



HUDSON PUBLIC SCHOOLS  
155 Apsley Street  
Hudson, Massachusetts 01749  
978.567.6100

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## HUDSON SCHOOL COMMITTEE MEETING

January 8, 2019

155 Apsley Street – Administration Building

7:00 p.m.

### AGENDA

#### I. Call to Order

#### II. Approval of Minutes

Regular Meeting: December 18, 2018

#### III. Public Participation:

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

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

#### IV. Reports and Presentations

- a) Report of the Superintendent
- b) Subcommittee Reports (if needed)
- c) Student Presentation (if any)

#### V. Matters for Discussion:

- a) Old Business
- b) New Business
  1. Presentation by Green Hudson
  2. Discussion of the American Federation of State, County, and Municipal Employees AFL-CIO, Local Council 93, Hudson Public Schools Custodians Local, Negotiation Team Members

#### VI. Matters for Action:

- a) Old Business
  1. Second Reading and approval of Proposed Adoptions and Revisions of School Committee Policies Section KF and KF-R Community Use of School Facilities



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b) **New Business**

1. Approval of Contract with Denver Equipment Co/ of Charlotte, Inc. in the amount of \$18,322.20 for Steamer and Kettle Equipment at Farley Elementary School
2. Approval of the FY19 Hudson Cultural Council #3196 Renewal Grant in the amount of \$350.00
3. Approval of Warrant Articles for May 2019 Town Meeting

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

**VIII. Executive Session**

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

**IX. Adjournment**

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

## II. Approval of Minutes December 18, 2018

**Hudson School Committee  
Open Session Minutes**

**Meeting Date:** December 18, 2018

**Location:** 155 Aspley Street

**Members present:** Glenn Maston, Steven Smith, George Luoto, Elizabeth Hallsworth, Adam Tracy, Nina Ryan and Matthew McDowell

**Members absent:** None

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

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

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

**II. Approval of Minutes:**

Regular Meeting: December 4, 2018

A motion to approve the minutes of December 4, 2018 was made by Mr. Smith and seconded by Mr. Luoto. On a vote of 7-0, the motion passed.

**III. Public Participation:**

Beth Langlois, Forest Avenue parent, asked if in conjunction with the new facilities policy, consideration was being given to closing the schools to students for election day due to traffic and safety issues. The committee responded that this was planned for the next National Election.

**IV. Reports and Presentations:**

**Report of the Superintendent**

a) Report of the Superintendent:

Dr. Rodrigues stated that the report of the Superintendent would be a presentation on the ARC program initiative at Hudson High School. Some members of the Hudson High School staff have researched this initiative for over two years. They would like to start a pilot at Hudson High School. Interim Principal Jonathan Bourn stated this program is unique in that it comes from teachers and administrators. ARC stands for Academics, Relationships, and Community.

Ms. June Murray, World Cultures Teacher at Hudson High School, introduced the ARC program. Ms. Murray played a trailer which will be shown to students in

January. Ms. Murray introduced the team of teachers and the student present, and noted that the group tried to pull teachers from every department and from essentials to AP.

Ms. Murray gave some background on how this initiative started. The team designed a survey to model the nationally known Quaglia survey, which is used to uncover trends in student responses relating to their needs and deficits. She presented some results and trends of the School Voice Survey 2017.

After reviewing the results of the survey, the committee decided to explore options. They visited schools with advisory programs. What the team realized is that there are some flaws with advisory programs and that these types of programs would not meet the needs identified in the survey.

Over a dozen members of the committee went on a site visit to ConVal High School in Peterborough NH. Their program is a reallocation of academic time. Building on this, the committee looked to fit in interventions, enrichments, extensions, and supports as part of the students' day.

ARC reallocates academic time giving students the opportunity to make choices about where they spend a part of their day. A sample schedule was displayed. The ARC period is a forty-minute block between second and third period. Each student will be assigned a mentor and remain with that mentor for the duration of their time at Hudson High School. On Mondays, students spend their ARC period with their Monday mentor and discuss what needs to be accomplished the coming week.

Mr. Bourn stated the need to acquire software needed to schedule students into the ARC blocks during the week. The software works with ASPEN, and would be used by mentors, teachers and counselors, and students.

Ms. Murray continued, describing how the ARC program values align with the District Improvement Plan and its strategic objectives.

Mr. Lonnie Quirion, Hudson High School Psychology teacher, explained to the committee the ways the team would measure the success of the program. He stated that both quantitative and qualitative data, including surveys, attendance, disciplinary referrals, extra-curricular activity eligibility lists, and focus groups will be used.

Discussion ensued. Some of the topics included:

- The scheduling software
- Monday ARC period and time allotted per student
- Mentor assignments and student groups
- Scheduling of students so groups remain small
- Potential loss of time on learning and how to measure/monitor this
- Perceived barriers

- Culture change
- Teacher support- teacher survey
- Communication with parents about the program
  - Letter from Principal Bourn
  - Parent Information session on January 17,2019
- Social emotional impact and measurement
- Challenges with adjusting the lunch schedules

b) Subcommittee Reports

**Strategic Goals Subcommittee**

Mr. Maston noted that the School Committee Communication Survey is open and will close on December 21, 2018. Ms. Hallsworth stated that the committee would meet after the survey closed.

**Other:**

Mr. Maston stated that he, Mr. Smith, and Mr. Luoto attended the first ELPAC meeting.

c) Student Presentation

Student representative Ben Carne presented the following update to the Committee. The council has not had a formal session, but did meet with Chartwells to plan some future improvements the students would like to see. They will meet again in January.

V. **Matters for Discussion:**

- a) Old Business
- b) New Business

1. **Forest Avenue Elementary School Playground Recognition**

Forest Avenue Elementary School Principal Dave Champigny shared a video highlighting the Forest Avenue Playground project from start to finish. Mr. Champigny expressed his gratitude to the community at large, including the Home and School Association, parents and students, the Hudson DPW, Chaps, the buildings and grounds department, the Boys and Girls Club, the Hudson Recreation Department and the many other organizations who donated materials and time. Principal Champigny then recognized and presented certificates to some individuals for their part in taking the project from an idea to a reality in just two years.

2. **First Reading of Proposed Adoptions and Revisions of School Committee Policies Section KF and KF-R Community Use of School Facilities**

Mr. Smith stated that there have been requests for these policies for a while.

Discussion ensued regarding the fee schedule, groups to be allowed to use the facilities, and if any groups currently using the facility are affected.

Mr. Maston stated that the policy and supporting procedure document would be available for review and feedback until the next meeting.

VI. **Matters for Action:**

- a) Old Business
- b) New Business

1. **Approval of Hudson High School Cheerleading Team attendance at the Battle of the Boardwalk National Competition February 1-3, 2019**

Interim Principal Jonathan Bourn stated that the Hudson High School Cheerleading Team won the state championship and is looking to go to the National Competition. This will result in the students missing one day of school. Cheerleading Team Captain, Rachel Matisko, stated that this has been a very successful season for the team and this is the first state championship since 1993. Discussion ensued with questions about whether or not the cost of the trip could be covered entirely through fundraising. Mr. Bourn stated that there has been discussion with the Athletic Director to ensure that all team members can attend.

A motion to approve the Hudson High School Cheerleading Team attendance at the Battle of the Boardwalk Nation Competition February 1-3, 2019 was made by Mr. Luoto and seconded by Mr. Smith. On a vote of 7-0, the motion passed.

2. **Approval of reclassification of funds**

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

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

VIII. **Executive Session**

At 8:38 p.m., Committee Chair, Glenn Maston, noted that Executive Session was not needed.

IX. **Adjournment**

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

Respectfully submitted,

Elizabeth Hallsworth, Secretary  
Hudson School Committee

#### IV. Report of the Superintendent



## V. Matters for Discussion

### b) New Business

#### 1. Presentation by Green Hudson



*Brian White — Green Hudson — [info@greenhudson.org](mailto:info@greenhudson.org)*

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# Introduction & Overview

January 8, 2019

Hudson School Committee Meeting

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# Agenda

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- ❖ Introduction & Mission Statement
- ❖ Challenges & The Role We All Play
- ❖ Green Hudson's 2019 Initiatives
  - ❖ Education & Outreach
  - ❖ Green Communities
  - ❖ HeatSmart Grant
  - ❖ Plastics Reduction

Green Hudson — [info@greenhudson.org](mailto:info@greenhudson.org)

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## Mission Statement

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Promoting Environmental Sustainability for Hudson by:

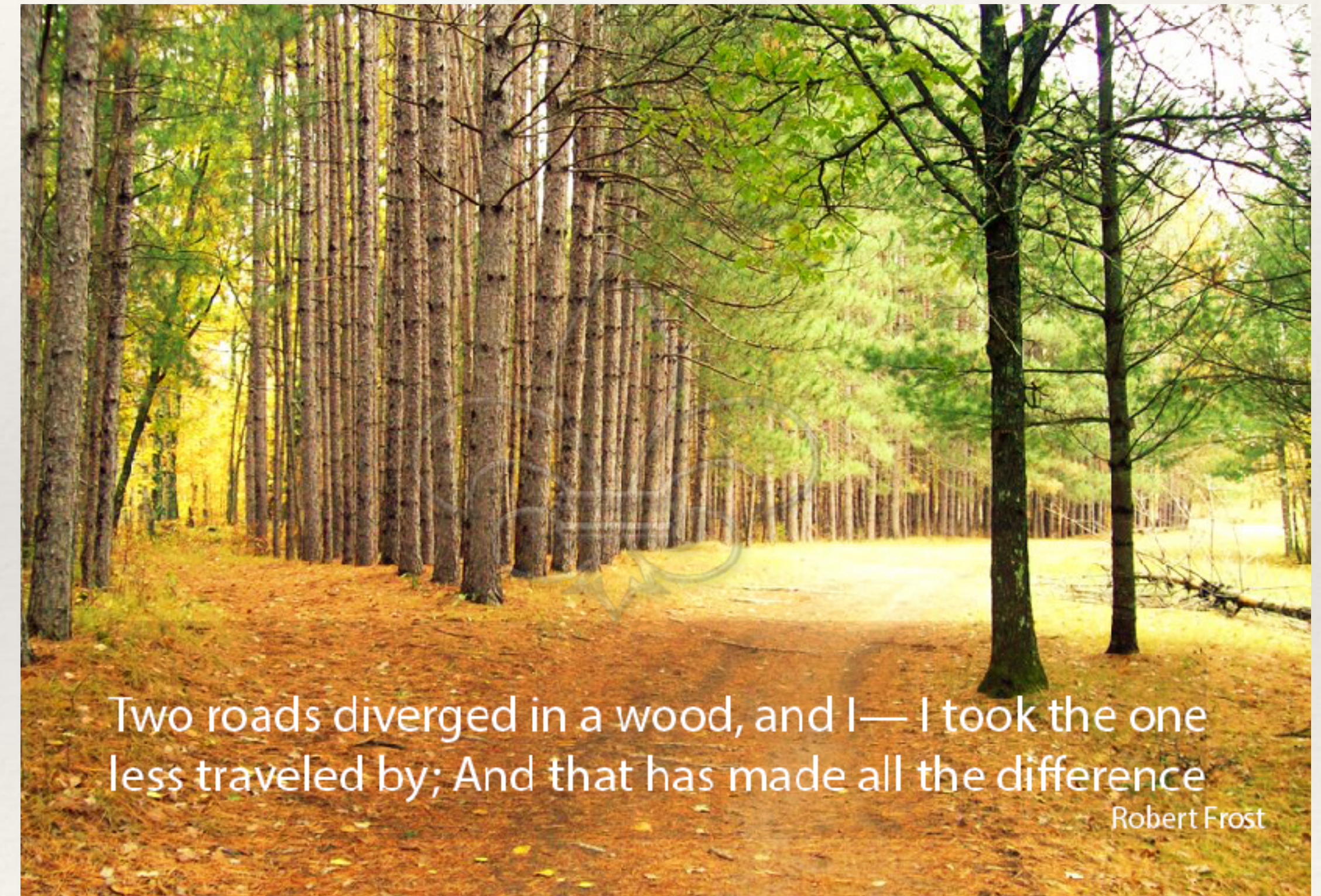
- ❖ Making Hudson a Green Community
- ❖ Energy Conservation & Efficiency
- ❖ Environmental Education
- ❖ Renewable Energy Generation and Sustainability Planning
- ❖ Recycling and Reuse Programing

