discussion

New Business

5.) Discussion of Proposed MASC Resolution

2019 MASC Resolution: School Transportation

Submitted by: Hudson School Committee

WHEREAS: Among the transportation cost concerns for school districts is the lack of competition for bus contracts for regular day ("yellow bus") services, as well as costs for special education transportation; and

WHEREAS: M.G.L. c. 30B § 5 requires acceptance of the lowest cost bid; and

WHEREAS: Other factors beyond cost, such as past performance, can not be considered when accepting a bid; and

WHEREAS: Competition for transportation contracts has decreased over the years; and

WHEREAS: The transportation industry has been contracting and now has fewer competitors; and

WHEREAS: Many smaller districts only receive 1 bid when soliciting transportation contract proposals; and

WHEREAS: No action on this subject has been taken to increase competition; and

WHEREAS: The lack of bidders on school transportation contracts requires a deeper analysis by the appropriate state officials;

THEREFORE BE IT RESOLVED that: To promote greater competition for bus service contracts and improve performance, MASC call for the creation of a working group to advise the legislature on the best solutions to support greater competition and higher performance from transportation companies.

Rationale:

1. Evidence of lack of competition:
 - a. <https://framingham.wickedlocal.com/x1724410655/Schools-try-to-attract-more-bus-contract-bidders>
 - b. <https://www.telegram.com/news/20171216/no-competition-for-school-bus-contracts-poses-problem>
 - c. <https://capecodchronicle.com/en/5349/chatham/3846/No-Bus-Bids-Mean-Big-Transportation-Decision-For-Monomoy-School-District-Monomoy-Regional-School-District-Education-Monomoy-Regional-High-School-Monomoy-Regional-Middle-School-Chatham-Elementary-School-Harwich-Elementary-School.htm>
2. Other local districts have expressed similar concerns
3. Options to address issues are limited without additional competition and potentially flexibility to choose companies based on more than just price.

Matters for Action Old Business

1.) Approval of Meal Rate Increase

Lunch Price Increase Discussion

- Federal School Lunch Program requires lunch prices to be set in accordance with their guidelines.
- In FY19 HPS is slightly under the target.
- In FY20 HPS is required to raise lunch prices.
- The price equity tool is the mechanism provided by the U.S.D.A. to determine the minimum price.

Lunch Price Increase Discussion

- Raise student prices slightly every year.
- Raise student prices an amount that will be sustainable over several years.
- Raise adult meals from 4.00 to 4.25 plus tax.

Lunch Price Increase Option One

- Option One:
- Raise lunch prices 10 cents in FY20
- Raise lunch prices 10 cents in FY21

Paid Lunch Equity Tool (PLE)	Current Price	FY20	FY21
Elementary	2.75	2.85	2.95
Secondary	3.00	3.10	3.20
PLE Calculation		3.01	3.11
PLE Goal		3.00	3.08

Lunch Price Increase Option Two

- Option Two:
- Raise Secondary lunch 25 cents in year one
- Raise Elementary lunch 25 cents in year two

Paid Lunch Equity Tool (PLE)	Current Price	FY20	FY21
Elementary	2.75	2.75	3.00
Secondary	3.00	3.25	3.25
PLE Calculation		3.06	3.16
PLE Goal		3.00	3.08

Lunch Price Increase Option Three

- Option Three:
- Raise lunch prices 25 cents in FY20

Paid Lunch Equity Tool (PLE)	Current Price	FY20	FY21 Estimate
Elementary	2.75	3.00	3.00
Secondary	3.00	3.25	3.25
PLE Calculation		3.16	3.16
PLE Goal		3.00	3.08

Food Service

Breakfast and Lunch Purchases – March 2019

The School Committee requested information relative to the volume of cash sales in relation to electronic charges. The chart attached provides an overview of all sales in the month of March 2019.

For breakfast, the cash purchases accounted for \$22.00 of the \$2,502.30 in total sales, or 0.8%. For lunch, the cash purchases accounted for \$755.06 of the \$27,326.55 in total sales, or 2.7%.

The attached chart also shows the *sales on account* which represents the money available on the accounts and the *charged sales* where there are no funds available for the purchase.

Breakfast and Lunch Purchases - March 2019

School	# of Breakfasts Purchased	Cash Sales	Sales on Account	Charged Sales	Total	# of Lunches Purchased	Cash Sales	Sales on Account	Charged Sales	Total
Farley	1,317	\$0.00	\$550.59	\$116.61	\$667.20	3,594	\$0.00	\$3,444.89	\$481.91	\$3,926.80
Forest	1,354	\$0.00	\$529.88	\$90.52	\$620.40	3,360	\$2.50	\$3,721.48	\$511.07	\$4,235.05
HHS	1,218	\$22.00	\$213.00	\$147.80	\$382.80	6,989	\$698.25	\$7,587.36	\$1,976.19	\$10,261.80
Mulready	916	\$0.00	\$513.80	\$69.10	\$582.90	2,296	\$23.31	\$2,738.26	\$275.13	\$3,036.70
Quinn	1,039	\$0.00	\$191.75	\$57.25	\$249.00	4,875	\$31.00	\$4,908.79	\$926.41	\$5,866.20
TOTALS	5,844	\$22.00	\$1,999.02	\$481.28	\$2,502.30	21,114	\$755.06	\$22,400.78	\$4,170.71	\$27,326.55

Note: There were 20 serving days for Breakfast in March and 19 serving days for lunch

Note: Cash sales are different prices - for Breakfast, they are are \$1.50 and \$0.30 and for lunches they are either \$2.75, \$3.00 or \$0.40

Matters for Action
Old Business

2.) Approval of FY19 Balance Spending Plan

FY19 Balance Spending Plan

The Budget Committee met on May 14th to prioritize the spending of the extra carry-over balance identified in the FY19 Budget Forecast presented to the School Committee on April 23, 2019.

The Budget Committee identified the following areas as priorities:

FY19 BUDGET		
Department	Proposed Allocation	Amount
Personnel	Two Substitutes in Each Building (School Choice)	177,158.00
Personnel	Teacher for enrollment (School Choice)	65,000.00
Art	Art supplies	3,000.00
English Learner	Pole Vault and High Jump Equipment	25,000.00
English Learner	Dual language Program Materials and MABE Consult	25,000.00
Facilities	Generators MUL and FOR - Materials	115,000.00
Facilities	New folding machine for mailings	7,000.00
Farley	Freckle and Seesaw Subscription (Software)	3,500.00
Food Service	Food Service Equipment	30,000.00
Hudson High	Students group college tours	600.00
Instr. Technology	STEM elective materials and training - QMS	20,000.00
Instr. Technology	Library Books - Elementary	3,000.00
Math	Math Supplies	600.00
Nursing	Health Office supplies	1,000.00
Nursing	AED High School	1,400.00
Performing Arts	Legs for HHS Auditorium Curtains	1,500.00
Performing Arts	Music Electives - Instruments	2,000.00
Special Education	Prepay FY20 Tuitions in FY19	243,139.00
Tech Maintenance	Apsley Street Phone system	70,000.00
Wellness	Wellness supplies	3,039.00
World Language	Heritage Class Instructional Materials - QMS	4,064.00
Total		801,000.00

5/14/2019

HUDSON PUBLIC SCHOOLS April 23, 2019 Projection

FY19 Budget Projected Savings		
Expenditure Description	Estimated Savings	Description
Personnel – Vacancy Factor	250,000	Expected savings
General Expenses Account	150,000	Efficiencies (Zero-Based)
Total	400,000	

FY20 Budget Projected Savings		
Expenditure Description	Estimated Savings	Description
Personnel – Vacancy Factor	250,000	Expected savings
General Expenses Account	150,000	Efficiencies (Zero-Based)
Tuition Account	424,239	Aging out students (5 students)
Total	824,239	

FY21 Budget Projected Savings		
Expenditure Description	Estimated Savings	Description
Personnel - Vacancy Factor	150,000	Expected savings
General Expenses Account	100,000	Efficiencies (Zero-Based)
Tuition Account	218,869	Aging out students (7 students)
Total	468,869	

FY22 Budget Projected Savings		
Expenditure Description	Estimated Savings	Description
Personnel - Vacancy Factor	100,000	Expected savings
General Expenses Account	0	Efficiencies (Zero-Based)
Total	100,000	

Grand Total	1,793,108
-------------	-----------

FY19 Budget Forecast				
Expenses	Adopted Budget	Revenue	Amount	
Personnel	32,053,843	Town Appropriation	38,091,026	
General Expenses	7,773,729	Circuit Breaker	0	
Transportation	2,084,000	School Choice FY19	500,000	
Total Expenses	41,911,572	School Choice Carry-Over	3,258,518	
		Total Revenue	41,849,544	
	Deficit	62,028		

FY20 Budget Forecast				
Expenses	Budget	Salary Increase	Revenue	Amount
Personnel	32,559,245	755,402	Town Appropriation	39,043,303
General Expenses	7,199,490		Circuit Breaker	1,072,131
Transportation	2,300,000		School Choice FY20	500,000
Total Expenses	42,058,735		School Choice Carry-Over	
		Total Revenue	40,615,434	
	Expected Carry-Over	1,443,301		

FY21 Budget Forecast				
Expenses	Budget	Salary Increase	Revenue	Amount
Personnel	33,134,151	724,906	Town Appropriation	40,019,385
General Expenses	6,880,621		Circuit Breaker	982,691
Transportation	2,300,000		School Choice FY21	500,000
Total Expenses	42,314,772		School Choice Carry-Over	
		Total Revenue	41,502,076	
	Expected Carry-Over	812,696		

FY22 Budget Forecast				
Expenses	Budget	Salary Increase	Revenue	Amount
Personnel	33,689,505	655,354	Town Appropriation	41,019,870
General Expenses	6,880,621		Circuit Breaker	820,348
Transportation	2,300,000		School Choice	500,000
Total Expenses	42,870,126		School Choice Carry-Over	
		Total Revenue	42,340,218	
	Expected Carry-Over	529,908		

