



HUDSON PUBLIC SCHOOLS
155 Apsley Street
Hudson, Massachusetts 01749
978.567.6100

HUDSON SCHOOL COMMITTEE MEETING

May 8, 2018

155 Apsley Street - Administration Building

7:00 p.m.

AGENDA

- I. **Call the Meeting to Order**
- II. **Minutes of the Following Meeting Presented for Approval:**
Regular Meeting: April 24, 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:**
 1. Report of the Superintendent
 2. Subcommittee Reports (if needed)
 3. Student Report (if any)
- V. **Matters for Discussion:**
 1. Assabet Valley Collaborative - Auburn
 2. Hudson High School Peru Crew Trip
 3. Food Service Contract
 4. Quinn Middle School – New Schedule 2018-2019 Parent Informational Sessions
 5. CHAPS Board Representative
 6. Budget Subcommittee Date
- VI. **Matters For Action:**
 1. Approval of Proposed Revisions and Adoption of School Committee Policy BBBE
Unexpired Term Fulfillment



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2. First Reading of Revisions of School Committee Policy *ACE Non-Discrimination on the Basis of Disability* and School Committee Policy *AC Non-Discrimination*
3. Approval of Grants Awarded
4. Approval of Revolving Account
5. Reclassifications of Funds (if needed)
6. Items of Interest to the School Committee

VII. Executive Session/Adjournment

To conduct contract negotiations with union personnel (Hudson Education Association, Hudson Paraeducators Association and Hudson Cafeteria Workers Association) whereas discussion in an open session may have a detrimental effect on the legal position of the Committee

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

Not Approved

**Hudson School Committee
Open Session Minutes**

Meeting Date: April 24, 2018

Location: Administration Building
155 Apsley Street

Members present: Michele Tousignant Dufour, Allyson Hay, George Luoto, Glenn Maston, Elizabeth Hallsworth, Steven Smith and Adam Tracy

Members absent: None

Others present: Dr. Marco C. Rodrigues, Superintendent
Julia M. Pisegna, Recording Secretary
Ben Carne, Student Representative

I. Call the Meeting to Order – 7:01 p.m.

The meeting was called to order by Committee Chair, Michele Tousignant Dufour.

Approval of Minutes:

Regular Meeting: April 10, 2018

A motion to approve the minutes of April 10, 2018 was made by Mr. Tracy and seconded by Mr. Smith. On a vote of 5-0-2, with Ms. Hay and Mr. Maston abstaining, the motion passed.

Public Participation:

Parents and students voiced their concerns over the reduction in personnel for next year.

Committee Chair, Michele Tousignant Dufour, thanked the students, parents and community members for sharing their thoughts and concerns.

Discussion ensued.

Committee Chair, Michele Tousignant Dufour, shared that the Committee and Dr. Rodrigues would schedule a public forum at a future date to further discuss these concerns.

Reports:

Report of the Superintendent

Dr. Rodrigues updated the Committee on the following:

Not Approved

The Massachusetts Association of School Superintendents was awarded a grant for 20,000 Euros by the Luso-American Development Foundation (FLAD) to pay for travel-related expenses for 10 superintendents to visit Lisbon, Portugal from April 11 to April 18, 2018.

The purpose of the trip was to provide Massachusetts public school Superintendents with an opportunity to deepen their knowledge and understanding of the Portuguese speaking communities in order to better serve the children of Portuguese descent in our public schools. The trip was also to explore potential partnerships with Portuguese organizations to develop student exchanges between Massachusetts public schools and schools in Portugal, as well as teacher exchanges.

Participants

Superintendents of school communities with high incidence to Portuguese speaking families were chosen to participate in the trip to Portugal.

Marco Rodrigues	Superintendent	Hudson Public Schools
James Adams	Superintendent	Ashland Public Schools
Todd Gazda	Superintendent	Ludlow Public Schools
Robert Dutch	Superintendent	Upper Cape Cod Regional Technical High School
Luis Lopes	Superintendent	Southeastern Regional Technical High School
Kathy Smith	Superintendent	Brockton Public School
Bonny Gifford	Superintendent	Dartmouth Public Schools
Robert Baldwin	Superintendent	Fairhaven Public Schools
Julie Hackett	Superintendent	Taunton Public Schools
Jay Lang	Superintendent	Chelmsford Public Schools
Thomas Scott	Executive Director	Mass Association of School Superintendents

Itinerary

FLAD contracted with Study in Portugal Network (SiPN) to host the Superintendents and to create an itinerary designed to provide maximum exposure to education, culture, and local organizations.