Regular Meetings are the 3rd Sunday of each month, 3pm,  
at the Avidia Community Room.



# Challenges & The Role We All Play

- ❖ National & International Challenges
  - ❖ Increasing prominence of climate impacting weather
  - ❖ IPCC, NCA, COP24
  - ❖ Changes in recycling policy
- ❖ National & State Success
  - ❖ California Continues to Lead the way
  - ❖ An act promoting climate change resilience
  - ❖ 2% increase in RPS standard
  - ❖ 1600 MW of wind
- ❖ State & Local Work to be done
  - ❖ Address the challenges to recycling programs and increase participation
  - ❖ Accelerate Solar & Wind Adoption
  - ❖ End Fossil Fuel Infrastructure projects
  - ❖ Address aging nuclear power infrastructure
  - ❖ Start laying the groundwork for carbon capture & recycling



# Public Education Campaign & Outreach

- ❖ Goal: Create & Provide general information to the community on the Perils of climate change; Sustainability / Consumption awareness; Idling; plastic bags.
- ❖ Champion: Elisa Pearmain
- ❖ What we are planning to do:
  - ❖ Regularly host speakers at our monthly meeting
  - ❖ Engage with students and other groups within our community
  - ❖ Present community relevant information with actionable take away information (Gift buying / conservation / recycling guide)
  - ❖ Information on Native Plants and Invasive species
  - ❖ Table at Farmers market



# Support Green Community Initiative

- ❖ Goal: Help Hudson succeed at becoming a Green Community in 2019
- ❖ Champion: Brian White
- ❖ What we will do:
  - ❖ Facilitate engagement with the town to begin the green communities grant process (done)
  - ❖ Engage with the town on how we can help with energy reduction plan
  - ❖ Support any bylaw changes that need to pass town meeting
  - ❖ Op-ed in support of the program



# School District involvement in Green Community

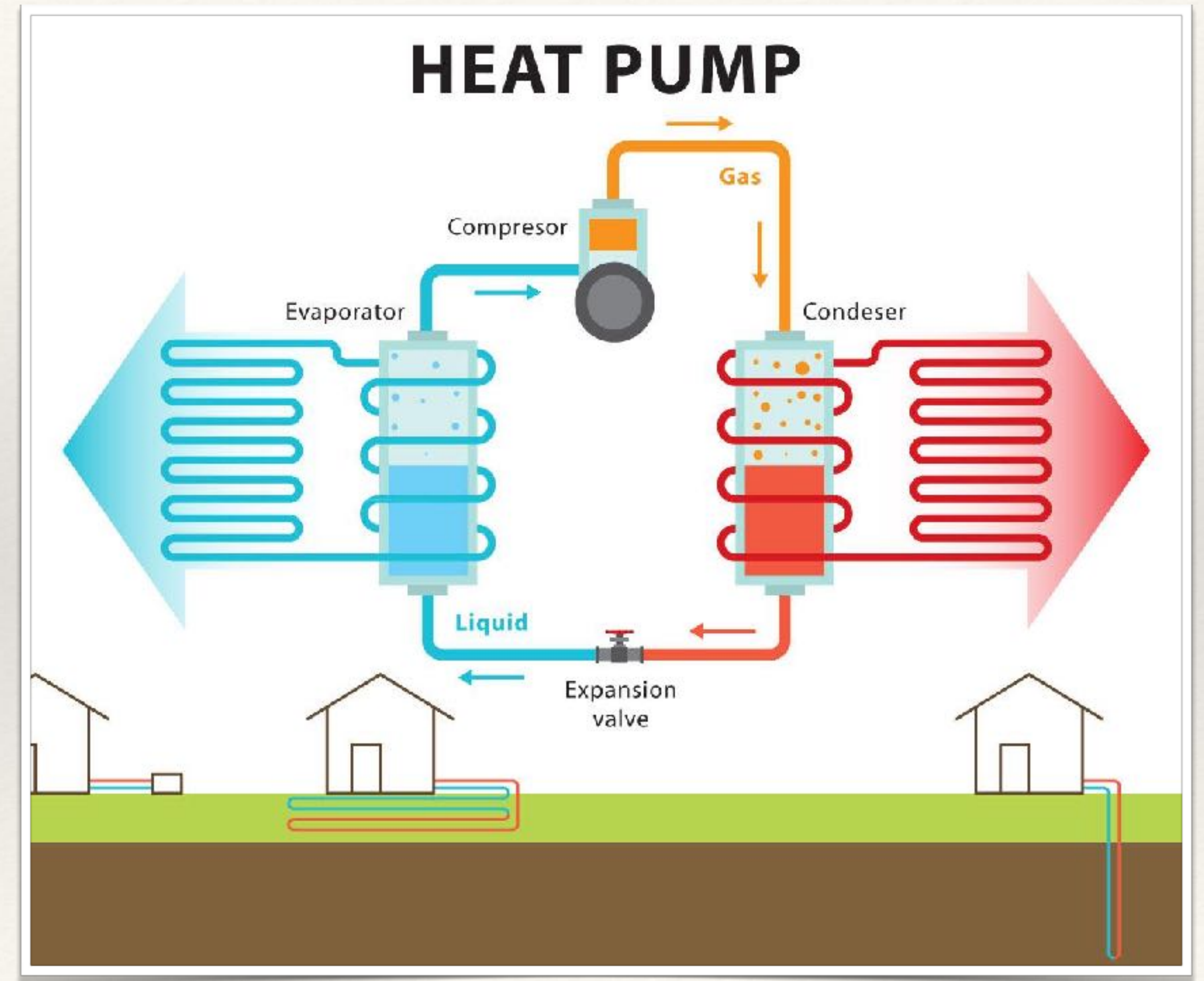


- ❖ Opportunity for engagement with students
  - ❖ Class room discussions
  - ❖ Opportunities to express opinion in public forums
- ❖ An energy audit will be done for all town buildings, including the school buildings
- ❖ School buildings could be part of the Energy Reduction Plan (ERP)
  - ❖ Weatherization
  - ❖ Energy Efficiency improvements
  - ❖ Heating System Improvements
- ❖ Once the ERP is satisfied, there is opportunity for numerous school initiatives
  - ❖ Additional energy reduction with a focus on Green House Gas reductions
  - ❖ Solar on school properties
  - ❖ Community Solar hosted by the school properties