FY19 Budget Forecast as of April 23, 2019				
Expenses	Projected Expenses	Projected Revenue	Amount	
Personnel	30,616,192	Town Appropriation	38,091,026	
General Expenses	6,862,318	Circuit Breaker	0	
Transportation	2,133,793	School Choice FY19	625,782	
Total Expenses	39,612,302	School Choice Carry-Over	895,494	
		Total Revenue	39,612,302	
	Deficit	0		

FY20 Budget Forecast as of April 23, 2019				
Expenses	Budget	Salary Increase	Revenue	Amount
Personnel	32,559,245	755,402	Town Appropriation	39,043,303
General Expenses	7,199,490		Circuit Breaker	1,072,128
Transportation	2,300,000		School Choice FY20	500,000
Total Expenses	42,058,735		School Choice Carry-Over	2,244,749
		Total Revenue	42,860,180	
	Projected	Extra Carry-carryover	801,445	

FY21 Budget Forecast				
Expenses	Budget	Salary Increase	Revenue	Amount
Personnel	33,134,151	724,906	Town Appropriation	40,019,385
General Expenses	6,880,621		Circuit Breaker @75%	922,698
Transportation	2,300,000		School Choice FY21	500,000
Total Expenses	42,314,772		School Choice Carry-Over	
		Total Revenue	41,442,083	
	Expected Carry-Over	872,689		

FY22 Budget Forecast				
Expenses	Budget	Salary Increase	Revenue	Amount
Personnel	33,689,505	655,354	Town Appropriation	41,019,870
General Expenses	6,880,621		Circuit Breaker	820,348
Transportation	2,300,000		School Choice	500,000
Total Expenses	42,870,126		School Choice Carry-Over	
		Total Revenue	42,340,218	
	Expected Carry-Over	529,908		

Matters for Action
Old Business

3.) Approval of First Student Transportation
Contract

Hudson Public Schools

Standard General Contract



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Standard General Contract

CONTRACT FOR BUS TRANSPORTATION SERVICES

July 1, 2019 – June 30, 2022

THIS AGREEMENT is made by and between the Town of Hudson, a duly existing municipal corporation in the Commonwealth of Massachusetts, through its duly elected School Committee, hereinafter referred to as the “**Town,**” and **First Student Inc.,** a duly formed corporation having a usual place of business at 68 Industrial Blvd., Suite 6, Hanson, MA 02341, hereinafter referred to as the “**Contractor.**”

RECITALS

WHEREAS the Contractor will furnish the Town with school bus transportation services from July 1, 2019 to June 30, 2022; with two one year options to renew as defined in the bid specifications, dated April 1, 2019, and all addendums issued.

WHEREAS the Town desires to purchase such transportation services from Contractor; and

WHEREAS one of the conditions of the award of the contract was that the Town and the Contractor execute a formal agreement that evidences the terms of the award;

NOW THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

ARTICLE I

Contractor shall furnish Town with school bus transportation services subject to and in compliance with all conditions, covenants, stipulations, terms and provisions contained in the **April 1, 2019** Invitation to Bid Specifications, Instructions to Bidders and related documents, all of which is attached hereto as Exhibit “A” and incorporated herein by reference. Contractor shall provide such transportation services at the prices and rates specified in the Contractor’s **April 22, 2019** bid proposal, which is attached hereto as “Attachment 1” and incorporated herein by reference.

ARTICLE II

Contractor hereby acknowledges that reliability of service is essential in this agreement with the Town and agrees to adhere faithfully to the scope of services as described in the bid documents contained in Attachment 1. Any deviation from the standards for service delivery set forth in the **April 1, 2019** Bid Specifications shall be considered sufficient cause to cancel this contract.

ARTICLE III

Contractor covenants and agrees to faithfully perform all of its obligations under this agreement and

the documents that are incorporated into this contract by reference. Said performance shall be in a professional and workmanlike manner and in accordance with the standard of care and conduct that is generally acceptable in the business or profession. Further, Contractor shall complete and sign all forms attached hereto as Forms A, B, C, D, E, and Amendment Two.

ARTICLE IV

Contractor is the sole and exclusive employer of all individuals who furnish services as specified herein or as specified in any documents incorporated herein by reference. Contractor certifies as to the suitability, professionalism, and capability of all such individuals. Nothing contained herein or in any documents incorporated herein by reference shall be construed as establishing a joint venture between the Contractor and the Town.

ARTICLE V

The Town agrees to pay the Contractor for services performed in conformance with this Contract as specified in Article 7 (payment and billing) of the **April 1, 2019** bid specifications.

ARTICLE VI

This Contract is subject to the receipt of appropriations from the Town of Hudson and of funding by the Commonwealth of Massachusetts each fiscal year. If said funds are not appropriated (or otherwise made available) or are insufficient, the Town may cancel all or part of the Contract by providing thirty (30) days' written notice to the Contractor, who then must release the Town in full from all future obligations consistent with the Town's written notice.

ARTICLE VII

The Contractor, at its own expense, shall procure and keep in force during the life of this Contract motor vehicle and general liability insurance as well as workers' compensation insurance as specified in Article 6 (Insurance) of the Bid Specifications dated **April 1, 2019**.

ARTICLE VIII

The Contractor agrees to take all necessary precautions to prevent injury to any person or damage to property during the life of this Contract. The Contractor agrees to save, defend, indemnify and hold harmless the Town of Hudson, the Hudson School Committee, and the officers, agents, employees, and attorneys of the Town and School Committee from any and all suits, claims or liabilities against them arising from any act or omission of the Contractor, or its agents, employees or subcontractors, in the performance of this Contract or incidental thereto. The Town of Hudson, the Hudson School Committee, and any officer, agent, employee or attorney for the Town or the School Committee shall not be personally liable for any of the acts or omissions of the Contractor, or its agents, employees, or subcontractors, under this Contract or incidental thereto or for any claims of the Contractor or any person claiming under the Contractor or by virtue of its acts or omissions.

ARTICLE IX

If the Contractor fails to perform services or performs services in a manner that is not in conformance with the Contract, the Hudson School Committee then may make any reasonable purchase or contract to purchase services in substitution for service due from the Contractor, and may deduct the cost of any such purchase or substitute contract, or the damages sustained by the Hudson

School Committee due to non-performance or non-conformance of services, together with the incidental and consequential damages or penalties, from the Contract price, and may withhold such damages from sums due or to become due.

The Hudson School Committee may, by written notice to the Contractor, cancel the contract at any time if it is determined by the Hudson School Committee that (a) the Contractor has violated any part of this Contract, (b) the Contractor has failed in any respect to provide service with promptness and diligence or (c) in the case of bankruptcy, receivership or general assignment for the benefit of the Contractor's creditors.

ARTICLE X

This Agreement sets forth the entire Agreement and understanding between the parties and may be amended, modified, or waived in whole or in part only by a subsequent writing executed by both parties hereto. The Contractor shall not assign or subcontract or in any way transfer any interest in this Contract without securing the prior written consent of the Hudson School Committee. The Hudson School Committee does require additional performance surety as a condition of the requested assignment in accordance with section 1.12 of the bid specifications.

ARTICLE XI

This contract is subject to all laws of this Commonwealth. If any clause in this contract does not conform to such laws, then such clause shall be void, and such laws shall be operative in lieu thereof. The remainder of the Contract shall continue in full force and effect so long as the Contract still expresses the intent of the parties. Throughout the life of this Contract, the Contractor shall keep itself fully informed of, and agrees to be in compliance with, all applicable statutes, regulations, rules, standards and ordinances of the United States, Commonwealth of Massachusetts (including, but not limited to, its Department of Education, Registry of Motor Vehicles, and Department of Telecommunications & Energy), the Town of Hudson, and the School Committee for the Hudson Public Schools including, but not limited to, M.G.L. ch.71, § 7A (payment of prevailing wage rates to employees). The Contractor shall assume all costs associated with bringing its school bus equipment into compliance with federal, state and local laws or any changes in these laws.

ARTICLE XII

This contract shall be in full force and effect as of **July 1, 2019** and, unless sooner terminated hereunder, shall end on **June 30, 2022**, with two, one year options to renew through **June 30, 2024**. Summer transportation as described in the **April 1, 2019** bid document will start during the last week of June each school year and run through the summer. During the last year that the contract is in effect, the Town has the discretion to include or not include the summer transportation services that take place after the close of the academic year.

IN WITNESS WHEREOF, the parties hereto have set their hand and seals to this agreement on the dates set forth below:

**INHABITANTS OF HUDSON
BY IT'S SCHOOL COMMITTEE**

Signature

Date

Print Name

CONTRACTOR

Signature Officer of the Company

Date

Print Name

(Corporate seal of applicable)

Hudson Prevailing Wage Response

-----Original Message-----

From: MA Prevailing Wage [<mailto:MAPrevailingWage@massmail.state.ma.us>]

Sent: Tuesday, 3/5/2019 2:46 PM

To: Sharon Gooch-Zeal <sgooch-zeal@hudson.k12.ma.us>

Subject: Prevailing wage schedule for Wage Request number: 20190226-064

This Official Notice is sent in response to your request of the Department of Labor Standards (DLS) to determine the rate of pay for school bus drivers to be included in the upcoming contract for school bus transportation.

Under G.L. c. 71, §7A, DLS is required to set the rate for school bus drivers based on the wages established in any operative collective bargaining agreements within the municipality. It has been determined that no operative collective bargaining agreements exist within the towns for the contract referenced above. Therefore, in this case, no rate can be set by DLS.

A copy of this Notice should be made available to all prospective bidders to affirm that no rate of pay can be prescribed pursuant to G.L. c. 71, §7A.

THIS IS A SYSTEM-GENERATED EMAIL. PLEASE DO NOT REPLY TO THIS EMAIL. TO CONTACT DLS REGARDING PREVAILING WAGE MATTERS CALL DLS AT 617.626.6953

=====

APPROVAL/DENIAL COMMENTS

This e-mail message, including any attachments, is for the sole use of the intended recipient(s) and may contain confidential and privileged information. Any unauthorized review, use, disclosure, or distribution is strictly prohibited and may be the subject of legal action. If you are not the intended recipient, please contact the sender by reply e-mail and destroy all copies of the original message. Thank you.