The participants experienced the following:

- Met with Professor Vasco Rato, FLAD President
- Met with Professor Michael Baum, Study in Portugal Network (SiPN) Director
- Met with Margaret Young, US Embassy Assistant Public Affairs Officer on Education Exchanges
- Visited to secondary level school Padre Antonio Vieira in Lisbon
- Visited to the Science Museum - Pavilhao de Conhecimento Centro Ciencia Viva

Not Approved

- Met with local Marine Biologist at a Setubal fish market
- Met with local Marine Biologist, founder of Ocean Alive
- Visited Ocean Alive initiative with a boat tour of the Sado Estuary
- Visited the historic city of Evora, a UNESCO World Heritage City
- Visited Monsaraz in the Alentejo Region
- Visited Estoril Hotel and Hospitality School – Turismo the Portugal
- Visited Estoril Higher Institute for Tourism and Hotel Studies
- Visited elementary level school Escola Francisco Arruda in Lisbon
- Met with Dr. Joao Costa, Portugal's Secretary of State for Education
- Visited the historic city of Sintra

Connections

The itinerary allowed for meeting with principals, teachers, support staff, marine biologists, scientists, fisherwomen, students, higher education, US Embassy personnel, and the Secretary of State for Education. The conversations were rich and provided a clear picture of the educational landscape in Portugal.

- Luso-American Development Foundation (FLAD)

FLAD is interested in expanding their reach to include opportunities for student exchange at the high school level. Potential areas for partnership and studies were discussed with FLAD President, Professor Vasco Rato.

- Study in Portugal Network (SiPN)

Discussions with SiPN's Leadership focused on potential areas for semester and summer programs, training, internships, and customized faculty-led programs.

- US Embassy

Discussions with Margaret Young, US Embassy Assistant Public Affairs Officer on Education Exchanges, were extremely helpful. Superintendents identified areas of challenge in regards to recruiting teachers of Portuguese through the J-1 Visa process. Recommendations were made and potential solutions identified in order for teacher recruitment to occur in a more expeditious manner.

Education in Portugal at a Glance

- Public education is centralized and administered at the national level
- National political arena is a challenge for sustainable educational practices
- High levels of bureaucracy interferes with school funding and daily operations
- Teachers are hired through a nationwide selection process
- Teacher placements are either permanent or on a 4-year rotation
- Teacher salary scale and seniority are unstable and not attractive to new teachers
- Teachers must have a Master's degree to acquire a teaching licensure

Not Approved

- Resource allocation is based on student enrollment
- All resources are allocated through the national government
- Cluster of schools comprises a “small school district” = 811 Clusters nationwide
- Class sizes range from 20 to 26 students
- Aging population – Portugal’s declining enrollment = 10,000 students per year
- Compulsory attendance: ages 6 through 18 (since 2015)
- Standardized assessments in grades 9, 11 and 12

Discussion ensued.

Student Report

Ben Carne, Student Representative, read the following statement to Committee members:

“ Hello, as many of you know, students have been expressing extreme concerns in relation to recent teacher layoffs. I am here to represent the student body and also voice my own concerns. The students are outraged by the decisions you as a committee and as superintendent have made. It's extremely sad to see the recent decline in student enrolment, but it's extremely frustrating to see nothing being done to combat this issue.

It may be necessary to layoff teachers, the number don't lie. But there is a difference between going at a problem with a scalpel and going at a problem with an axe. We feel you are jumping to soon with a major decision. After all, these teachers are the ones teaching the students in the classroom. Not once were the students asked their opinions on this decisions, not once were the students asked how they can help with population issues. WE feel we are voicing our concerns but you aren't listening. Tonight being a prime example. You as a committee and superintendent have a job to fulfil, definitely to keep the district in a healthy state, but also to represent the concerns of the community and the student body, that is what you were elected to do. Something must be done, these students are leaving pretty rapidly, the some that are staying aren't staying for certain administration personnel but are staying because of the relationships they develop with teachers. Now, this may seem like some angry parents and students but it is far from it. WE are concerned, and what makes us unique is our persistence, with the spotlight on the youth across the whole nation we are inspired to keep fighting. There must be another way, this cannot be the only option that you have. Administration is still being hired, yet, teachers are being let go. Now, let's step into the future, when you fix the problem of low enrolment, now we have to hire teachers back. Mathematically speaking that will cost the district more, not only is high cost attach, but mean while you are breaking strong relationships and are pushing strong teachers away. I am here demanding a change, I am here on behalf of the student body, I am not just representing my voice, but the entire community as a whole.”