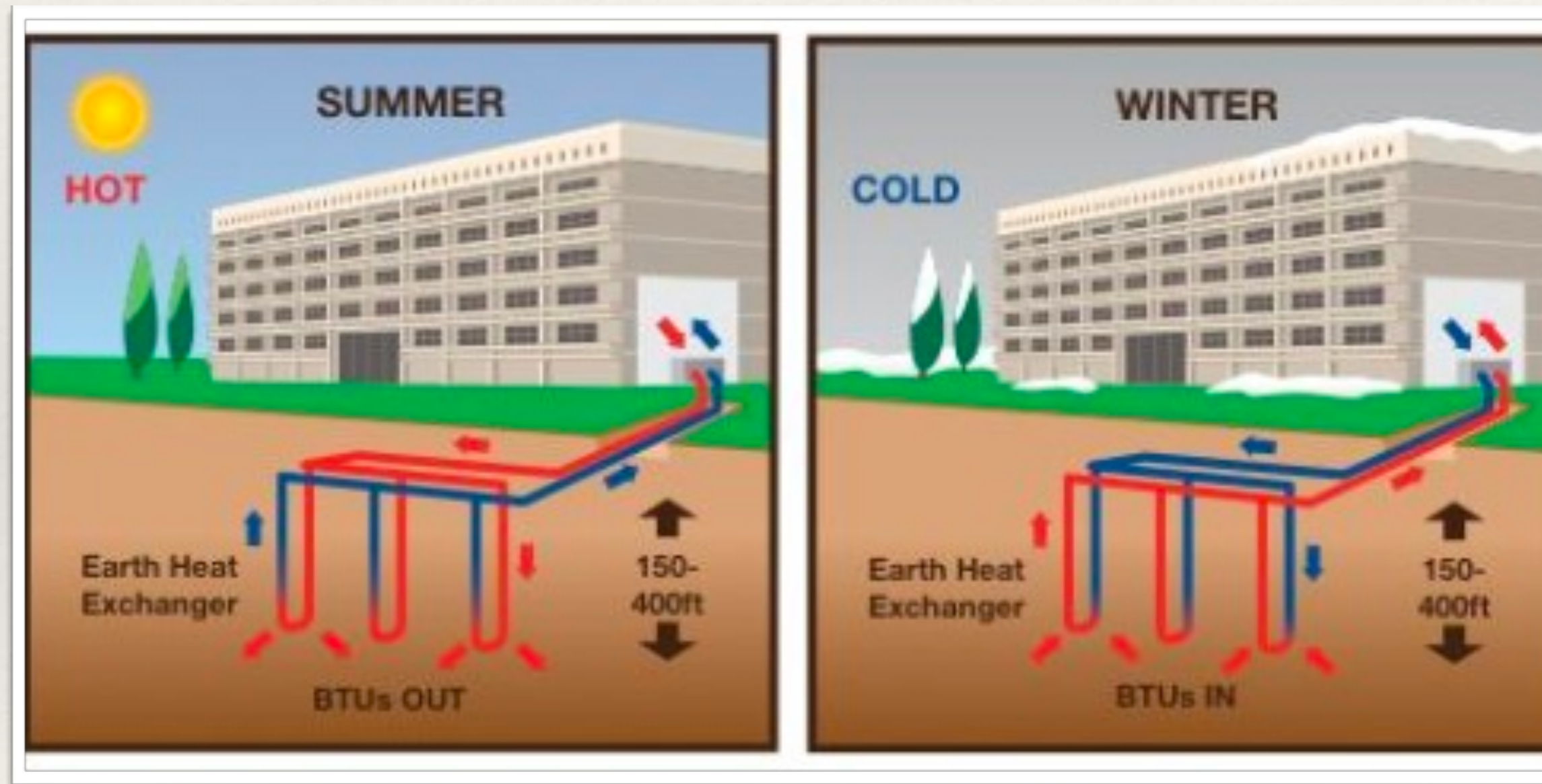


# Stow/Hudson Heat Smart Initiative

- ❖ Goal: Acquire State Grant for joint Heat Pump initiative with HLP and Sustainable Stow
- ❖ Champion: Tom Green & Jeanette Millard
- ❖ What we will do:
  - ❖ Work with Sustainable Stow to collect grant application information (done)
  - ❖ Work with Town/HLP to endorse the program (done)
  - ❖ Certify a preferred installer
  - ❖ Advertising campaign and coordination to guide heat pump installations



# Heat Pump & Green Communities => Opportunity



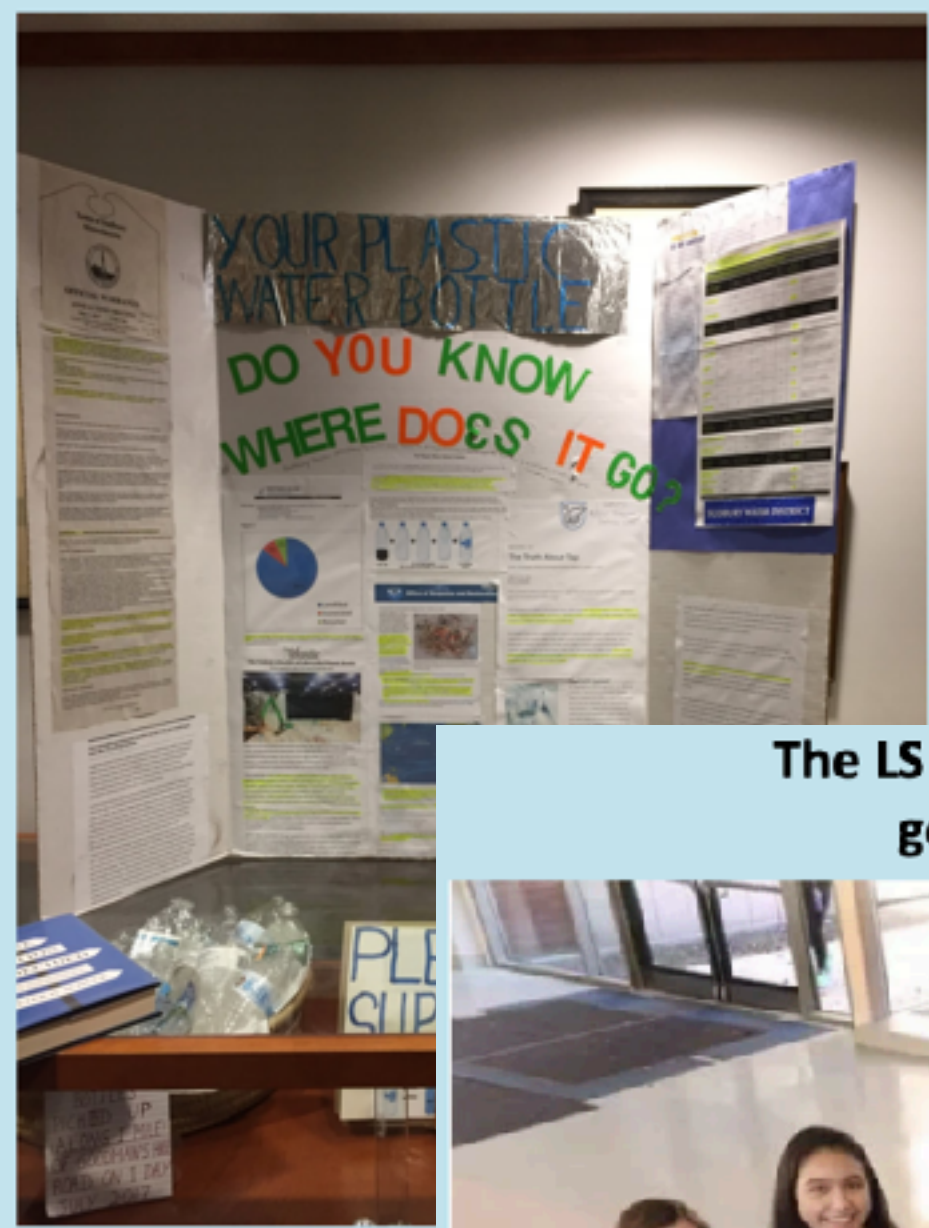
- ❖ Heat Pumps are an energy efficient and cost effective
- ❖ As part of the ERP it might be advantageous to use some of the grant money to replace
- ❖ Schools could be candidates for ground source heat pumps
- ❖ Buildings or rooms with ducts, or near the perimeter of buildings may be good candidates for mini-split systems.
- ❖ Beyond the ERP there may be advantageous ways to utilize heat-ups to reduce GHG emissions throughout the district

# Plastic Bottle & Bag Reduction

- ❖ Goal: Significantly reduce plastic bags and bottles from town stores
- ❖ Champion: Elisa Pearmain
- ❖ What we will do:
  - ❖ Publicity campaign
  - ❖ Talk with store managers
  - ❖ Engage with town community on Hudson's approach to reducing our over use of plastics
  - ❖ Offer reusable bags
  - ❖ Explore feasibility and interest in a planned phase out of single use plastics in Hudson



# Plastic Bottle & Bag Reduction



The LS Environmental club was absolutely key in getting the bylaws passed in Sudbury.



PAT GREENHOUSE/GLOBE STAFF

- ❖ Opportunity for engagement with Student
- ❖ Lincoln & Sudbury Students played a key role in passing a single use bag and bottle ban.
- ❖ Present information in cafeterias and in front of grocery stores
- ❖ Talk with peers and family about plastic pollution
- ❖ Write letters in support of plastics reductions
- ❖ Opportunity for school administration
- ❖ Evaluate and discuss policies related to plastic use in school buildings
- ❖ Support Recycling in school buildings

# Textile Recycling



- ❖ Textile Recycling Box
  - ❖ Divert clothing, shoes, and fabric away from the solid waste stream
  - ❖ No charge for boxes
  - ❖ Provide a small revenue stream to support other recycling activities
- ❖ Opportunity for school administration
  - ❖ Evaluate and discuss policies related to reuse and sustainability
  - ❖ Support Recycling in school buildings

*Green Hudson*

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**Thank you. Questions?**

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Thank you for sharing your meeting time with me today!  
We look forward to working with you to make Hudson a greener and more sustainable community.

***“WE ARE THE FIRST GENERATION  
TO FEEL THE EFFECTS OF CLIMATE  
CHANGE AND THE LAST GENERATION  
WHO CAN DO SOMETHING ABOUT  
IT.”***

— Barack Obama

## V. Matters for Discussion

### b) New Business

2. Discussion of the American Federation of State, County, and Municipal Employees AFL-CIO, Local Council 93, Hudson Public Schools Custodians Local, Negotiation Team Members

# HUDSON PUBLIC SCHOOLS

## SCHOOL COMMITTEE MEMBERS ASSIGNMENTS

2018-2019

### Sub-Committees:

1. Budget: All Committee Members
2. Policy: Steve Smith, Liz Hallsworth, Matt McDowell
3. Strategic Goals: Adam Tracy, Glenn Maston, Liz Hallsworth
4. Superintendent's Evaluation: Glenn Maston, Nina Ryan, George Luoto

### Negotiation Teams:

1. Teachers: Adam Tracy, Steve Smith
2. Paraeducators: Glenn Maston, Nina Ryan
3. Secretaries: George Luoto, Matt McDowell, Steve Smith
4. Custodians: Liz Hallsworth, Adam Tracy, Nina Ryan

### School Councils:

1. Hudson High School: George Luoto
2. Quinn Middle School: Matt McDowell
3. Farley: Liz Hallsworth
4. Forest Ave: Glenn Maston
5. Mulready: Nina Ryan

### Other Responsibilities:

1. Teacher Sick Bank: George Luoto, Nina Ryan
2. Special Education Parent Advisory Council (SEPAC) Liaison: Steve Smith
3. CHAPS Board Representatives: Nina Ryan, Steve Smith



## VI. Matters for Action

### a) Old Business

1. Second Reading and Approval of Proposed Adoptions and Revisions of School Committee Policies Section KF and KF-R Community Use of School Facilities

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

**SECTION K – Community Relations**

<b>Section</b>	<b>Existing Policy</b>	<b>Proposed Change or New Policy</b>
<p>KF</p> <p>COMMUNITY USE OF SCHOOL FACILITIES</p> <p>Adopt MASC policy and revisions.</p>	<p style="text-align: center;"><b><u>FACILITIES USE</u></b></p> <p><b><u>The Hudson Public School authorizes the use of its buildings by organizations and/or individuals for such educational, social, civic, philanthropic and like purposes, as it deems in the best interest of the community. The following rules and regulations have been developed to set guidelines for the usage of said facilities and setup a fee structure to cover the district’s costs of cleaning and maintaining the facilities. Until further notice, the elementary schools and middle school are not available for public use after school hours. School buildings will not be rented to outside businesses or individuals for private use, to promote said business.</u></b></p> <p><b><u>When there is no school because of snow or inclement weather, buildings will be closed and all events cancelled. If an event is cancelled due to school closing, user fees will be returned if the event is not rescheduled. In the event of a storm when school is not in session and the building and parking lot are inaccessible, the applicant will be notified by the Facilities Department or Head Custodian that their event has been cancelled. School and Town events take precedence over all other events. Should a School or Town event need to be scheduled on a specific date, an individual</u></b></p>	<p>COMMUNITY USE OF SCHOOL FACILITIES</p> <p><b>It is the School Committee's desire that maximum use of school property be enjoyed by the townspeople. It is the Committee's intent that such use will maintain safe conditions and preserve the property for school program use.</b></p> <p><b>Use of school buildings and other facilities by organizations will be permitted only when a worthy educational, civic, or charitable purpose will be served; or a substantial group of citizens from the community will be benefited.</b></p> <p><b>School facilities will be used according to the regulations and rental fee schedules recommended by the Superintendent and approved by the School Committee.</b></p> <p><b>Permission for the use of facilities must be obtained through the office of the Superintendent of Schools, where applications are available for this purpose.</b></p>

event might be cancelled or relocated. Applicants may either reschedule or a refund will be made for any fees paid.