The Hudson Public Schools does not discriminate on the basis of race, color, sex, gender identity, religion, national origin, limited English proficiency, sexual orientation, disability or housing status.

FORM A: Five Year Pricing Entries to be entered in yellow below. Complete all fields including informational pricing. If no charge, indicate by zero. Form will calculate. You are responsible to check the math on the spreadsheet manually. All bidders must Sign and Date this form to be considered complete.

THIS SHEET WILL FEED THE SUMMARY SHEET**FORM A BID DOCUMENT**

Hudson Public Schools - IFB for School Bus Transportation					First Year Extension	Second Year Extension					
Estimate	Athletic Trips										
10,000	Mileage Rate Per Mile (Estimated 10,000 miles)	\$	3.10	\$	3.18	\$	3.26	\$	3.33	\$	3.40
800	Layover Time Per Hour (Estimated 800 hours)	\$	49.00	\$	50.23	\$	51.49	\$	52.52	\$	53.57
	Mileage Rate Per Mile (Estimated 10,000 miles)	\$	31,000.00	\$	31,800.00	\$	32,600.00	\$	33,300.00	\$	34,000.00
	Layover Time Per Hour (Estimated 800 hours)	\$	39,200.00	\$	40,184.00	\$	41,192.00	\$	42,016.00	\$	42,856.00
	Sub-Total: Athletics		\$70,200.00		\$71,984.00		\$73,792.00		\$75,316.00		\$76,856.00

Estimate Field Trips with Route Busses Approx Earliest pick up 8:50 to latest drop 1:45											
2,000	Mileage Rate Per Mile (Estimated 2,000 miles)	\$	3.10	\$	3.18	\$	3.26	\$	3.33	\$	3.40
100	Layover Time Per Hour (Estimated 100 hours)	\$	49.00	\$	50.23	\$	51.49	\$	52.52	\$	53.57
	Mileage Rate Per Mile (Estimated 2,000 miles)	\$	6,200.00	\$	6,360.00	\$	6,520.00	\$	6,660.00	\$	6,800.00
	Layover Time Per Hour (Estimated 100 hours)	\$	4,900.00	\$	5,023.00	\$	5,149.00	\$	5,252.00	\$	5,357.00
	Sub-Total: Field Trips (Using the Route Busses)		\$11,100.00		\$11,383.00		\$11,669.00		\$11,912.00		\$12,157.00

Informational Pricing Not included in Bid Total:						First Year Extension	Second Year Extension				
Field Trips taking place when Route busses are running											
Mileage Rate Per Mile	\$	3.10	\$	3.18	\$	3.26	\$	3.33	\$	3.40	
Layover Time Per Hour	\$	49.00	\$	50.23	\$	51.49	\$	52.52	\$	53.57	
Informational Pricing Not Included in Bid Total:											
Cost of short in-town trips between school hours or after school large or mini bus:		\$	76.16	\$	78.06	\$	80.01	\$	81.61	\$	83.25
Cost of short in-town trips between school hours or after school mini-van:		\$	76.16	\$	78.06	\$	80.01	\$	81.61	\$	83.25
Price per Day for additional bus monitor		\$	96.86	\$	99.28	\$	101.77	\$	103.80	\$	105.88
Notes: This is the calculated spreadsheet that feeds into the five YR summary Sheet											

Notes: This is the calculated spreadsheet that feeds into the five YR summary Sheet

 4/22/17
Signature of Bidder & Date

First Student, Inc.
Name of Company

Hudson Public Schools - IFB for School Bus Transportation			Daily Single Bus Price FY20	Daily Single Bus Price FY21	Daily Single Bus Price FY22	First Year Extension Daily Single Bus Price FY23	Second Year Extension Daily Single Bus Price FY24				
Number & Kinds of Buses - These are estimated days											
12	Large Bus Daily Route Schedule per bus, per day (180 days)		\$327.31	\$335.49	\$343.88	\$350.76	\$357.78				
5	Mini Bus Route Schedule per bus, per day (180 days) with 5 bus monitors		\$405.82	\$415.97	\$426.37	\$434.90	\$443.60				
5	Mini Bus HPS ESY Summer Programs and with Monitors (8-24 Days)		\$276.44	\$283.35	\$290.43	\$296.24	\$302.16				
1	Mini Van ESY Summer Prog (24 ESY days) Optional per district discretion		\$276.44	\$283.35	\$290.43	\$296.24	\$302.16				
2	Large Bus Town Encompass Summer Programs - (30-38 Days)		\$276.44	\$283.35	\$290.43	\$296.24	\$302.16				
3	Large Bus/Late Bus: 2 QMS & 1 HHS, per day (Mon, Wed, Thur @ 105 days)		\$76.30	\$78.21	\$80.17	\$81.77	\$83.41				
1	Mini Bus/After School Quinn (estimated 105 days)		\$76.30	\$78.21	\$80.17	\$81.77	\$83.41				
1	Mini Van per bus per day (180 days) This is optional per district discretion		\$230.00	\$235.75	\$241.64	\$246.47	\$251.40				
Number & Kinds of Buses - These are estimated days			Annual Total Price Year 1	Annual Total Price Year 2	Annual Total Price Year 3	Annual Total Price Year 4	Annual Total Price Year 5				
12	Large Bus Daily Route Schedule per bus, per day (180 days)	\$	706,989.60	\$	724,658.40	\$	742,780.80	\$	757,641.60	\$	772,804.80
5	Mini Bus Route Schedule per bus, per day (180 days) with 5 bus monitors	\$	365,238.00	\$	374,373.00	\$	383,733.00	\$	391,410.00	\$	399,240.00
5	Mini Bus HPS ESY Summer Programs and with Monitors (8-24 Days)	\$	33,172.80	\$	34,002.00	\$	34,851.60	\$	35,548.80	\$	36,259.20
1	Mini Van ESY Summer Prog (24 ESY days) Optional per district discretion	\$	6,634.56	\$	6,800.40	\$	6,970.32	\$	7,109.76	\$	7,251.84
2	Large Bus Town Encompass Summer Programs - (30-38 Days)	\$	21,009.44	\$	21,534.60	\$	22,072.68	\$	22,514.24	\$	22,964.16
3	Large Bus/Late Bus: 2 QMS & 1 HHS, per day (Mon, Wed, Thur @ 105 days)	\$	24,034.50	\$	24,636.15	\$	25,253.55	\$	25,757.55	\$	26,274.15
1	Mini Bus/After School Quinn (estimated 105 days)	\$	8,011.50	\$	8,212.05	\$	8,417.85	\$	8,585.85	\$	8,758.05
1	Mini Van per bus per day (180 days) This is optional per district discretion	\$	41,400.00	\$	42,435.00	\$	43,495.20	\$	44,364.60	\$	45,252.00
Total Regular and Special Ed Transportation:		\$	1,206,490.40	\$	1,236,651.60	\$	1,267,575.00	\$	1,292,932.40	\$	1,318,804.20
Sub-Total: Athletic Trips (From sheet two)			\$70,200.00		\$71,984.00		\$73,792.00		\$75,316.00		\$76,856.00
Sub-Total: Field Trips Trips (From sheet two)		\$	11,100.00	\$	11,383.00	\$	11,669.00	\$	11,912.00	\$	12,157.00
Total Transportation Cost by Year:		\$	1,287,790.40	\$	1,320,018.60	\$	1,353,036.00	\$	1,380,160.40	\$	1,407,817.20
Total Cost Five Year Contract:			6,748,822.60								

Notes: This is the calculated spreadsheet

First Student, Inc.

Name of Company

**FORM A BID PROPOSAL FORM HUDSON PUBLIC SCHOOLS
Five Year Option**

Rule for Award:

Two price proposals are required: There is a five year price bid document and a three year price bid document. It is the intention of the Hudson Public Schools to enter into a five year contract with the successful bidder. In order for the five year contract (three base years with two one year options to renew), to be awarded, the five year option must be authorized by majority vote at the Hudson Town Meeting on May 6, 2019. In the event that Town Meeting approval is not obtained for a five year contract, the district will enter into a three year contract with the lowest bidder of the three year pricing. The School Committee will award the contract for three or five years depending on which alternative is in the best interests of the district.

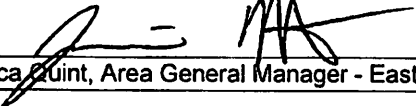
The successful bidder shall be selected based upon the School Committee's determination of the lowest responsible and responsive bidder and who is determined by the Superintendent of Schools and/or School Committee, to be the most capable and reliable in providing transportation to meet the needs of the students of Hudson Public Schools. The School Committee shall consider the total cost for the length of the contract (Total Five Year Cost on Form A Contract Bid Forms), the bidder's regular day public school transportation references, its compliance with the requirements set forth in this bid package its financial stability, and evidence of its cooperation, professionalism and competence in working with municipal officials and others through this bidding process. The School Committee also reserves the right to consider its own experience with a bidder substantially as it would a third party reference. This Contract shall not be awarded to a bidder who is not properly equipped to undertake and complete the services required.

The Contract will be awarded with a base Contract period of three (3) years commencing July 1, 2019, ending June 30, 2022 with two one-year option to renew periods, (July 1, 2022 – June 30, 2023 and July 1, 2023 – June 30, 2024). One contract for all regular routes, in-district special education, kindergarten, summer, late, field, athletic trip buses, and bus monitors will be awarded to the responsive and responsible bidder defined above with the lowest grand total price for the five year contract term.

I/WE First Student, Inc.

(Legal name under which the Bidder/Contractor conducts business)

hereby submit the following bid prices on Form A, to furnish school bus transportation for a period of five (5) years commencing by July 1, 2019 and ending by the last day of June 30, 2024 (or on such exact date as the School Committees shall determine) as described in the Route Descriptions and authorized by the Hudson School Committee pursuant to the terms and conditions of the Invitation for Bids (IFB) dated April 1, 2019.