Subcommittee Reports

Mr. Tracy shared that the Strategic Goals Subcommittee met to begin work on the School Committee goals and will present them to the full Committee at the scheduled School Committee meeting on May 22nd.

Matters for Discussion:

1. Financial Projection – 3rd Quarter:

Executive Director of Finance and Operations, Patty Lange, presented to the Committee the FY18 budget projections highlighting school choice, circuit breaker, and the Town appropriation, as well as a summary of FY18 budget savings by category for the general expense savings and transportation savings.

Committee Chair, Michele Tousignant Dufour, thanked Ms. Lange for the updated information.

Discussion ensued.

Matters for Action:

1. Approval of Revolving Account

Dr. Rodrigues responded to inquiries made by Mr. Luoto at the previous meeting regarding different options for the use of funds in this account, and explained that the best option would be to transfer these funds to a comparable account and recommended the student activities account for athletics.

Discussion ensued.

A motion to approve the transfer of the balance of the Driver's Ed Account in the amount of \$22,168.24 into the Student Activities Account, as presented, was made by Ms. Tousignant Dufour and seconded by Ms. Hallsworth. On a vote of 6-0-1, with Ms. Hay abstaining, the motion passed.

2. Approval of Proposed Adoption and Revisions of School Committee Policy Section 'B'

Dr. Rodrigues noted that School Policy BBBE *Unexpired Term Fulfillment* has been updated to reflect additional language relative to a resolution in the event of a tie vote.

Discussion ensued.

A motion to approve the adoptions and revisions to School Committee Policies Section 'B', with the exception of School Policy BBBE *Unexpired Term Fulfillment*, as presented, was made by Ms. Tousignant Dufour and seconded by Mr. Smith. On a vote of 7-0, the motion passed.

3. Second Reading and Approval of Proposed Adoption of School Committee Policy JFBB *School Choice Policy*

A motion to approve the adoption of School Committee Policy JFBB *School Choice*, as presented, was made by Ms. Tousignant Dufour and seconded by Mr. Tracy. On a vote of 7-0, the motion passed.

4. Approval of Proposed Revisions of School Committee Policy JFBA *Intradistrict Choice Policy*

A motion to approve the adoption of School Committee Policy JFBA *Intradistrict Choice*, as presented, was made by Ms. Tousignant Dufour and seconded by Mr. Smith. On a vote of 7-0, the motion passed.

5. Approval of Proposed Adoption of School Committee Policy ECABC *Security of School Buildings Policy*

A motion to approve the adoption to School Committee Policy ECABC *Security of School Buildings Policy*, as presented, was made by Ms. Tousignant Dufour and seconded by Ms. Smith. On a vote of 6-0-1, with Ms. Hay abstaining, the motion passed.

6. Approval of Proposed Adoption of School Committee Policy DD *Funding Proposals and Applications*

A motion to approve the adoption of School Committee Policy DD *Funding Proposals and Applications*, as presented, was made by Ms. Tousignant Dufour and seconded by Mr. Smith. On a vote of 6-0-1, with Ms. Hay abstaining, the motion passed.

7. Approval of Hudson High School Overnight Field Trip to Sao Tome in April, 2019

A motion to approve the Hudson High School overnight field trip to Sao Tome in April, 2019, with the correction of the travel date on the school documentation to reflect April, 2019, was made by Ms. Tousignant Dufour and seconded by Mr. Tracy. On a vote of 7-0, the motion passed.

Discussion ensued.

Dr. Rodrigues updated the Committee that the Hudson High School trip to Germany in April of 2019, which was previously approved by the School Committee, due to the Easter holiday, the travel dates have been changed to February of 2019.

8. Approval of Grants Awarded

Ms. Tousignant Dufour presented the following grants received for approval:

- FY18 River Community Grant in the amount of \$2,419.00

A motion to approve the grant awarded to the District, as presented, was made by Mr. Tracy and seconded by Mr. Maston. On a vote of 7-0, the motion passed.

- FY18 High Quality Instructional Summer Planning Grant in the amount of \$5,492.00

A motion to approve the grant awarded to the District, as presented, was made by Mr. Maston and seconded by Ms. Tousignant Dufour. On a vote of 7-0, the motion passed.

Reclassifications:

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

Items of Interest to the School Committee:

None.