There are many factors to consider regarding school usage. These factors include but are not limited to time of use, sponsoring organization affiliation, and purpose. As these differentiations can be confusing, a matrix has been developed to aid in the process, which is attached as Addendum A. Depending on the circumstances, an application with the Facilities Department may or may not be required.

#### No Application Required

If a space is being requested by an HPS employee for the benefit of students/staff of HPS during regular school hours, the applicant must contact and receive approval from the building principal. All ½ day or full day in-service workshops during the school week are officially during school hours. Follow the individual rules of each school for booking rooms from 8:00 a.m. to 3:00 p.m.

#### Application Required

If a space is being requested by an HPS employee for use after school hours or by any other entity for use during school hours (extremely limited) or after school hours (including weekends, vacation days and summer recess), the applicant must submit an application to the Facilities Department. Information on the Facilities Department application process is below.

#### Application

An application must be filed with the Facilities Department to request the use of a school building after school hours. The application must be completed in full and submitted at least two weeks before an event. The applications can be found on the website [www.hudson.k12.ma.us](http://www.hudson.k12.ma.us), under Quick Links, HPS Facilities Use. Please note the following items:

Staff Application: If the applicant is an employee of Hudson Public Schools (HPS) or the Town of Hudson and is requesting to use a

### Eligibility

School facilities will be available for the following:

1. Public school activities
2. Parent-teacher activities
3. Official town public hearings and political activities
4. Meetings and activities sponsored by the School Committee and school personnel
5. Parks and playgrounds Hudson Recreation activities
6. Local nonprofit and noncommercial organization activities
7. Metropolitan civic, educational, social, and religious organization activities if a substantial portion of the members are residents of the town
8. The activities of other organizations when approved by the School Committee, Superintendent.

### School and Town Preference

The priority given requests for use of school facilities will be as follows:

1. School activities

facility after school hours for a program or meeting run by Hudson Public Schools or the Town of Hudson, for only Hudson students, faculty, employees or residents, (i.e., a computer class for Hudson residents, or a yearbook meeting for students, faculty meetings, Town Meetings, voting), use the Staff application. Please give a brief description of the program.

Public Application: If the applicant is not affiliated with the Hudson Public Schools or Town of Hudson and is requesting to use a facility for an event or function, use the Public Application. If the applicant is a member of a private organization, group, company or individual participating in an event with Hudson Public Schools or Town of Hudson employees, submit the application using the Public Application filled out by the organization, group or company. Please give a brief description of the program.

Workshops: All after-school or vacation workshop applications must be submitted by the Curriculum Directors. If the participants are all staff members of HPS, use the Staff Application. If the participants are a mix of staff and non-staff, use the Public Application.

Tournaments: All high school sports tournaments are to be submitted on the Staff Application, along with League Meetings.

- A response will be sent by email either approving or denying the request. When the request is approved, a permit will be sent to the applicant. The permit must be presented to the custodian at the time of event. Custodians will only admit persons with permits.
- Applications will only be accepted for the current school year. Applications for the following school year may be submitted starting in mid-August.
- Once the application is submitted, all changes of time, date or rooms and cancellations must be made by the Facilities Office. Please contact the Facilities Department by email with the application number [this is located in the view section under the date]. Once the original application is deleted a new one may be submitted.

2. Town meetings and elections over other community activities

3. Parks and playgrounds Hudson Recreation Activities

SOURCE: MASC

LEGAL REFS.: M.G.L. [71:71](#); [71:71B](#); [272:40A](#)

- Public Organizations, Groups or Individuals will be charged an administration fee for each requested change that is not instituted by Hudson Public Schools.
- When an application is approved, no other groups, programs or companies are authorized to share the space.
- Programs that are not directly funded by the school budget, where a fee/ admission is charged, or a profit or stipend is made by the applicant, a rental fee will be charged and Liability Insurance must be submitted. Such programs must be approved by the Director of Facilities in advance of starting a program, etc.

Liability Insurance

The Town's Insurance Carrier, along with the Board of Selectmen, requires a liability policy in the amount of \$1,000,000.00 [one million dollars]. Any organizations, individuals, or groups outside town government requesting the use of Town of Hudson property for an approved purpose, must supply the Town of Hudson School Department with a Certificate of Insurance naming the Town of Hudson an additional insured. Submit the Certificate of Liability when the application has been approved along with the Certified Bank Check for Payment. A certificate of insurance must be on file with the Facilities Department two weeks after the event is approved or the event will be cancelled. All incidents involving personal injury, damage to, or loss of property or vandalism must be reported by the applicant within 24 hours to the Facilities Department.

Fees

An invoice will be mailed to the applicant, indicating the fee for use of the building and other costs. This amount must be paid after the application is approved. Payment must be by Bank Certified Check. If payment it is not received on time, the event will be removed from our calendar and cancelled.

Approved Use

Outside organizations or groups using school buildings under an approved permit are restricted to the use of the rooms and/or spaces assigned to them that are listed on the permit. If another

space is used, other than the approved space, the program could be cancelled. If the permit is not correct, contact the Facilities Department. If room use has been approved, and it is found to be occupied, please report it to the Custodian. Do not touch or move any objects in a room that has been approved to use, especially the Auditorium or stage areas.

*Special Arrangements & Technology Equipment Use*

Special table and chair set-ups should be requested on the application in the box marked “special arrangements”. Start time and end time listed on the application should take into account any set-up and take down time. Depending upon the request, a custodial fee may be assessed.

All requests to use technology equipment must be approved by the Director of Technology prior to filling out the online application with the Facilities Department. Once the approval from the Director of Technology is granted, the requested equipment must also be noted on the application for use of school facilities, under special equipment request. Both approvals are required. Some examples of equipment that must be requested include:

- Internet service for Laptop
- Access to the Internet
- LCD Projector, DVD ,VCR
- Overhead Projector
- Sound Equipment, Microphone [s]
- Auditorium Lighting
- Any other special equipment

This equipment requires a Technology Technician to set it up and operate it, so a separate technology fee will be charged.

*Use of Specialty Spaces*

Applications to use the Auditorium, Band Room, Choral Room, or Green Room must be reviewed by the Band Director in conjunction with the Facilities Department. All rooms and dates

must be filled out on the application. Approval will be sent via email.

*Use of Kitchens*

Application to use the Kitchens must be reviewed and approved by the Food Services Director, in conjunction with the Facilities Department. An application for use of school buildings is also required. Both approvals are needed for use of the kitchens. The equipment that will be used must be listed under “special arrangements” on the building use application. Cleanup is the responsibility of the applicant. If the space is not cleaned, a custodial fee will be applied.

*Use of Elementary Schools*

Elementary School spaces, including classrooms, gymnasiums, cafeterias, etc., are not available for public use/rental.

*Use of Gymnasiums*

Gymnasiums are not available for public use/rental.

*Use of Administration Building*

The Administration Building is only available for faculty meetings, School Committee meetings, and the Superintendent of Schools. Meetings held here must be booked with a representative from the Superintendent’s Office. Applicant is responsible for their own setups and clean-up, unless otherwise arranged through Facilities Department.

*Food and Beverages or Catering*

Any food, catering or meals requested for an event are served in the Cafeteria, and require approval from the Food Services Director. An application for use of the Cafeteria is also required. Both approvals are needed to serve food. All food being served

must be listed on the application, under “special arrangements”. Food and beverages are allowed only in the Cafeteria and Large Group Instruction Rooms. The applicant is responsible for cleaning up the area that they use. No food or beverage other than water is allowed in the classrooms. This includes vending machine items.

*Responsible Party*

The person(s) named on the application must be a responsible adult over the age of 21, and must be present during the entire duration of the approved activity. This person is also responsible for the liability involved with running the program or function and will be assessed any damages or vandalism to the facility. There must be one adult chaperone per 20 minors. Specific bathrooms will be assigned for use by the Head Custodian and only those bathrooms will be accessible. The organization, group or individual(s) using this area will be responsible for monitoring these bathrooms. They are also responsible for leaving the facility clean.

*Custodial Coverage*

The custodians on duty will only open the doors, turn on lights, and secure the building before and after use. If it is determined that an additional custodian(s) is needed to supervise the event, a custodial fee will be assessed for each custodian needed. The fee is to supervise the area of event only. Organizations will be responsible for leaving the area clean after use. If cleaning by the custodial staff is required, an additional fee will be applied.

*Police & Fire Coverage*

On the application, it asks the number of people using the facility. This figure is to include all persons participating and attending the event. Depending on the number of individuals attending an activity on school property, the Facilities Department may require one or more police officers or firefighters to be employed for crowd control and to ensure public safety, at the cost of the organization or group renting the facility. It is the applicant’s responsibility to pay for and book the Police or Fire coverage when informed it is needed. If this is not done, the event will be cancelled.