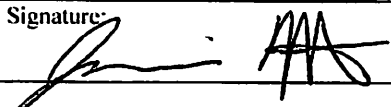
Bidders Signature:  Date: 4/16/19
Please Print: Jessica Quint, Area General Manager - Eastern Massachusetts

FORM B**Certification of Non-Collusion and Tax Compliance**

The undersigned, having fully familiarized himself/herself with the entire Invitation for Bids package, hereby certifies under the penalties of perjury that:

1. The bid price covers all costs incurred by the bidder to perform the work required by the Contract including, but not limited to, furnishing all labor, material, equipment, services, fuel, maintenance of equipment, inspections, registrations, licenses, insurance, and any and all costs incurred in order to conform to applicable statutes, regulations, rules, standards and ordinances of the United States, the Commonwealth of Massachusetts (and its Department of Education, Registry of Motor Vehicles, Department of Telecommunications & Energy), the Town of Hudson, and the School Committee for the Hudson Public Schools;
2. This bid has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club or other organization, entity or group of individuals; and
3. To the best of the bidder's knowledge and belief, the bidder is in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors and withholding and remitting child support.

Our company is a: Corporation ☒ Partnership ☐ Individually-owned ☐

Legal Name of Business Entity: First Student, Inc.
Federal Employer ID# / Social Security #: 59-2364035
Address: 68 Industrial Blvd, Suite 6 Hanson, MA 02341
Telephone: 339-788-2862
Fax Numbers:
By company Official: (Print or type name) Jessica Quint
Authorized Signature: 
Title: Area General Manager, Eastern Massachusetts
Date: 4/16/19

FORM C

LETTER OF AGREEMENT

EMERGENCY RESPONSE TRANSPORTATION

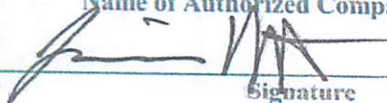
- In the event of an emergency, the Town of Hudson will request the Contractor to provide school bus vehicles and operator and/or crews to assist in the emergency evacuation of the schools, day care centers, nursing homes, hospitals, or other designated facilities as well as those population segments that are unable to provide for their own transportation or mobility.
- In the event of an emergency, the Town will notify the Contractor of the need for its services according to procedures established by the Town with the Contractor in the order of preference given below.
- The Contractor will provide annual emergency response training, to bus operators and other emergency evacuation personnel of the Contractor and the Contractor understands that it will be asked to participate in such training and in emergency evacuations, drills and exercises several times per year.
- The Contractor will make the bus operators and other emergency evacuation personnel aware of the Contractor's commitment to provide vehicles and operators in the event of an emergency evacuation.

Company/Corporation Name: First Student, Inc.	
Address: 68 Industrial Blvd, Suite 6 Hanson, MA 02341	
Emergency Contact Personnel (in order of preference):	
Name: Linda Quinn	Telephone #: 508 922 8774
Name: Kevin Waters	Telephone #: 508 726 0795
Name: Jessica Quint	Telephone #: 339-768-2862

Dispatch Location of Vehicles	# of Vehicles Available	Seating Capacity	# of Operators	Estimated Mobilization Time
Hudson	19	1,044	19	30 min
Marietta	20	1,420	20	TBD
Westboro	20	1,420	20	TBD
Sudbury	20	1,420	20	TBD

Jessica Quint

Name of Authorized Company official (Print)



Signature

Area General Manager, Eastern Massachusetts

Title

 4/16/19
Date

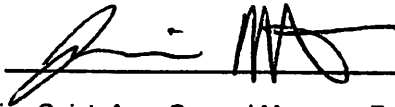
FORM D1 – EQUIPMENT

The bidder shall complete and attach to this Bid Proposal Form a list of vehicles it intends to use to perform the Contract. If the bidder is unable to identify the equipment for the bid, the bidder shall indicate the maximum age and mileage of the vehicles that will be used to provide service during the first Contract Year. (Refer to Article 3. Equipment of the “IFB Specifications”)

Maximum age of vehicles (Chassis and/or Manufacture date): _____ and
Maximum vehicle mileage: _____ miles. (month/year)

Date: <u>4/16/19</u>
Owner or Partners: Corporation
President of Corporation: Dennis R. Maple
Address: 600 Vine Street, Suite 1400 Cincinnati, OH 45202
Address:
Telephone: 513-241-2200

Bidders Signature



Date:

4/16/19

Please print: Jessica Quint, Area General Manager, Eastern Massachusetts

Form D2 - School Bus Equipment List Intended to Perform Contract (Hudson)

Route #	Year of Manufacture	Body Manufacture	Seating Capacity	Current	VIN
H-1	2013	Thomas	77	72823.3	4UZABRDT7DCFB3624
H-2	2013	Thomas	77	101428.3	4UZABRDT7DCFB3625
H-3	2013	Thomas	77	92660.9	4UZABRDT7DCFB3626
H-4	2013	Thomas	77	74932.8	4UZABRDT7DCFB3627
H-5	2013	Thomas	77	85328.2	4UZABRDT7DCFB3628
H-6	2013	Thomas	77	70128	4UZABRDT7DCFB3629
H-7	2013	Thomas	77	69753.6	4UZABRDT7DCFB3630
H-8	2013	Thomas	77	62774.8	4UZABRDT7DCFB3631
H-9	2013	Thomas	77	81874	4UZABRDT7DCFB3632
H-10	2013	Thomas	77	74763.9	4UZABRDT7DCFB3636
H-11	New				
H-12	New				
H-13 (Mini-Bus 1)	New				
H-14 (Mini-Bus 2)	New				
H-15 (Mini-Bus 3)	New				
H-16 (Mini-Bus 4)	New				
H-17 (Mini-Bus 5)	New				
All buses will meet or exceed bid specifications.					

Hudson Public Schools

LIMITED POWER OF ATTORNEY

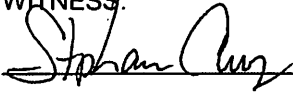
FIRST STUDENT, INC. ("First Student") hereby appoints Jim Castelli as its Attorney in Fact ("Attorney"). **FIRST STUDENT** authorizes Jim Castelli, for and on behalf of the corporation, to do the following:

Execute, sign, and deliver documents relating to the Hudson Public Schools, 155 Apsley Street, Hudson, MA 01749 behalf of First Student, Inc.

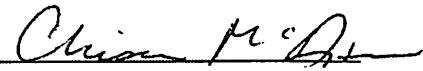
FIRST STUDENT gives Jim Castelli full power, authority and discretion to do all things required or permitted to be done as fully as if any officer of the company was personally present, with full power of revocation and substitution, hereby ratifying and confirming all that my Attorney shall do or cause to be done by virtue hereto.

IN WITNESS WHEREOF, I have signed this Power of Attorney on this 12th day of April 2019.

WITNESS:



Print Name: Stephanie Curry



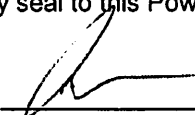
Christa McAndrew, Assistant Secretary

State of Ohio)

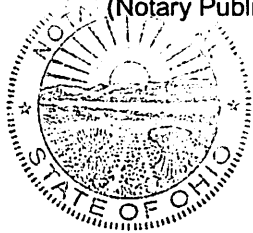
County of Hamilton)

Before me, the undersigned, a Notary Public in and for said county and state, personally appeared Christa McAndrew, who executed the foregoing Power of Attorney and acknowledged the signing thereof to be his voluntary act for the uses and purposes therein contained.

IN TESTIMONY WHEREOF, I have signed and affixed by seal to this Power of Attorney this 12th day of April 2019.



(Notary Public)


Andrew Wesley Pugh
Notary Public, State of Ohio
My Commission Expires 05-14-2019

LIMITED POWER OF ATTORNEY

FIRST STUDENT, INC. ("First Student") hereby appoints Jessica Quint as its Attorney in Fact ("Attorney"). **FIRST STUDENT** authorizes Jessica Quint, for and on behalf of the corporation, to do the following:

Execute, sign, and deliver documents relating to the Hudon Public Schools, 155 Apsley Street, Hudson, MA 01749 behalf of First Student, Inc.

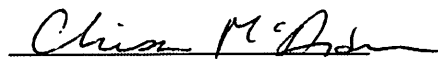
FIRST STUDENT gives Jessica Quint full power, authority and discretion to do all things required or permitted to be done as fully as if any officer of the company was personally present, with full power of revocation and substitution, hereby ratifying and confirming all that my Attorney shall do or cause to be done by virtue hereto.

IN WITNESS WHEREOF, I have signed this Power of Attorney on this 12th day of April 2019.

WITNESS:



Print Name: Stephanie Curry



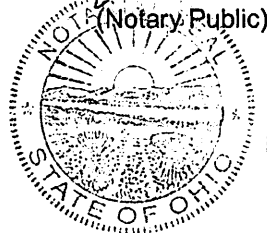
Christa McAndrew, Assistant Secretary

State of Ohio)

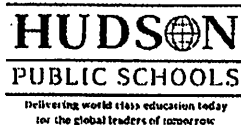
County of Hamilton)

Before me, the undersigned, a Notary Public in and for said county and state, personally appeared Christa McAndrew, who executed the foregoing Power of Attorney and acknowledged the signing thereof to be his voluntary act for the uses and purposes therein contained.

IN TESTIMONY WHEREOF, I have signed and affixed by seal to this Power of Attorney this 12th day of April 2019.



Andrew Wesley Pugh
Notary Public, State of Ohio
My Commission Expires 05-14-2019



Amendment #2 April 16, 2019

HUDSON PUBLIC SCHOOLS – IFB SCHOOL BUS TRANSPORTATION

Please acknowledge receipt of all amendments and submit with the bid package.

I acknowledge receipt of amendment numbers: 1, 2 3 and 4

Please note Amendment Number 1 sent on April 11, 2019 consists of four documents: A seven page document consisting of thirty two questions, a twenty page document consisting of invoice copies from current company, and a one page document of the athletic grid sent in one email with three attachments. A second email with one attachment of Hudson's current bus contract is also part of amendment #1.

Company name: First Student, Inc.

Signature: [Handwritten Signature]

Date: 4/18/19

BID BOND

KNOW ALL MEN BY THESE PRESENTS, that we First Student, Inc.

600 Vine Street, Suite 1400 Cincinnati, OH 45202

as Principal, hereinafter called the Principal, and Travelers Casualty and Surety Company of America
One Tower Square Hartford, CT 06183

a corporation duly organized under the laws of the State of CT as
Surety, hereinafter called the Surety, are held and firmly bound unto Hudson Public Schools

as Obligee, hereinafter called the Obligee, in the sum of Five Percent of First Year Amount Bid
Dollars

(5%), for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly be these presents.

WHEREAS, the Principal has submitted a bid for School Bus Transportation

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal, the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid. In the event of the failure of the Principal to enter such Contract, the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

SIGNED AND SEALED THIS 22nd day of April, 2019

Kathleen Weaver

First Student, Inc.

BY:


Karen Socha Attorney-in-Fact

Renee Schremser
Renee Schremser

Travelers Casualty and Surety Company of America


Sharon A. Foulk Attorney-in-Fact



State of Illinois }
 County of Cook } SS:

SURETY ACKNOWLEDGEMENT (ATTORNEY-IN-FACT)

On this 22nd day of April in the year 2019 before me,
Cassandra L. Stone, a Notary Public in and
 for said County and State, residing therein, duly commissioned and sworn, personally appeared
Sharon A. Foulk known to me to be the duly authorized Attorney-in-Fact of the
Travelers Casualty and Surety Company of America

and the same person whose name is subscribed to the within instrument as the Attorney-in-Fact,
 of said Company and the said Sharon A. Foulk
 duly acknowledged to me that he subscribed the of the
Travelers Casualty and Surety Company of America

thereto as Surety and his own name as Attorney-in-Fact.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and
 year in this certificate first above written.

Notary Public in and for Cassandra L. Stone

Cook County

State of Illinois

My Commission expires: December 29, 2021

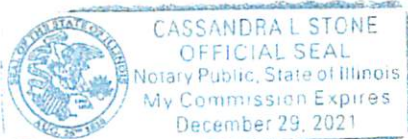


Exhibit A

Special Power of Attorney

KNOW ALL MEN BY THESE PRESENTS that FIRSTGROUP AMERICA, INC., FIRST TRANSIT, INC., FIRST STUDENT, INC., FIRST VEHICLE SERVICES, INC., LAIDLAW TRANSIT, INC., LAIDLAW TRANSIT SERVICES, INC., LAIDLAW TRANSIT LTD., AUTOBUS TRANSCO (1988), INC., ALLIED BUS SALES, INC., SAFERIDE SERVICES, INC., AND SUTRANS, INC. had made, continued and appointed and by these presents does make, constitute and appoint Bill Krumm, Jodie Sellers, Jon Schroeder, Sharon Foulk and Karen Socha as its true and lawful attorneys in fact with full power to execute, seal and deliver on its behalf safety and surety bonds and other documents of similar character issued in the course of its business and to bind the Company thereby as if such writings had been duly executed and acknowledged by its own officers.

IN WITNESS WHEREOF, FIRSTGROUP AMERICA, INC., FIRST TRANSIT, INC., FIRST STUDENT, INC., FIRST VEHICLE SERVICES, INC., LAIDLAW TRANSIT, INC., LAIDLAW TRANSIT SERVICES, INC., LAIDLAW TRANSIT LTD., AUTOBUS TRANSCO (1988), INC., ALLIED BUS SALES, INC., SAFERIDE SERVICES, INC., AND SUTRANS, INC. has caused its name to be subscribed by James R. Tippen, Sr. Vice President, Finance, and its corporate seal to be affixed and attested by its Assistant Secretary on this 10th day of November, 2016.

Attest:

FirstGroup America, Inc.

Christa McAndrew
By: Christa McAndrew
Assistant Secretary

James R. Tippen
James R. Tippen
Sr. Vice President, Finance

State of Ohio
County of Hamilton

On this 10th day of November, 2016, personally appeared before me, a Notary Public for the State of Ohio, James R. Tippen, Senior Vice President, Finance of FIRSTGROUP AMERICA, INC., FIRST TRANSIT, INC., FIRST STUDENT, INC., FIRST VEHICLE SERVICES, INC., LAIDLAW TRANSIT, INC., LAIDLAW TRANSIT SERVICES, INC., LAIDLAW TRANSIT LTD., AUTOBUS TRANSCO (1988), INC., ALLIED BUS SALES, INC., SAFERIDE SERVICES, INC., AND SUTRANS, INC., who acknowledged that the foregoing is his free and voluntary act and deed on behalf of said corporation



Debra N. Brown
Notary Public, State of Ohio
Commission Expires 06-18-2020

Debra N. Brown
Notary Public
My Commission Expires 06/18/2020



POWER OF ATTORNEY

Farmington Casualty Company
Fidelity and Guaranty Insurance Company
Fidelity and Guaranty Insurance Underwriters, Inc.
St. Paul Fire and Marine Insurance Company
St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company
Travelers Casualty and Surety Company
Travelers Casualty and Surety Company of America
United States Fidelity and Guaranty Company

Surety Bond No. Bid Bond

Principal: First Student, Inc.

OR

Project Description: School Bus Transportation

Obligee: Hudson Public Schools

KNOW ALL MEN BY THESE PRESENTS: That Farmington Casualty Company, St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company, are corporations duly organized under the laws of the State of Connecticut, that Fidelity and Guaranty Insurance Company is a corporation duly organized under the laws of the State of Iowa, and that Fidelity and Guaranty Insurance Underwriters, Inc. is a corporation duly organized under the laws of the State of Wisconsin (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint **Sharon A. Foulk** of the City of **Rolling Meadows**, State of **IL**, their true and lawful Attorney-in-Fact, to sign, execute, seal and acknowledge the surety bond(s) referenced above.

IN WITNESS WHEREOF, the Companies have caused this Instrument to be signed and their corporate seals to be hereto affixed, this **24th** day of **June, 2016**.

Farmington Casualty Company
Fidelity and Guaranty Insurance Company
Fidelity and Guaranty Insurance Underwriters, Inc.
St. Paul Fire and Marine Insurance Company
St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company
Travelers Casualty and Surety Company
Travelers Casualty and Surety Company of America
United States Fidelity and Guaranty Company



State of Connecticut

City of Hartford ss.

By:

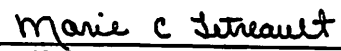

Robert L. Raney, Senior Vice President

On this the **24th** day of **June, 2016**, before me personally appeared **Robert L. Raney**, who acknowledged himself to be the Senior Vice President of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

In Witness Whereof, I hereunto set my hand and official seal.

My Commission expires the **30th** day of **June, 2021**.




Marie C. Tetreault, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, Kevin E. Hughes, the undersigned, Assistant Secretary, of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 22nd day of April, 2019.

Kevin E. Hughes

Kevin E. Hughes, Assistant Secretary



To verify the authenticity of this Power of Attorney, call 1-800-421-3880 or contact us at www.travelersbond.com. Please refer to the Attorney-In-Fact number, the above-named individuals and the details of the bond to which the power is attached.



Gallagher

Insurance | Risk Management | Consulting

2850 Golf Road
Rolling Meadows, IL 60008-4050 | USA

630.773.3800
www.ajg.com

April 22, 2019

**Hudson Public Schools
155 Apsley Street
Hudson, MA 01749**

**Re: First Student, Inc.
School Bus Transportation**

To Whom It May Concern:

It has been the privilege of Travelers Casualty and Surety Company of America to provide surety bonds for First Student, Inc. for over ten years. During that time they have performed and we have bonded projects in the \$10,000,000 range for a wide variety of owners.

It is our opinion that First Student, Inc. is qualified to perform the above captioned project. At their request we will give favorable consideration to providing an annual performance bond in the amount of 100% of the annual amount, per year.

Please note that the decision to issue the performance bond is a matter between First Student, Inc. and Travelers, and will be subject to our standard underwriting at the time of the final bond request, which will include but not be limited to the acceptability of the contract documents, bond forms and financing. We assume no liability to third parties or to you if for any reason we do not execute said bonds.

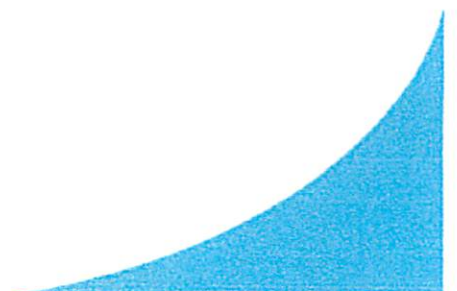
Travelers Casualty and Surety Company has an AM Best rating of A++ XV, and a Treasury Listing in excess of \$100 million dollars. Travelers Casualty and Surety Company is licensed to do business in the State of Massachusetts.

If you have any questions or need any additional information, please do not hesitate to contact me.

Sincerely,

Travelers Casualty and Surety Company of America

Sharon A. Foulk
Attorney-In-Fact




TRAVELERS
**Travelers Casualty and Surety Company of America
Travelers Casualty and Surety Company
St. Paul Fire and Marine Insurance Company**
POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint **Sharon A Foulk** of **ROLLING MEADOWS**, Illinois, their true and lawful Attorney-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this 3rd day of February, 2017.



State of Connecticut

City of Hartford ss.

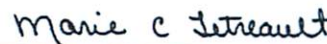
By:


Robert L. Raney, Señor Vice President

On this the 3rd day of February, 2017, before me personally appeared **Robert L. Raney**, who acknowledged himself to be the Senior Vice President of Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

In Witness Whereof, I hereunto set my hand and official seal.