**Parking**

**Any group parking in school parking lots must be granted a permit by the Facilities Department. Parking is only allowed in designated parking spaces. If a large event is planned, choose PARKING LOT on the permit when choosing rooms. If there are two large events booked for the same night, this information is important.**

**This policy shall be implemented by the Superintendent of Schools, Director of Facilities, and School Principals.**

**Personnel and Contact Information**

<b><u>Director of Facilities</u></b>	<b><u>Leonard Belli</u></b>	
<b><u>Facilities Administrator</u></b>	<b><u>Shirley Kapopoulos</u></b>	
<b><u>Director of Technology</u></b>	<b><u>Ellen Schuck</u></b>	
<b><u>Band Director</u></b>	<b><u>Jason Caron</u></b>	
<b><u>Food Services Director</u></b>	<b><u>Chris Perdue</u></b>	

**Adopted by the Hudson School Committee: May 1, 2010**

<p><u>KF-R</u></p> <p><u>COMMUNITY USE OF SCHOOL FACILITIES</u></p> <p><u>ADOPT MASC POLICY AND REVISIONS</u></p>	<p><u>HPS School Use Matrix KFAA-E1</u></p> <p><u>Event/ Organization</u></p> <table border="1" data-bbox="388 386 1045 1351"> <tr> <td><u>School sponsored event (HS sports, etc)</u> <u>Staff Professional Development</u></td> </tr> <tr> <td><u>Home &amp; School Orgs./ HEF/ Arts Alliance/ CSL</u></td> </tr> <tr> <td><u>CHAPs</u></td> </tr> <tr> <td><u>Town departments</u></td> </tr> <tr> <td><u>Federal, state and local government agencies</u></td> </tr> <tr> <td><u>Fed, State, Local Educational Professional Organizations (w/ Hudson sponsor)</u></td> </tr> <tr> <td><u>Fed, State, Local Educational Groups Professional Organizations (w/o Hudson sponsor)</u></td> </tr> <tr> <td><u>Partnership sports organization (Parks &amp; Rec, Hudson Youth Sports (soccer, base/softball, football/ cheerleading)</u></td> </tr> <tr> <td><u>Non-profit</u></td> </tr> <tr> <td><u>Private Individuals/ Profit Orgs. (inc. college classes)</u></td> </tr> <tr> <td><u>Significant benefactors to HPS (Intel)</u></td> </tr> <tr> <td><u>MIAA Events/ Championships</u></td> </tr> </table> <p><u>No Fee / Cost Added</u></p>	<u>School sponsored event (HS sports, etc)</u> <u>Staff Professional Development</u>	<u>Home &amp; School Orgs./ HEF/ Arts Alliance/ CSL</u>	<u>CHAPs</u>	<u>Town departments</u>	<u>Federal, state and local government agencies</u>	<u>Fed, State, Local Educational Professional Organizations (w/ Hudson sponsor)</u>	<u>Fed, State, Local Educational Groups Professional Organizations (w/o Hudson sponsor)</u>	<u>Partnership sports organization (Parks &amp; Rec, Hudson Youth Sports (soccer, base/softball, football/ cheerleading)</u>	<u>Non-profit</u>	<u>Private Individuals/ Profit Orgs. (inc. college classes)</u>	<u>Significant benefactors to HPS (Intel)</u>	<u>MIAA Events/ Championships</u>	<p>COMMUNITY USE OF SCHOOL FACILITIES</p> <p>The use of school buildings, grounds, equipment, and facilities will be authorized by the Superintendent in conformity with the following regulations, which have been approved by the School Committee.</p> <ol style="list-style-type: none"> <li>1. Requests for the use of school facilities will be made at the office of the Superintendent at least 14 days prior to the date of use.</li> <li>2. <u>School facilities may not be used for individual, private, or commercial purposes.</u> No individual, private, or non profit organizations should rent Hudson Public Schools facilities for private gain.</li> <li>3. Requests for the use of school facilities must be approved by <u>cleared with the building Principal or the Superintendent. or both, should the nature of the request so justify.</u></li> <li>4. <u>School-related groups will be permitted reasonable use of school facilities without charge.</u></li> <li>5. All activities must be under competent adult supervision approved by the Superintendent and the Principal of the building involved. In all cases, an assigned school <u>District administrator</u> employee will be present. The group using the facilities will be responsible for any damage to the building or equipment.</li> </ol>
<u>School sponsored event (HS sports, etc)</u> <u>Staff Professional Development</u>														
<u>Home &amp; School Orgs./ HEF/ Arts Alliance/ CSL</u>														
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<u>Significant benefactors to HPS (Intel)</u>														
<u>MIAA Events/ Championships</u>														

Modified Fee

Full Fee

Special Request, at the discretion of the Superintendent.

\*HS Computer Lab special permission required by Director of Technology

6. Groups receiving permission are restricted to the dates and hours approved and to the building area and facilities specified, unless requested changes are approved by the Superintendent.

7. Groups receiving permission are responsible at all times for the observance of fire and safety requirements.

8. Smoking within the building is not permitted. Permission for the possession and sale of alcoholic beverages may be granted to a nonprofit organization, which is properly licensed, only by the School Committee.

9. Proper liability insurance will be required of all groups given permission to use school facilities

#### Liability Insurance

The Town's Insurance Carrier, along with the Board of Selectmen, requires a liability policy in the amount of \$1,000,000.00 [one million dollars]. Any organizations, individuals, or groups outside town government requesting the use of Town of Hudson property for an approved purpose, must supply the Town of Hudson School Department with a Certificate of Insurance naming the Town of Hudson an additional insured. Submit the Certificate of Liability when the application has been approved along with the Certified Bank Check for Payment. A certificate of insurance must be on file with the Facilities Department two weeks after the event is approved or the event will be cancelled. All incidents involving personal injury, damage to, or loss of property or vandalism must be reported by the applicant within 24 hours to the Facilities Department.

		<p><b>10. The Committee will approve and periodically review a fee schedule for the use of school facilities.</b></p> <p><b>11. In situations where there is no cost factor to the school system, or in situations where a mutual exchange of facilities is possible between the school system and the organization, rates may be modified or <u>eliminated</u> waived by the Superintendent. In situations where extended usage for a long period of time is required, rates may be set at a contract price.</b></p> <p><b>12. The School Committee reserves the right to cancel any permission granted.</b></p> <p><b>SOURCE: MASC</b></p>
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# **Hudson Public Schools Community Use of School Facilities KF**

**Adopted: December 2018  
Rental Fees Effective: December 2018**

## Table of Contents

Rental Policy	1
Scheduling Priorities	2
Rental Rules and Regulations	2
Rental Hours	3
Rental Restrictions	3
Room Capacity/Parking Capacity	4
Permit Approval Process	5
Rental Fees Policy – Turf/Field/Piano	5
Administrative Fees – Cancellation	6
Support Services – Technology/Audio/Sound/Custodial	7
Support Services - Kitchens	7
Specific Area Requirements - Gymnasiums	8
Specific Area Requirements - Auditoriums	8
Specific Area Requirements - Classrooms	9
Other Rules, Regulations & Requirements	9
Accidents and Damage of Buildings and Equipment	10
Liability Insurance Requirements	10
Hazing	11
Rental Fee Schedule	12
Additional Fees	13
Building Contact Information	13

## **Rental Policy**

Under Commonwealth of Massachusetts General Laws, Chapter 71, Section 71, Section 71: "Use of school property; purposes: For the purpose of promoting the usefulness of public school property the school committee of any town may conduct such educational and recreational activities in or upon school property under its control, and, subject to such regulations as it may establish, and, consistently and without interference with the use of the premises for school purposes, shall allow the use thereof by individuals and associations for such educational, recreational, social, civic, philanthropic and like purposes as it deems for the interest of the community. The affiliation of any such association with a religious organization shall not disqualify such association from being allowed such a use for such a purpose. The use of such property as a place of assemblage for citizens to hear candidates for public office shall be considered a civic purpose within the meaning of this section. A school committee shall award concessions for food at any field under its control only to the highest responsible bidder."

Hourly fees may be changed at any time by the Superintendent, or designee, to reflect actual pay rates for Hudson Public School support staff as set by the School Committee under collective bargaining agreements, and to offset the rising cost of utilities and support services. The School Committee retains the right to empower the Superintendent or designee as its agent on matters relating to the day to day implementation of the regulations under this policy and any exemptions or separate contracts governed by this policy. The Superintendent or designee shall have the final decision in all scheduling, permit issuances, and interpretation of the Policy, unless otherwise directed by the School Committee.

**The following three groups of eligible users have been established:**

### **Group 1 – Hudson Public Schools and Town of Hudson**

Group I Rates will apply to the Hudson Recreation Department or Hudson Town Department's revenue generating programs. There will be no charge for Hudson Public School Department usage, publicly posted Town business (i.e. Town Meeting, Elections, etc.), or recognized parent groups (Home & School Associations, Booster Clubs, etc.).

### **Group 2 – Hudson Nonprofit Community Groups, Organizations, and Activities**

Group II Rates will apply to any adult and youth group, community, artistic, philanthropic, recreational activity sponsored by a nonprofit organization, whose office or official business address **is located is registered** in the town of Hudson.

### **Group 3 – All Other Groups, Organizations, and Activities**

Group III Rates will apply to all groups, organizations, and activities which do not meet the requirements of Group I or II, including individuals, private and commercial groups, societies, religious organizations, non-profits, political groups, and registered public charities.

## **Scheduling Priorities**

The use of public school facilities for school-related purposes will take precedence over all outside use. Scheduling priority will be given to groups in the following order:

Group 1 - Town Meeting and General Elections\*, Hudson Public Schools, including its Community Education Programs, Recognized Parent Organizations (Home & School Associations, Booster Club, etc.), and other school-related clubs and organization recognized by the School Committee, Hudson Recreation Department, and other Town government departments, boards, and committees. **These groups should submit their requests during the 1<sup>st</sup> week of school each new school year.**

Group 2 – Hudson Nonprofit organizations (whose office or official business address **is located is registered** in the Town of Hudson).

Group 3 - Hudson community groups, organizations, and activities. All other groups that comply with Hudson School Committee Policy.

\*Town Meeting and General Elections (local, state, federal) held in school buildings will take precedence over any other activities or events. Special and unforeseen Town Meetings or Elections may supersede (or “bump”) previously scheduled permitted events.

All authorized persons or organizations must comply with the following rules and regulations for use of school buildings in the Town of Hudson.

Hudson Public Schools reserves the right to make changes and/or additions to these rules and regulations if deemed appropriate for the safe use of the school buildings.

## **Rental Rules and Regulations**

- Approved Permits and Applications are required for all events, functions, and usage. The School Department reserves the right to consider all applications, reject and/or make necessary changes in the event of an emergency.
- Hudson Public Schools reserves the right to terminate any permit having given twelve (12) hours' notice. Should such termination take place, Hudson Public Schools shall not be held liable for any lost income, losses incurred, or otherwise any damages as a result of the termination.
- Hudson Public Schools has the right to stop any event going past its permitted time.
- Buildings will only be opened to authorized representatives of the organization.
- No school building will be rented to anyone under the age of 21 years old.
- No permit shall be granted for events which allow the selling, dispensing, or consuming of alcoholic beverages, or usage of controlled substances, tobacco products, etc. (see Hudson School Committee policy #ADC - Tobacco Products On School Premises Prohibited)
- **No permit shall be granted for events which conduct games of chance ( Casino Nights)**
- Renters who wish to hold raffles, silent auctions, bazaars, etc. must be in compliance with Massachusetts General Law Chapter 271, 7A: “Raffles and bazaars; conduct by certain organizations”. Please contact the Town Clerk for more **information on how to obtain a permit for their fundraiser.**
- Renting organizations are responsible for proper use of the facilities, supervision of activities, payment of damages, payment of police and fire services (when required), and are responsible for any and all



permits required for holding the event.