My Commission expires the 30th day of June, 2021

Marie C. Tetreault, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

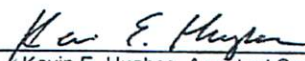
FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this 22nd day of April, 2019



Kevin E. Hughes, Assistant Secretary

**To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.
Please refer to the above-named Attorney-in-Fact and the details of the bond to which the power is attached.**



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/17/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Arthur J. Gallagher Risk Management Services, Inc.
250 Park Avenue
3rd Floor
New York NY 10177

CONTACT NAME: Tanya D. Stephenson

PHONE (A/C No. Ext): 212-994-7085

FAX (A/C No): 212-994-7047

E-MAIL ADDRESS: Tanya_Stephenson@ajg.com

INSURED
FIRST STUDENT, INC.
600 Vine St
Ste 1400
CINCINNATI OH 45202

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: National Union Fire Insurance Company of Pittsburg

19445

INSURER B: New Hampshire Insurance Company

23841

INSURER C: American Home Assurance Company

19380

INSURER D:

INSURER E:

INSURER F:

COVERAGES

CERTIFICATE NUMBER: 1979431392

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ Abuse and ☒ Molestation Incl GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☒ LOC OTHER:	Y	GL 3629890	12/31/2018	12/31/2019	EACH OCCURRENCE \$ 5,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 5,000,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 5,000,000 GENERAL AGGREGATE \$ 10,000,000 PRODUCTS - COMP/OP AGG \$ 5,000,000 \$
A A A	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY	Y	CA1921809 (AOS) CA1921810 (MA) CA1921808 (VA)	12/31/2018 12/31/2018 12/31/2018	12/31/2019 12/31/2019 12/31/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 5,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
B B B C A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	WC 014649551 (AOS) WC014649547 (FL) WC014649549 (MA,ND,WI) WC014649548 (CA) XWC 6583124 (ND,OH,WA)	12/31/2018 12/31/2018 12/31/2018 12/31/2018 12/31/2018	12/31/2019 12/31/2019 12/31/2019 12/31/2019 12/31/2019 X PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ 5,000,000 E.L. DISEASE - EA EMPLOYEE \$ 5,000,000 E.L. DISEASE - POLICY LIMIT \$ 5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Workers Compensation:

Policy #: WC 014649550 (AK, AZ, IL, KY, NC, NH, NJ, PA, UT, VA, VT)

Policy Term: 12/31/18 to 12/31/19

Carrier Name: NEW HAMPSHIRE INS CO (NAIC #23841)

Limits: E.L. Each Accident / E.L. Disease- Ea Employee / E.L. Disease-Policy Limit - \$5,000,000

See Attached...

CERTIFICATE HOLDER

CANCELLATION

Hudson Public Schools
Twn of Hudson
155 Apsley Street
Hudson MA 01752

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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AGENCY CUSTOMER ID: _____

LOC #: _____



ADDITIONAL REMARKS SCHEDULE

Page 1 of 1

AGENCY Arthur J. Gallagher Risk Management Services, Inc.		NAMED INSURED FIRST STUDENT, INC. 600 Vine St Ste 1400 CINCINNATI OH 45202	
POLICY NUMBER		EFFECTIVE DATE:	
CARRIER	NAIC CODE		

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE

Re: RFP for School Bus Transportation -Grades Pre-K to 12

Hudson Public Schools/Town of Hudson are included as additional insured (GL-End't#61712/AL-87950) with respect to General and Automobile Liability Policies as evidenced herein as required by written contract with respect to work performed by the named insured.

Notice of cancellation:

No cancellation of, or change or revision in, the insurance by the Insurer or the Insured, the existence of which is evidenced by the certificate(s), shall be valid unless written notice thereof is given to the Superintendent of Schools and the Hudson School Committee at least thirty (30) days prior to the intended date of cancellation, change or revision, by mail, postage prepaid and evidenced by a 'return receipt.'

Memo

To: School Committee

cc: Marco Rodrigues, Ed. D., Superintendent

From: Patricia Lange, Executive Director of Finance and Operations

Date: 5/10/2019

Re: Transportation Contract FY20 to FY24

The bid process for transportation took place during the months of March and April 2019. The Invitation for Bid was presented with a three-year contract and two, one year options to renew, for a total of five years. The contract will be in effect from July 1, 2019 through June 30, 2024, if the two option years are exercised.

The bid proposal packages were sent to nine transportation companies and we received three sealed bids at the opening on April 22, 2019. First Student, won the bid for a total five-year price of \$6,748,822.60, a 6.5% increase over our current five-year contract. North Reading Transportation, our current vendor, submitted a bid with a total of \$ 7,159,631.76, a 12.99% increase. Dunham School Services submitted the third bid and highest at \$ 7,422,831.80, a 17.14% increase. The First Student price per bus from FY19 to FY20 went up 4.20%. The estimated savings from the FY20 transportation budget totals \$87,000.

We added a fuel adjustment clause should there be a significant change in diesel fuel prices. In this contract, the index from the U.S. Energy Information Administration (EIA) website will be the basis for the annual price. Once the price changes (up or down) more than \$.75 per gallon, the monthly invoice will include a fuel adjustment.

In our quest as a district to define collaboration and accountability, while providing expert service to our students, specific pick-up and delivery times were defined for each school. The contract allows for assessing liquidated damages, for not meeting the times. There are penalties if busses are used which do not have the appropriate signage and if the bus company cannot produce a requested video from one of the

bus cameras. Additionally, there are fiscal consequences for not providing field trip or athletic transportation in accordance with the contract or for not providing service on a particular run. Previously, if the vendor could not provide these services, the district may have absorbed higher transportation costs outside the contract. For example, if First Student cannot support a field trip, they are responsible to reimburse the district for additional costs.

We have verified several references of First Student and found them to be generally favorable. They have bussing contracts with 38 Massachusetts districts including nearby districts of Assabet Valley Regional, Lincoln-Sudbury, Wayland, Ashburnham-Westminister, and Westborough.

We are pleased that our First Student account dispatcher will be Linda Quinn who has been a steady employee at First Student for 30 years. She provided excellent service previously to Hudson when our contract was with First Student.

In the weeks ahead, we will be working directly with First Student and NRT to ensure a smooth transition. We will close the school year, and prepare for the summer program which begins on July 1st. We will then move on to prepare for the 2019 - 2020 school year, for which the first day for students is August 27, 2019.

The transportation procurement has been approved by the Town Executive. Attached is the transportation contract between First Student and Hudson Public Schools for the School Committee approval and signature.

SUPPLY/SERVICE PROCUREMENT FORM☒ Ch. 30B☐ Ch. 149☐ CH. 30 \$39m

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 \$4999. Procurements over \$4999 will also require a signed contract authorized by either the Board of Selectmen or School Committee.

Department: Finance

Date:

4/30/19

Department Head:

(signature)

**Detailed Description of Items/Service being purchased (attach additional sheet if necessary):**

Procurement form to support FY20-24 School Bus – in-district – transportation for 12 buses, 5 mini buses, late buses, athletics and field trip events. All bids received as sealed bids following IFB requirements. IFB posted to MA CommBuys, MA Treasury Goods and Services, and distributed via Metrowest Newspaper.

Terms: 5 YEARS (3 YEARS, with 2 -1YEAR Extensions) Start: 7/01/2019 -- End: 6/30/2024**Recommended Quote or Bid**

Date Quote Received: April 22, 2019 – Sealed Bid

Quote: \$6,748,822.60

Company Name: First Student, Inc.

Written ☒ Verbal ☐

Address: 68 Industrial Blvd., Suite 6 Hanson, MA 02341

Quote Issued By: Jessica Quint

Jessica.quint@firstgroup.com

Tel.: (339) 788-2862

FAX:

Special Conditions/Notes:

Second Quote or Bid

Date Quote Received: April 22, 2019 – Sealed Bid

Quote: \$7,159,631.76

Company Name: North Reading Transit (NRT BUS, Inc.)

Written ☒ Verbal ☐

Address: 230 Main Street, North Reading, MA 01864

Quote Issued By: John McCarty

Tel.: (978) 664-1277

FAX: (978) 689-1963

Special Conditions/Notes:

Third Quote or Bid

Date Quote Received: April 22, 2019 – Sealed Bid

Quote: \$7,422,831.80

Company Name: Durhams School Services

Written ☒ Verbal ☐

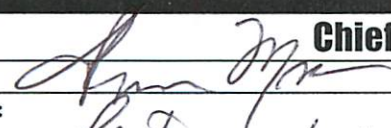
Address: 2601 Navistar Drive, Lisle, IL 60532

Quote Issued By: John Ziegler

Tel.: (904) 505-9836

FAX:

Special Conditions/Notes:

Chief Procurement Officer ActionApproved: 

Date:

4/30/19

Comments:

Putting down meeting approval

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

☐ Posted ☒ Newspaper ☒ Central Register ☒ CommBuys ☐ Website

Matters for Action
Old Business

4.) Approval of School Choice Amendment

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:

o Farley Elementary School

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

o Forest Ave Elementary School

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

o Mulready Elementary School

Kindergarten	Grade 1	Grade 2	Grade 3	Grade 4
2	4	0	6	6
5	6	0	8	7

Revised numbers for 2019-2020 highlighted in yellow

o Quinn Middle School

5	6	7
5	3	3

o 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

New Business

- 1.) Approval of Hudson School Secretarial Association Contract

MEMORANDUM OF AGREEMENT
between the
HUDSON SCHOOL COMMITTEE
and the
HUDSON SCHOOL SECRETARIAL ASSOCIATION

The Hudson School Committee ("Committee") and the Hudson School Secretarial Association ("Association") collectively the "Parties", agree to extend the terms and conditions of their July 12, 2016 – June 30, 2019 agreement in full force and effect in their successor agreement, covering the period of July 1, 2019 to June 30, 2022, except as modified by this Memorandum of Agreement (Agreement" or "MOA").

1. **ARTICLE V Salary Schedules:** Amend Article V entitled Longevity as follows:

Longevity increments shall be awarded yearly to full-time employees, accruing on July 1 of each year, payable in a lump sum at the end of the fiscal year. The amounts of said increments shall be as follows:

After ten (10) years but less than fifteen (15):	\$550.00
After fifteen (15) years but less than twenty (20):	\$700.00
After twenty (20) years:	\$850.00
After twenty-five (25) years:	\$1325.00

2. **ARTICLE VII - Paid Holidays:** Amend Article VII Paid Holidays to reflect the following:

Paid Holidays

The following days shall be recognized as legal holidays for all employees:

New Year's Day	Labor Day
Presidents' Day	Columbus Day
Martin Luther King Day	Veterans' Day
Patriots' Day	Good Friday
Thanksgiving Day	Memorial Day
Day after Thanksgiving	Independence Day
Half Day on Christmas Eve (if it falls during the workweek only)	
Christmas Day	

Employees shall be eligible for holiday pay only if they were scheduled for and did work both on their last regularly scheduled working day prior to the holiday and their next regularly scheduled working day following the holiday.