- It is the responsibility of the renter to provide appropriate levels of supervision of adults and minors for all events and programs. Adequate and responsible adults (ages 21+) shall be provided by the organization for all activities involving youth, and said supervision must be present throughout the length of the event.
- Entry into the facility will not be permitted until the responsible supervision is present, and at the conclusion, the supervisor must remain until the last attendee has safely left school property.
- If school is closed due to a Snow Day or other weather-related event, all activities and programs will be canceled **and rescheduled**.
- Special considerations by the School Department will be required for applications requesting occupancy beyond 11:00 p.m.
- Town or School Employee non-work related usage will be evaluated based upon purpose of the event or program. Employees are not allowed to “donate” time to the renting organization in order to circumvent this policy.
- A 30 minute interval will occur between all application/permit requests when renters are from different organizations.

## **Rental Hours**

Listed below are the available weekday hours for school year usage, excluding holidays, weekends and school vacations. Holiday, weekend and school vacation hours will be reviewed and approved based upon available staffing.

Hudson High School	69 Brigham Street	*5:00 p.m.	11:00 p.m.
David J. Quinn Middle School	201 Manning Street	*5:00 p.m.	11:00 p.m.
Carmela A. Farley Elementary School	119 Cottage Street	*5:00 p.m.	11:00 p.m.
Forest Avenue Elementary School	136 Forest Avenue	*5:00 p.m.	11:00 p.m.
Joseph L. Mulready Elementary School	306 Cox Street	*5:00 p.m.	11:00 p.m.

*\*Usage prior to 5 p.m. is at the discretion, and approval, of the Superintendent.*

**Limited usage is available in the summer months and is at the discretion, and approval, of the Superintendent.**

## **Rental Restrictions:**

- School facilities are not available for rental during the regularly scheduled school day.
- School facilities are not available for rental on Holidays and certain eves of Holidays as follows: New Year’s Eve and Day, Martin Luther King, Jr. Day, President’s Day, Good Friday, Easter Sunday, Patriot’s Day, Memorial Day, Independence Day, Labor Day, Rosh Hashanah, Yom Kippur, Columbus Day, Veterans’ Day, Thanksgiving Eve and Day, and Christmas Eve and Day. **Exceptions may apply to Hudson Recreation activities.**
- **School facilities are not available for rental as back up rain sites.**
- August requests are granted sparingly so that all schools can be cleaned and repaired for fall use. Exceptions are provided for: Hudson, Maynard Adult Learning Center, teacher training, workshops and/or meetings; and CHAPS, and Hudson Recreation programs.

\* The Superintendent may waive the above, if he/she deems the request to be an extraordinary event.

## **Room/Parking Capacities**

<b>Hudson High School</b>	
<b>Space</b>	<b>Capacity</b>
Auditorium	700
Cafeteria (tables with 6 chairs)	300
Intel Mini Theater	190
F101/G101 Conference Room – with chairs only	125
F101/G101 Conference Room – with tables	65
Gymnasium	800 seats in bleachers
Teachers Dining Room	20
Band Room	75
Chorus Room	75
Classroom	25
Library	30
Kitchen	contact Food Services at 978-567-6100
Parking Lot	School 333 / Riverside Park 185

<b>David J. Quinn Middle School</b>	
<b>Space</b>	<b>Capacity</b>
Cafetorium (30 tables with 8 chairs)	240
Cafetorium (chairs)	400
Gymnasium	75 seats in bleachers
Conference Room	12
Meeting Space (3 Pods)	80
Music Room	25
Art Room	25
Classroom	25
Library	25
Kitchen	contact Food Services at 978-567-6100
Parking Lot	137

<b>C.A. Farley Elementary School</b>	
<b>Space</b>	<b>Capacity</b>
Cafetorium	280
Gymnasium	400 seats in bleachers
Conference Room	12
Music Room	25
Art Room	25
Classroom	25
Library	25
Kitchen	contact Food Services at 978-567-6100
Parking Lot	116

<b>Forest Avenue Elementary School</b>	
<b>Space</b>	<b>Capacity</b>
Cafetorium	150
Gymnasium	standing room only
Conference Room	12
Music Room	25
Art Room	25
Classroom	25
Library	25
Kitchen	contact Food Services at 978-567-6100
Parking Lot	107

<b>Joseph L. Mulready Elementary School</b>	
<b>Space</b>	<b>Capacity</b>
Cafetorium	150
Gymnasium	standing room only
Conference Room	12
Music Room	25
Art Room	25
Classroom	25
Library	25
Kitchen	contact Food Services at 978-567-6100
Parking Lot	74

### **Permit Approval Process**

*Please see the Facilities webpage on the Hudson Public Schools' website for rental request instructions and updated permit approval processes.*

### **Rental Fees Policy**

Please see page 12 for current facilities rental charges.

Fees for use of Hudson Public School facilities are established by the Administration.

The minimum rental period is 2 (two) hours and rentals will be made and billed in full hour increments. Portions of hours will be rounded to the next full hour for billing purposes.

All building rentals for Groups 1, 2 and 3, require custodial oversight. The custodial fee may be waived for Group 1. The regular rate for per custodian, per hour is \$50.00. Overtime rates apply for custodial services outside of the custodians regularly scheduled work week. The number of custodians assigned is determined by the Administration based upon information provided on the approved application. Invoicing will reflect actual personnel hours worked to support the rental request. Billable

hours include time to open the building and all hours needed to clean and secure the building after the event. Invoicing for rental requests not requiring personnel support will be based on rental hours as requested on the application. In cases where a custodian stays beyond his/her custodial shift hours to clean the rented area and close the facility, only actual hour/s beyond the shift will be billed at the vacation weeks/weekend rate and the actual rental hours will be billed at the posted weekday rates. In the event that the renters use of the school requires additional custodial cleaning services, additional fees will be charged to the renter to cover the costs.

Events or Programs that go beyond the permitted leaving time, as provided on the application, will be charged \$50 for each quarter hour or portion thereof in addition to any applicable custodial support fees.

All groups/organizations categorized as Group 3 will be charged according to the current schedule. In some cases, multiple day usage requests may result in a rental agreement to be negotiated with the Administration.

The Superintendent or designee may waive selected fees when he/she determines that the request to be an extraordinary event. The Superintendent may also negotiate a lease arrangement for any extended use request.

### **Turf/Field Use**

School **turfs and** fields are the property of the Town of Hudson. Please contact the Hudson Recreation Department at 978-568-9642 for information regarding scheduling and rates.

### **Piano Fees:**

All Groups - \$50 per use. A piano tuning fee of \$120 may be charged if piano movement causes out of tune or if a renter requests a piano tuning prior to their event. See Specific Area Requirements for Auditorium usage for additional information.

### **Administrative Fees – Groups II and III:**

A \$25 administrative fee will be assessed to the applicant for each date and/or space that the renter adds, cancels or changes on an approved permit exclusive of weather related cancellations or school usage needs. This fee will not apply during the first seven (7) business days following approval of the application.

### **Cancellation of and Changes to Approved Permits**

A **written notice** requesting cancellation of, or changes to, an approved permit must be received at the Facilities Office no later than 9 a.m., per the table below. Email notification is acceptable. Applicant should call the office at 978-567-6104 for email information. It is the responsibility of the applicant to verify receipt of written or email notification by calling 978-567-6104. The \$25 administrative fee will be assessed for each date cancelled/changed. *Failure to provide or receive written notice using the timeline below will require **full payment** for all hours requested on the approved application.* This includes “no shows”.

Day To Be Changed/Cancelled - Written notice must be received by 9 a.m. on:

Saturday, Sunday, or Monday usage = Wednesday prior

Tuesday usage = Thursday prior

Wednesday usage = Friday prior

Thursday usage = Monday prior

Friday usage = Tuesday prior

## **Support Services**

### **Technology**

The Director of Technology will oversee all usage of technology in all Hudson Public Schools. A member of the Technology Department shall be present for the entire duration of a rental period as deemed necessary. The technology rate is \$75.00 Billable hours will include any time before or after the rental for setup and close out procedures.

### **Auditorium Light Board & Sound Systems**

A qualified member of the Hudson Public Schools' staff will be hired for all functions requesting usage of the light board and/or sound systems in the High School Auditorium. If pre-approved by Administration, and under the supervision of our staff, renters will be allowed to bring in their own operators provided they are qualified to operate the equipment. The light & sound rate is \$75.00.

### **Custodial**

- School custodian(s) must be on duty at all times when buildings are in use. Custodians shall not be asked to grant special privileges which are not specifically designated on the permit.
- Under no circumstances shall a custodian, either on regular duty or assigned for a specific program, be responsible for supervision of participants before, during, or after an activity.
- The responsibility of a regularly scheduled custodian will be limited to opening/closing the facility, maintaining secure entrances, and caring for bathroom facilities. A custodian on regular duty will not be available for service during the time of the rental, except in cases of emergency. The custodian rate is \$50.00 per hour.
- For events that require the services of a custodian, the number of custodians assigned shall be determined from the information provided by the organization on the application form.

### **Kitchens**

School kitchens are under the supervision of the Director of Food Services. Please contact the Director of Food Services at 978-567-6100 for information regarding scheduling and rates

## **Specific Area Requirements**

### **Gyms:**

- **Food and beverages are never permitted in gymnasiums.** Water is permitted. All renters are required to appoint a designee from their organization to insure enforcement of this regulation. Failure to assign appropriate coverage to insure enforcement of this regulation will result in denial of any future rental requests.
- Hardball sports **such as lacrosse, field hockey, baseball, softball, golf, etc.** are not permitted in gymnasiums, for the protection of walls, lighting fixtures, and floor surfaces.
- No tape may be added to the gymnasium floors or walls without the approval of the Director of Facility Services.
- Appropriate athletic footwear is required on gymnasium floors. Black soled shoes, cleats, certain “street or dress shoes” and spiked heels can damage the floor surfaces. Care should be taken to remove sand and grit from the soles of shoes to lessen damage to floor surfaces.

### **Auditoriums**

- **Food and beverages are not permitted in the auditoriums.** Water is the only beverage permitted in school auditoriums.
- All renters are required to appoint a designee from their organization to insure enforcement of this regulation. Failure to assign appropriate coverage to insure enforcement of this regulation will result in denial of any future rental requests.
- **No confetti, streamers, or other loose materials may be used in auditoriums.** All other decorations must be approved by Hudson Public Schools prior to usage.
- Usage of school equipment located in the auditorium, including piano usage, must be requested when completing the Application for Use of School Facilities.
- Usage of the High School Auditorium requires hiring of a qualified member of the Hudson Public Schools’ staff to oversee usage of the auditorium and any use of technology, or the light and/or sound boards.
- ***No tape may be applied to the auditorium stage floor without prior approval of the Director of Facilities.*** Only gaffer or spike tape is approved for usage on stage floors (no duct tape or painters tape allowed). It is the responsibility of the renter to remove any tape they have applied at the conclusion of their event. The cost to repair any damage to the stage floor by use of non-approved tape will be billed to the renter.

- Only console tape or sticky notes are approved for use on the audio or light board consoles.
- Organizations wishing to bring equipment into buildings must make arrangements with the Director of Facilities during the initial application. Equipment brought into schools must be removed immediately after the event. Hudson Public Schools are not responsible for any property left on premises, either after the completion of an event, or during the period of an extended rental of the facilities. Those groups bringing in equipment that require additional electrical services must have any and all wiring done by a licensed electrician. Hudson Public Schools reserves the right to have it's own electrical contractor examine or install any such equipment, at the cost of the organization, and, reserves the right to refuse an organization's privilege to use any equipment that it deems may pose an unnecessary distraction, health and safety hazard, or cause damage or loss to either, equipment and/or wiring must meet the current National Electric Code.
- Piano tunings are performed only by authorized dealers who maintain pianos for the Hudson Public Schools.

### **Classrooms**

- Renters are not allowed to rearrange classroom space for their usage. Only authorized Hudson Public School Custodial staff will move classroom materials, desks, chairs, etc. to a safe location within the rooms being rented and seal off the area.
- No costumes with glitter are allowed in any room at any time. Bobby pins are not permitted in classrooms that have carpeting.
- Food and make-up is only permitted in pre-approved/designated areas agreed upon by Hudson Public Schools.

### **Other Rules/Regulations/Requirements**

#### **Board of Health Regulations:**

Smoking and vaping are not permitted in any school building or on any school grounds, in accordance with MGL Chapter 71; Section 37H of the Education Reform Act of 1993.

If your event involves the distribution of, or sale of food, please contact the Hudson Health Department to determine if you need a food permit at 978-562-2020.

#### **Town Clerk Regulations**

A request for a permit must be submitted to the Hudson Town Clerk's Office in order to hold a raffle or bazaar according to MGL, Chapter 271:7a. A raffle is defined as an arrangement for raising money by the sale of tickets, certain among which, as determined by chance after the sale, entitle the holders to prizes." A bazaar is defined as "a place maintained by the sponsoring organization for disposal by means of chance or one or both of the following types of prizes: (1) merchandise, of any value, (2) cash awards, not to exceed \$250 dollars each. There is a permit fee charged at the time of application. Please call the Town Clerk's office for additional information at 978-568-9615.

### **Accidents and Damage to Building Spaces/Equipment:**

1. Decorations, posters, etc. will not be affixed to any part of a building unless specific approval is authorized on the permit. Said decorations must be affixed in such a way as to not cause permanent damage, alteration, or loss to the building.
2. The permit holder is responsible for the cost of repairs or replacement needed for damage occurring during his/her use including damage resulting from authorized or unauthorized usage of Hudson Public School equipment. Failure to pay will lead to denial of future permits for that individual or organization and may require the District to take legal action.
3. Any need to report issues (by classroom teacher, custodian, or otherwise), relating to the condition of the classrooms or rented spaces after a rental, will be sent to Administration and will then be forwarded to the Hudson Public School's Business Department and the Hudson Facilities Department to be reviewed.

### **Liability Insurance:**

The Town's insurance carrier, along with the Board of Selectmen, requires a liability policy in the amount of \$1,000,000.00 (one million dollars) minimum, naming the Town of Hudson – Hudson Public Schools as an additional insured. Any organizations, individuals, or groups outside town government requesting the use of Town of Hudson property for an approved purpose, must supply the Town of Hudson School Department with a Certificate of Insurance naming the Town of Hudson an additional insured. Submit the Certificate of Liability when the application has been approved along with the Certified Bank Check for Payment. A certificate of insurance must be on file with the Facilities Department two weeks after the event is approved or the event will be cancelled. All incidents involving personal injury, damage to, or loss of property or vandalism must be reported by the applicant within 24 hours to the Facilities Department.

The Renter/User agrees to take all necessary precautions to prevent injury to any persons or damage to property during the term of their Rental Agreement and shall indemnify, save, and hold harmless the Town of Hudson, the Hudson School Department, their employees and officers against all losses and expenses resulting in any way, from any negligent or willful act or omission on the part of the Renter, its agents, employees or attendees or resulting directly or indirectly from Renter's performance under the Agreement.

### **Hazing Laws:**

Under Commonwealth of Massachusetts General Laws Section 19 of Chapter 269 (see below) Hudson Public Schools is required to provide any group or organization using its schools or property with a copy of the law. It is your responsibility to distribute the law to each member of your organization and to collect acknowledgements of receipt of the law.

Chapter 269: CRIMES AGAINST PUBLIC PEACE



Section 17. Whoever is a principal organizer or participant in the crime of hazing, as defined herein, shall be punished by a fine of not more than three thousand dollars or by imprisonment in a house of correction for not more than one year, or both such fine and imprisonment.

The term "hazing" as used in this section and in sections eighteen and nineteen, shall mean any conduct or method of initiation into any student organization, whether on public or private property, which wilfully or recklessly endangers the physical or mental health of any student or other person. Such conduct shall include whipping, beating, branding, forced calisthenics, exposure to the weather, forced consumption of any food, liquor, beverage, drug or other substance, or any other brutal treatment or forced physical activity which is likely to adversely affect the physical health or safety of any such student or other person, or which subjects such student or other person to extreme mental stress, including extended deprivation of sleep or rest or extended isolation.

Notwithstanding any other provisions of this section to the contrary, consent shall not be available as a defense to any prosecution under this action.

Section 18. Whoever knows that another person is the victim of hazing as defined in section seventeen and is at the scene of such crime shall, to the extent that such person can do so without danger or peril to himself or others, report such crime to an appropriate law enforcement official as soon as reasonably practicable. Whoever fails to report such crime shall be punished by a fine of not more than one thousand dollars.

Section 19. Each institution of secondary education and each public and private institution of post-secondary education shall issue to every student group, student team or student organization which is part of such institution or is recognized by the institution or permitted by the institution to use its name or facilities or is known by the institution to exist as an unaffiliated student group, student team or student organization, a copy of this section and sections seventeen and eighteen; provided, however, that an institution's compliance with this section's requirements that an institution issue copies of this section and sections seventeen and eighteen to unaffiliated student groups, teams or organizations shall not constitute evidence of the institution's recognition or endorsement of said unaffiliated student groups, teams or organizations.

Each such group, team or organization shall distribute a copy of this section and sections seventeen and eighteen to each of its members, plebes, pledges or applicants for membership. It shall be the duty of each such group, team or organization, acting through its designated officer, to deliver annually, to the institution an attested acknowledgement stating that such group, team or organization has received a copy of this section and said sections seventeen and eighteen, that each of its members, plebes, pledges, or applicants has received a copy of sections seventeen and eighteen, and that such group, team or organization understands and agrees to comply with the provisions of this section and sections seventeen and eighteen.

Each institution of secondary education and each public or private institution of post-secondary education shall, at least annually, before or at the start of enrollment, deliver to each person who enrolls as a full time student in such institution a copy of this section and sections seventeen and eighteen.

Each institution of secondary education and each public or private institution of post-secondary education shall file, at least annually, a report with the board of higher education and in the case of secondary institutions, the board of education, certifying that such institution has complied with its responsibility to inform student groups, teams or organizations and to notify each full time student enrolled by it of the provisions of this section and sections seventeen and eighteen and also certifying that said institution has adopted a disciplinary policy with regard to the organizers and participants of hazing, and that such policy has been set forth with appropriate emphasis in the student handbook or similar means of communicating the institution's policies to its students. The board of higher education and, in the case of secondary

institutions, the board of education shall promulgate regulations governing the content and frequency of such reports, and shall forthwith report to the attorney general any such institution which fails to make such report.

**Rental Fee Schedule – Effective ??/??/????**

**All rentals shall be made and billed in full hour increments. MINIMUM RENTAL IS TWO HOURS.**

<b>Hudson High School</b>	<b>Group 1</b>	<b>Group 2</b>	<b>Group 3</b>
Auditorium	\$0.00	\$75/hour	\$150/hour
Cafeteria	\$0.00	\$15/hour	\$50/hour
Mini-Theater	\$0.00	\$50/hour	\$100/hour
Conference Room (F101/G101)	\$0.00	\$15/hour	\$50/hour
Gymnasium	\$0.00	\$15/hour	\$80/hour
Teachers' Dining Room	\$0.00	\$15/hour	\$25/hour
Band Room	\$0.00	\$15/hour	\$25/hour
Chorus Room	\$0.00	\$15/hour	\$25/hour
Classroom	\$0.00	\$15/hour	\$25/hour
Library	\$0.00	\$15/hour	\$30/hour
Kitchen	\$0.00	\$15/hour	\$75/hour
Parking Lot	\$0.00	\$15/hour	\$100/hour

<b>David J. Quinn Middle School</b>	<b>Group 1</b>	<b>Group 2</b>	<b>Group 3</b>
Gymnasium	\$0.00	\$15/hour	\$80/hour
Cafetorium	\$0.00	\$35/hour	\$65/hour
Conference Area (Pod)	\$0.00	\$15/hour	\$30/hour
Library	\$0.00	\$15/hour	\$30/hour
Classroom	\$0.00	\$15/hour	\$25/hour
Kitchen	\$0.00	\$15/hour	\$75/hour
Parking Lot	\$0.00	\$15/hour	\$80/hour

<b>Elementary School (Farley, Forest, Mulready)</b>	<b>Group 1</b>	<b>Group 2</b>	<b>Group 3</b>
Gymnasium	\$0.00	\$15/hour	\$80/hour
Cafetorium	\$0.00	\$35/hour	\$65/hour
Conference Room	\$0.00	\$15/hour	\$30/hour
Library	\$0.00	\$15/hour	\$30/hour
Classroom	\$0.00	\$15/hour	\$25/hour
Kitchen	\$0.00	\$15/hour	\$75/hour
Parking Lot	\$0.00	\$15/hour	\$50/hour

**Additional Fees**

**Note:** All Group 3 hourly rates and vacation week/weekend hourly rates for Groups 1 and 2 will be billed based on the total actual employee hours worked to support the event.

\*If a Monday through Friday rental requires custodial oversight during the event or if a custodian is required to open/close or clean up beyond the regularly scheduled shift, then vacation week/weekend rates will apply and will be billed based upon the actual number of custodial hours worked.

**Note:** In cases where a custodian is not required to support the event but stays beyond his/her custodial shift hours to clean or close the facility, only actual hour/s beyond the shift will be billed at the vacation rate.