Personal days may not be taken in conjunction with holiday(s) if school is in session on the days surrounding the holiday, unless the Superintendent or a designee shall have approved a written request to use a personal day in conjunction with a holiday.

3. **ARTICLE IX - Personal Leave Days – Bereavement Leave:** Amend the section in Article IX entitled Bereavement Leave as follows:

Bereavement Leave

A maximum of five (5) days leave at any one time may be granted in the event of the death of an employee's spouse, significant other, child, grandchild, son-in-law, daughter-in-law, brother, sister, parent, father-in-law, mother-in-law, brother-in-law, sister-in-law, or immediate member of the employee's household.

Two days leave at any one time may be granted in the event of the death of an employee's grandparent or grandparent-in-law. One day leave at any one time may be granted in the event of the death of an employee's uncle, aunt, niece or nephew. An employee may request special consideration under this policy in the event of the death of an individual whose special relationship to the employee necessitates the presence or participation of the employee at the services. This special consideration cannot be presumed; it must be approved in advance by the Superintendent or his/her designee.

"Significant other" shall be defined as an adult other than a "blood relative" or an in-law, whom the member identifies on a form provided by the employer with input from the Association President, as residing in the member's household with whom the member has an emotional, physical and financial relationship similar to that of a married couple, but whom the member chooses not to marry or cannot legally marry. The two adults involved must have a mutual obligation of support for the basic necessities of life. This definition of "significant other" applies only to Article IX Bereavement Leave.

4. **ARTICLE X – Sick Leave - Entitlement:** Amend the section of Article X entitled Entitlement as follows (changes only in the 2nd paragraph):

Entitlement

By the second pay date in October, 10-month employees shall receive an annualized salary sheet, which includes a statement of sick leave, vacation time and personal days that the Employer anticipates will be available during the ensuing school year. 12-month employees shall receive these sheets each July.

5. **ARTICLE X – Sick Leave – Sick Leave Bank:** Amend the section of Article X entitled Sick Leave Bank as follows (changes only to the last paragraph in this section):

Sick Leave Bank

The bank shall be administered by a Sick Leave Bank Committee of three people (one designated by the Association, one designated by the Committee and the Superintendent). Sick leave days shall become immediately available to the employee upon approval of the Sick Leave Bank Committee. The initial grant of days from the bank shall not exceed fifteen (15) days. Upon completion of the initial grant, the Sick Leave Bank Committee may extend the grant by up to an additional forty-five (45) days, based upon demonstrated need by the applicant. The Sick Leave Bank Committee is authorized to approve additional days in up to thirty (30) day increments for a maximum of ninety (90) days. Further grants require an affirmative vote of the

Sick Leave Bank Committee.

6. **ARTICLE X - Sick Leave Buy Back:** Amend the section of Article X entitled Sick Leave Buy Back as follows (changes only to the 1st and 2nd paragraph in this section):

Sick Leave Buy-back

All employees who have fifteen (15) years of service or more shall, upon retirement or death, receive a Sick Leave Compensatory Benefit of forty dollars (\$40) per day for all accumulated sick leave.

The Committee shall not be obligated to expend more than eight-thousand dollars (\$8,000) in a given fiscal year pursuant to this plan.

7. **ARTICLE XII - Overtime and Compensatory Time:** Amend article XII to reflect the following:

An employee shall receive one and one-half hours of compensatory time for each hour she/he was required to work by the Principal, the Superintendent or a designee in excess of forty (40) hours in one week. Applications to use compensatory time must be approved by the Supervisor and made in writing at least two days prior to taking such leave, except in emergency circumstances. Compensatory time may be accrued up to a maximum of 24 hours and must be taken within 30 workdays or at an otherwise mutually agreed to time.

8. **ARTICLE XV – Check Off of Association Dues:** Amend Article XV - Check Off of Association Dues to reflect the following:

The Employer will deduct from the pay of each employee for whom the Employer has voluntarily received a check-off authorization form provided by the Association and executed by the employee, the Association dues in the amounts specified by the Association. The Employer will make the necessary deductions on a biweekly basis and remit the aggregate amount to the Association along with a list of the employees for whom dues were deducted. The Association shall give the Employer at least thirty (30) days notice of any change in dues. The employer shall notify the Association of all new hires as soon as practicable. This notification shall include the individuals name, work location, grade and step.

9. **ARTICLE XVII – Evaluation:** Amend Article XVII as follows (changes only to the 1st paragraph:

Each regular employee will be evaluated by June 30th. Employees may respond to the evaluation in writing, and such response will be attached to the evaluation.

10. **ARTICLE XX – Duration:** Amend Article XX to reflect that the agreement is in effect from July 1, 2019 to June 30, 2022.

11. **APENDIX “A” – Salary Schedule:** Amend Appendix “A” to reflect the following across the board wage increases:

July 1, 2019: Steps 1-14: 0.75% wage increase
Steps 15-16*: 1.5% wage increase

July 1, 2020: Steps 1-14: 0.75% wage increase
Steps 15-16*: 1.5% wage increase

July 1, 2021: Steps 1-14: 1% wage increase
Steps 15-16*: 2% wage increase

12. **Ratification and Approval:** This Memorandum of Agreement is subject to the ratification by the Association and approval by the School Committee.

Agreed to on this day of 16th day of April, 2019.

Hudson School Committee
Bargaining Team

[Signature]
[Signature]
[Signature]

Hudson School Secretaries Association
Bargaining Team

[Signature] 4-4-19
[Signature] 4-10-19
[Signature] 4/10/19
[Signature] 4/16/19

Side Letter of Agreement
Between the
Hudson School Committee
And the
Hudson School Secretaries Association

The parties agree that the responsibilities of the school accountant require further discussions. The position of the Association is that the responsibilities of the school accountant should not fall on the middle school secretary. The Association and the Committee agree that the school accounting responsibilities may result in the need to bargain changes to this practice. The parties agree to bargain to the extent required by law on the school accounting responsibilities for the start of the 2019-2020 school year.

For the Hudson School Committee

Scam Smith _____

Frederick D. DePa _____

Mac McNeil _____

For the Association

Susan DiCenzo 4-4-19

Brianne Miele 4-10-19

Danise Canto 4/10/19

Michelle Buffard-Leto 4/16/19

Matters for Action

New Business

- 2.) Approval of Hudson Rotary Club gift of
\$3000.00 to sponsor FY19 Teacher
Mini- Grants

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:

Gift or Scholarship	GIFT to Hudson Public Schools Information
Description:	Hudson Rotary Club
Purpose:	Corporate Sponsor for FY19 Teacher Mini-Grants
Date received:	
Type of Gift:	Sponsor
Donation Amount:	\$3,000.00
Fiscal Admin:	
Gift Designation / Purpose:	Purpose: 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. Sponsor Name/Address: Hudson Rotary Club P.O. Box 208 Hudson, MA 01749 Sponsor Contact Name/Number/Email: Justin Provencher, Treasurer 978-618-4382 jprovencher25@gmail.com
School Designation:	This gift will fund (6) \$500 Teacher Mini Grants for the following schools: (2) Teacher Mini Grants at the C.A. Farley Elementary School* (4) Teacher Mini Grants at the J.L. Mulready Elementary School* <i>*Please see attached for a full description of the teacher projects sponsored under this gift.</i>

School Committee Date: _____

Vote: _____

Matters for Action

New Business

- 3.) Approval of FY19 Medusa Brewing
Company gift in the amount of \$200.00
for the Art Auction

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:

Gift or Scholarship	GIFT to Hudson Public Schools Information
Description:	FY19 Medusa Brewing Company on behalf of Morphis Art
Purpose:	Donation to HPS Art Program
Date received:	4/2/2019
Type of Gift:	Donation for ART Auction
Donation Amount:	\$200.00
Fiscal Admin:	Erin Jameson
Gift Designation / Purpose:	PURPOSE: To support the Art program @ HHS Sponsor Name / Address: Medusa Brewing Company, Hudson On Behalf of Christopher Morphis <i>Morphis Art.com</i> Sponsor Contact Name / Number / Email: Medusa Brewing Company 111 Main Street Hudson, MA 01749
School Designation:	HHS ART PROGRAM

School Committee Date: _____

Vote: _____

Matters for Action

New Business

- 4.) Approval of Hudson Youth Baseball gift to Hudson Athletics in the amount of \$1000.00 for sponsorship of a new batting cage

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:

Gift	GIFT Information
Description:	Hudson Youth Baseball
Purpose:	Hudson Athletics – Sponsorship for new batting cage
Date received:	4/08/2019
Type of Gift:	Sponsor
Donation Amount:	\$1000.00
Fiscal Admin:	Jessica Winders
Gift Designation / Purpose:	Gift to Hudson High School to offset expenses to replace the Baseball Batting Cage used for both HPS Teams and Hudson Youth Baseball.
School Designation:	Hudson High School

School Committee Date: _____

Vote: _____

Matters for Action

New Business

- 5.) Approval of St. Mary's Credit Union gift
in the amount of \$500.00 for Hudson High
School Reality Fair Sponsorship

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:

Gift	GIFT Information
Description:	St. Mary's Credit Union
Purpose:	Hudson High School Reality Fair Sponsorship
Date received:	4/16/2019
Type of Gift:	Sponsor
Donation Amount:	\$500.00
Fiscal Admin:	Kerry Bartlett/Angie Flynn
Gift Designation / Purpose:	Gift to Hudson High School to offset expenses for the Reality Fair as well as to support student field trips to colleges.
School Designation:	Hudson High School