**Contact Info:**

**Facilities Specialist (renting & billing)**

Denise Reid

978-567-6104

[dareid@hudson.k12.ma.us](mailto:dareid@hudson.k12.ma.us)

Hudson Public Schools

155 Apsley Street

Hudson, MA 01749

**Director of Facilities**

Leonard P. Belli

978-567-6104

[lbelli@hudson.k21.ma.us](mailto:lbelli@hudson.k21.ma.us)

155 Apsley Street

Hudson, MA 01749

**Director of Technology**

Ellen Schuck

978-567-6250

[eschuck@hudson.k12.ma.us](mailto:eschuck@hudson.k12.ma.us)

69 Brigham Street

Hudson, MA 01749

## COMMUNITY USE OF SCHOOL FACILITIES

It is the School Committee's desire that maximum use of school property be enjoyed by the townspeople. It is the Committee's intent that such use will maintain safe conditions and preserve the property for school program use.

Use of school buildings and other facilities by organizations will be permitted only when a worthy educational, civic, or charitable purpose will be served; or a substantial group of citizens from the community will be benefited.

School facilities will be used according to the regulations and rental fee schedules recommended by the Superintendent and approved by the School Committee.

Permission for the use of facilities must be obtained through the office of the Superintendent of Schools, where applications are available for this purpose.

### Eligibility

School facilities will be available for the following:

1. Public school activities
2. Parent-teacher activities
3. Official town public hearings and political activities
4. Meetings and activities sponsored by the School Committee and school personnel
5. Hudson Recreation activities
6. Local nonprofit and noncommercial organization activities
7. The activities of other organizations when approved by the Superintendent.

### School and Town Preference

The priority given requests for use of school facilities will be as follows:

1. School activities
2. Town meetings and elections over other community activities
3. Hudson Recreation activities

SOURCE: MASC

LEGAL REFS.: M.G.L. [71:71](#); [71:71B](#); [272:40A](#)

*Approved by the Hudson School Committee – January 8, 2019*

## COMMUNITY USE OF SCHOOL FACILITIES

The use of school buildings, grounds, equipment, and facilities will be authorized by the Superintendent in conformity with the following regulations, which have been approved by the School Committee.

1. Requests for the use of school facilities will be made at the office of the Superintendent at least 14 days prior to the date of use.
2. No individual, private, or non profit organizations should rent Hudson Public Schools facilities for private gain.
3. Requests for the use of school facilities must be approved by the Superintendent.
4. All activities must be under competent adult supervision approved by the Superintendent and the Principal of the building involved. In all cases, an assigned school employee will be present. The group using the facilities will be responsible for any damage to the building or equipment.
5. Groups receiving permission are restricted to the dates and hours approved and to the building area and facilities specified, unless requested changes are approved by the Superintendent.
6. Groups receiving permission are responsible at all times for the observance of fire and safety requirements.
7. Smoking within the building is not permitted.
8. Proper liability insurance will be required of all groups given permission to use school facilities.

### *Liability Insurance*

*The Town's Insurance Carrier, along with the Board of Selectmen, requires a liability policy in the amount of \$1,000,000.00 [one million dollars]. Any organizations, individuals, or groups outside town government requesting the use of Town of Hudson property for an approved purpose, must supply the Town of Hudson School Department with a Certificate of Insurance naming the Town of Hudson an additional insured. Submit the Certificate of Liability when the application has been approved along with the Certified Bank Check for Payment. A certificate of insurance must be on file with the Facilities Department two weeks after the event is approved or the event will be cancelled. All incidents involving personal injury, damage to, or loss of property or vandalism must be reported by the applicant within 24 hours to the Facilities Department.*

9. The Committee will approve and periodically review a fee schedule for the use of school facilities.
10. In situations where there is no cost factor to the school system, or in situations where a mutual exchange of facilities is possible between the school system and the organization, rates may be modified or waived by the Superintendent. In situations where extended usage for a long period of time is required, rates may be set at a contract price.
11. The School Committee reserves the right to cancel any permission granted.

SOURCE: MASC

*Approved by the Hudson School Committee – January 8, 2019*

PROPOSED

VI. Matters for Action

b) New Business

1. Approval of Contract with Denver Equipment Co/ of Charlotte, Inc. in the amount of \$18,322.20 for Steamer and Kettle Equipment at Farley Elementary School

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

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Funding Source: Local Budget

Account Number: \_\_\_\_\_

**Contract for Goods**

**Company Information**

Company Name: Denver Equipment Co. of Charlotte, Inc.

Address: 5922 Harris Technology Blvd.

Charlotte, NC 28269-3713

Social Security #/ Federal Tax Identification #: 56-1701773

**Terms of Contract:**

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

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

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

**Description of Items Purchased and Prices**

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

Refer to attached quote dated 11/2/18

◆ Convection Steamer, Gas, Boilerless	\$6,678.00
◆ Kettle, Gas, Countertop ST28 Equipment stand	10,144.20
◆ Uncrate & Setup	<u>1,500.00</u>
◆	<b>TOTAL</b>
	18,322.20

**Timeline for Shipping:**

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

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


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

2. Termination for Convenience: The Town may terminate this Agreement at any time for any reason, upon submitting to Contractor thirty (30) days prior written notice of its intention to terminate. Upon receipt of such notice, Contractor shall immediately cease to incur expenses pursuant to this Agreement unless otherwise directed in



the termination notice. Contractor shall promptly notify the Town of costs incurred to date of termination and the Town shall pay all such reasonable and supportable costs which payment shall not exceed the unpaid balance due on this Agreement.

Vendor:



Signature of Vendor

Date:

12-18-18

Hudson Public Schools

School Business Manager

Date:

Superintendent of Schools

Date:

Hudson School Committee

Date:

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

old  
contract  
            
obsolete

Funding Source: Local Budget

Account Number: 21-1462-02-5-036-1281-7400-5-5-99

Contract for Goods

Company Information

Company Name: Denver Equipment Co. of Charlotte, Inc.

Address: 5922 Harris Technology Blvd.

Charlotte, NC 28269-3713

Social Security #/ Federal Tax Identification #: 56-1701773

Terms of Contract:

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

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

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

Description of Items Purchased and Prices

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

Refer to attached quote dated 7/26/18

◆ Convection St4eamer, <u>Electric</u> , Boilerless	\$16,533.00
◆ Kettle, Electric, Countertop	5,671.34
◆ Uncrate & Setup	<u>400.00</u>
◆ TOTAL	\$22,604.34

Timeline for Shipping:

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

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

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

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the termination notice. Contractor shall promptly notify the Town of costs incurred to date of termination and the Town shall pay all such reasonable and supportable costs which payment shall not exceed the unpaid balance due on this Agreement.

Vendor:

*[Handwritten Signature]*

Signature of Vendor

Date: 8-16-18

Hudson Public Schools

*[Handwritten Signature]*  
School Business Manager

Date: 8/16/18

*[Handwritten Signature]*  
Superintendent of Schools

Date: 8.22.18

*[Handwritten Signature]*  
Hudson School Committee

Date: 8/21/18

VI. Matters for Action

b) New Business

2. Approval of the FY19 Hudson Cultural Council #3196 Renewal Grant in the amount of \$350.00

# GRANT ACCEPTANCE FORM

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

GRANT	Grant Information
<b>Description:</b>	<b>FY19 Hudson Cultural Council - #3196; Renewal Grant, by individual project.</b>
<b>Purpose:</b>	This specific FY19 reimbursement grant will be used to sponsor a portion of costs in presenting New Repertory Theatre's 'Mid-Summer's Night Dream' at Quinn Middle School.
<b>Type of Funder:</b>	Community Grant
<b>Awarded Amount:</b>	\$350.00
<b>Start Date</b>	3/01/2019
<b>End Date</b>	6/30/2019
<b>Status</b>	Active
<b>Grantor</b>	Hudson Cultural Council
<b>PROGRAM Admin</b>	Denise Reid for Caitlin Fahey / Brian Kubicek
<b>PROGRAM Notes:</b>	<p><b>Community Grant</b></p> <p><b>General Fund use:</b> We wish to bring the Classic Repertory Company's tour of A Midsummer Night's Dream performance and Question/Answer Session to the David J. Quinn Middle School.</p> <p><b>Grantor Name / Address:</b> Hudson Cultural Council Town of Hudson 78 Main Street Hudson, MA 01749</p> <p><b>Grantor Contact Name / Number / Email:</b> Cathleen Carlino: Co-Chair email: hudsonculturalcouncil@gmail.com Direct: 978-212-9706</p>
<b>Program Location:</b>	<b>Quinn Middle School</b>

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

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

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

AGENT	Awarding Agency	TYPE	GRANT YEAR / GRANT NAME	Brief Description of Award	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.	\$ 61,012.00
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.	\$ 726,965.00
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.	\$ 257,220.00
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 Farelly, 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
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

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

AGENT	Awarding Agency	TYPE	GRANT YEAR / GRANT NAME	Brief Description of Award	Grant Award
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
<b>TOTAL:</b>					<b>\$ 1,778,365.00</b>
<b>FY19 GIFTS TO HUDSON PUBLIC SCHOOLS</b>					
			<b>FY19 GIFTS TO HUDSON PUBLIC SCHOOLS</b>	<b>School</b>	<b>\$ Gift Amount</b>
Corporate	Sponsor	Corporate	Umass Memorial @ Marlborough Hospital	Farley Elementary - Event Sponsor	\$ 300.00
Corporate	Sponsor	Corporate	PTC - Needham	Hudson High School	\$ 10,000.00
<b>TOTAL:</b>					<b>\$ 10,300.00</b>
<b>FY19 GIFTS FOR HHS SCHOLARSHIPS</b>					
			<b>FY19 GIFTS FOR HHS SCHOLARSHIPS</b>	<b>HUDSON HIGH SCHOOLS</b>	<b>\$ Gift Amount</b>
<b>Total:</b>					<b>\$ -</b>
<b>Grant Total:</b>					<b>\$ 1,788,665.00</b>

VI. Matters for Action

b) New Business

3. Approval of Warrant Articles for May 2019 Town Meeting



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

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Warrant Articles for May, 2019 Town Meeting

1. To see if the Town will vote to establish and authorize the use of a revolving fund account, pursuant to the provisions of General Laws, Chapter 44, Section 53E ½, for the purpose of applying those fees received for Professional Development Activities to support the development of additional Professional Development Programs within the HPS. The Superintendent may expend funds deposited to this account to hire instructors, purchase instructional materials, reimburse travel and lodging costs, and other expenses as incurred in the development and operation of these programs. The sum of said funds to be expended shall not exceed Twenty-Five Thousand Dollars; or take any action relative thereto.
2. To see if the Town will vote to authorize the School Committee to enter into a five year contract for transportation services. The contract will be bid out in 2019. The bid will include a request for pricing for a three year contract for fiscal years 2020, 2021, and 2022 with two one year options to renew for the additional fiscal years 2023 and 2024.

Hudson School Committee