School Committee Date: _____

Vote: _____

Matters for Action

New Business

- 6.) Approval of Avidia Bank gift in the amount of \$500.00 for Hudson High School Reality Fair Sponsorship

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:

Gift	GIFT Information
Description:	Avidia Bank
Purpose:	Hudson High School Reality Fair Sponsorship
Date received:	4/16/2019
Type of Gift:	Sponsor
Donation Amount:	\$500.00
Fiscal Admin:	Kerry Bartlett/Angie Flynn
Gift Designation / Purpose:	Gift to Hudson High School to offset expenses for the Reality Fair as well as to support student field trips to colleges.
School Designation:	Hudson High School

School Committee Date: _____

Vote: _____

Matters for Action

New Business

- 7.) Approval of Benevity Causes gift on behalf of Intel Corporation in the amount of \$300.00 for volunteer corporate match for Read Across America

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:

Gift or Scholarship	GIFT to Hudson Public Schools Information
Description:	Benevity Causes on behalf of Intel Corporation
Purpose:	Volunteer corporate match for Read Across America
Date received:	03/29/2019
Type of Gift:	Foundation Giving
Donation Amount:	\$300.00
Fiscal Admin:	Each Principal – FAR, MUL, QMS
Gift Designation / Purpose:	PURPOSE: Intel began operations in Hudson, Massachusetts in 1998. The site has evolved into a key Research and Development operation for the corporation. Intel employees are active in the community and through the Intel Involved Matching Grants program, they earn \$10 an hour for the organizations where they volunteer. Funding distributed this year to FAR, MUL, and QMS. Sponsor Name / Address: Intel Foundation 2200 Mission College Blvd. Santa Clara, CA 95054-1549 USA Phone: (408) 765-8080 Sponsor Contact Name / Number / Email: Contact: Rachel Hamer (978) 553-2158
School Designation:	SPLIT- FAR, MUL, QMS

School Committee Date: _____

Vote: _____

Matters for Action

New Business

- 8.) Approval of Hudson High School All School Musical Student Activity Account gift of \$1274.00 towards the purchase of legs for the Hudson High School Stage curtain.

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:

Gift	GIFT Information
Description:	Hudson High School Student Activities – All School Musical
Purpose:	Hudson Music – Donation to sponsor HHS Stage Curtain leg repair
Date received:	5/09/2019
Type of Gift:	Sponsor
Donation Amount:	\$1274.00
Fiscal Admin:	Kathleen McKenzie / Andrea Regan
Gift Designation / Purpose:	Gift to Hudson High School to offset expenses to repair / replace the HHS Stage Curtain legs.
School Designation:	Hudson High School

School Committee Date: _____

Vote: _____

Matters for Action

New Business

- 9.) Approval of FY19 Student Activity
Partial funding in the amount of \$300.00
for the Paul Johnson Performance Arts
Scholarship

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:

Scholarship	GIFT to Hudson Public Schools Information
Description:	FY19 Student Activity – Partial Funding Paul Johnson Performing Arts Scholarship \$300
Purpose:	This scholarship will be awarded to the Class of 2019 through Student Activities fund raising activities. This gift represents partial funding to support the scholarship/
Date received:	4/8/2019
Type of Gift:	Scholarship Donation
Donation Amount:	\$ 300.00
Gift Designation / Purpose:	Gift received directly from Deborah Martin-Hardy to support the FY19 Paul Johnson Performing Arts Scholarship.
School Designation:	HHS Senior

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 Reality 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
				TOTAL:	\$ 2,055,112.44
			FY19 GIFTS TO HUDSON PUBLIC SCHOOLS	School	\$ Gift Amount
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 each.	\$ 1,000.00
Corporate	Sponsor	Corporate	Hudson Rotary Club	Corporate Sponsor for HPS TCH Mini grants. This gift will sponsor six TCH awards for \$500 each.	\$ 3,000.00
Corporate	Sponsor	Corporate	Medusa Brewing Company/Morphis Art	Donation from proceeds of Art auction to continue to support HHS Art Program.	\$ 200.00
Foundation	Donation	Corporate	Hudson Youth Baseball	Donation to offset expenses for a new Batting Cage	\$ 1,000.00
Corporate	Sponsor	Corporate	St. Mary's Credit Union	FY19 Sponsor for HHS Reality Career Fair	\$ 500.00
Corporate	Sponsor	Corporate	Avidia Bank	FY19 Sponsor for HHS Reality Career Fair	\$ 500.00
Corporate	Donation	Corporate	Benevity Causes - Intel, Foundation	Read Across America - To be split FAR, MUL, QMS \$100 each.	\$ 300.00
Student Activities	Donation	Public	HHS Student Activities: All School Musical	FY19 donation from SAF HHS All School Musical to Hudson High School. Donation from SAF to assist with Stage Curtain leg replacement.	\$ 1,274.00
				TOTAL:	\$ 18,074.00
			FY19 GIFTS FOR HHS SCHOLARSHIPS	HUDSON HIGH SCHOOLS	\$ Gift Amount
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

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

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
n/a	76	Scholarship	FY19 HHS Student Activities	Paul Johnson Performing Arts Scholarship - Funding from Deborah Martin-Hardy.	\$ 300.00
				Total:	\$ 7,050.00
					Grant Total: \$ 2,080,236.44

Matters for Action

New Business

10.) Approval of Reclassification of Funds

File: Adjustment Forms (white)

Posting Date:

Batch/Block :

FY19

PAYMENT Adjustment Request

Date: Tuesday, May 14, 2019

To: Rufan Zhang, Assistant Finance Director

From: School Department

Please record the following payment adjustment (s):

				Amount	Amount
Payment Adjustment Number 1	<u>From:</u>	Account Number 570	Account Description Bldg. Maint. General Supplies & Mat. Mulready	\$ 808.97	
	<u>To:</u>	Account Number 3325	Account Description Mulready Electric Upgrade Art2 5/18 supplies		\$ 808.97
Payment Adjustment Number 2	<u>From:</u>	Account Number	Account Description	\$	
	<u>To:</u>	Account Number	Account Description		\$
Payment Adjustment Number 3	<u>From:</u>	Account Number	Account Description	\$	
	<u>To:</u>	Account Number	Account Description		\$
Payment Adjustment Number 4	<u>From:</u>	Account Number	Account Description	\$	
	<u>To:</u>	Account Number	Account Description		\$
Page total :				\$ 808.97	808.97


Authorized Signature

Prepared by: Yvonne Breen

Authorized Signature(s):

Reason for reclassification:

To reclassify payment for po 192616 from Bldg. Maintenance General Supplies & Materials Mulready, to Mulready Electric Upgrade

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.

Posting Date:

Batch/Block :

FY19PAYMENT Adjustment RequestDate: Tuesday, May 14, 2019To: Ruifan Zhang, Assistant Finance DirectorFrom: School Department

Please record the following payment adjustment (s):

				Amount	Amount
Payment Adjustment Number 1	From:	Account Number 1975	Account Description Admin Support Professional Dev.	\$ (100.00)	
	To:	Account Number 123	Account Description Food Service Operating Expenses		\$ 100.00
Payment Adjustment Number 2	From:	Account Number	Account Description	\$	
	To:	Account Number	Account Description		\$
Payment Adjustment Number 3	From:	Account Number	Account Description	\$	
	To:	Account Number	Account Description		\$
Payment Adjustment Number 4	From:	Account Number	Account Description	\$	
	To:	Account Number	Account Description		\$
Page total :				\$ (100.00)	\$ 100.00

Ruifan Zhang 4/25/19
 Authorized Signature

Prepared by: *Cristy Morrison*

Authorized Signature(s):

Reason for reclassification:

To reclassify PO 191688 from Admin Support PD to Food Service Operating Exp. for DESE Nuts & Bolts Conference
 Food Service Director attended.

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.

Posting Date:

Batch/Block :

FY19**PAYMENT Adjustment Request**Date: Tuesday, May 14, 2019To: Rufan Zhang, Assistant Finance DirectorFrom: School Department

Please record the following payment adjustment (s):

				Amount	Amount
Payment Adjustment Number 1	From:	Account Number	Account Description		
		569	Copier Service Contracts HHS	\$ (5,012.54)	
	To:	Account Number	Account Description		
		1296	Rental Lease Equip Bldg & Grounds		\$ 5,012.54
Payment Adjustment Number 2	From:	Account Number	Account Description	\$	
	To:	Account Number	Account Description		\$
Payment Adjustment Number 3	From:	Account Number	Account Description	\$	
	To:	Account Number	Account Description		\$
Payment Adjustment Number 4	From:	Account Number	Account Description	\$	
	To:	Account Number	Account Description		\$
Page total :				\$ (5,012.54)	\$ 5,012.54

Authorized Signature

Prepared by: Yvonne Breen

Authorized Signature(s):

Reason for reclassification:

To reclassify payment for po 191239 from the Copier Svc. Contracts HHS Acct. to the Rental Lease Equip Bldg. & Grounds Acc

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.

Posting Date:Batch/Block :**FY19**PAYMENT Adjustment RequestDate: Tuesday, May 14, 2019To: Ruifan Zhang, Assistant Finance DirectorFrom: School Department

Please record the following payment adjustment (s):

Payment Adjustment Number	From:	Account Number	Account Description	Amount	
Number 1		562	Telephones	\$	(1,268.36)
	To:	3310	FY19 ESH Grant	\$	1,268.36
Number 2	From:	Account Number	Account Description	\$	
	To:	Account Number	Account Description	\$	
Number 3	From:	Account Number	Account Description	\$	
	To:	Account Number	Account Description	\$	
Number 4	From:	Account Number	Account Description	\$	
	To:	Account Number	Account Description	\$	
Page total :				\$	(1,268.36) 1,268.36

Authorized Signature

Prepared by: Sharon J. Gooch-Zebal

Authorized Signature(s):

Reason for reclassification:

To reclassify YTD Cell Phone coverage from Facilities Telephone account to the FY19 ESH Grant

The grant supports two cell phone lines nursing staff that travel within buildings, conferences, on-call support, etc.

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.