Executive Session/Adjournment

At 8:10 p.m., Committee Chair, Michele Tousignant Dufour, noted that Executive Session was needed for the following reason:

1. To conduct contract negotiations with union personnel (Hudson Education Association, Hudson Paraeducators Association and Hudson Cafeteria Workers Association), whereas discussion in an open session may have a detrimental effect on the legal position of the Committee

A motion to enter into Executive Session was made by Ms. Tousignant Dufour and seconded by Ms. Hallsworth.

Vote by roll call:

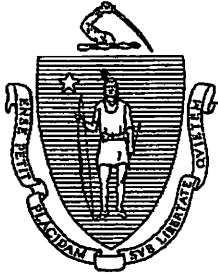
Ms. Tousignant Dufour – yes
Ms. Hay – yes
Mr. Luoto – yes
Mr. Maston – yes
Mr. Smith– yes
Ms. Hallsworth - yes
Mr. Tracy - yes

Not Approved

Committee Chair, Michele Tousignant Dufour, announced that the Committee would enter Executive Session and not return to public session.

Respectfully submitted,

Elizabeth Hallsworth, Secretary
Hudson School Committee



Massachusetts Department of Elementary and Secondary Education

75 Pleasant Street, Malden, Massachusetts 02148-4906

Telephone: (781) 338-3000
TTY: N.E.T. Relay 1-800-439-2370

Jeffrey C. Riley
Commissioner

April 12, 2018

Dr. Cathy Cummins, Executive Director
Assabet Valley Collaborative
28 Lord Road, Suite 130
Marlborough, MA 01752

Re: Assabet Valley Collaborative - Amended Articles of Agreement

Dear Dr. Cummins:

On behalf of the Board of Elementary and Secondary Education, I am happy to inform you that I have approved the amendment to the Assabet Valley Collaborative Articles of Agreement, as most recently amended on March 3, 2015, and as required by M.G.L. c. 40, § 4E, and 603 C.M.R. 50.00. This most recent amendment adds the school committee of Auburn as a member district.

Effective July 1, 2018, the membership of the Assabet Valley Collaborative will consist of the following member school committees: Assabet Valley Regional Vocational, Auburn, Berlin, Berlin-Boylston, Boylston, Hudson, Grafton, Marlborough, Maynard, Millbury, Nashoba Regional, Northborough, Northborough-Southborough, Shrewsbury, Southborough, and Westborough.

Please inform the Collaborative Board of Directors of this approval and request that they inform their member school committees. Please also assure your board of our continued support of your collaborative efforts to supplement and strengthen the programs of your member school committees.

Thank you for your assistance throughout this process. Should you have any questions, please contact Paulajo Gaines, Collaborative Coordinator, at 781-338-6540.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeffrey C. Riley".

Jeffrey C. Riley
Commissioner of Elementary and Secondary Education

c: Assabet Valley Collaborative file

Memo

To: School Committee
From: Patricia Lange 
CC: Dr. Marco Rodrigues
Date: 5/4/2018
Re: Food Service Management Procurement

An RFP process for the management of food services for the Hudson School District was conducted with proposals due on April 9, 2018. A total of six companies requested the RFP documentation. Three vendors attended the mandatory pre-proposal conference. Two of those submitted proposals: Chartwells and Café Services. Whitson's, the third vendor, did not submit a proposal. Chartwells is the recommended supplier.

The Evaluation Committee consisting of Kelly Haley, Cristy Morrison, and Patricia Lange, met to rank the vendors according to the criteria in the RFP.

Below is a simple chart summarizing all vendors' comparative ratings which shows that Chartwells is the most advantageous proposal.

Company	Highly Advan	Advantageous	Not Advan	Unacceptable	Total Criteria
Chartwells	8	1	0	2	11
Café Services	4	1	1	5	11

Two price proposals were requested. Option A consists of continuing with the hybrid model of vendor employees and Town employees, and as Town employees retire or leave, they may be replaced by vendor employees. Option B consists of all staff being employed by the vendor. Option B is more advantageous than Option A in both proposals, but only Chartwells showed a surplus in Option B.

Company	Management and Admin Fees	Surplus/(Loss) Projection Option A Hybrid Labor	Surplus/(Loss) Projection Option B Vendor Labor	Amount of Fee willing to risk if loss exceeds stated amount
Chartwells	\$60,000	(\$35,122)	\$4,474	\$10,000
Café Services	\$72,940	(\$59,585)	(\$53,335)	\$0

It is recommended that Hudson move forward with Chartwells, with Pricing Model B:

- Chartwells was the most advantageous proposal for the District. It is well-written, rating highly advantageous in 8 out of eleven categories, advantageous in 1 category, and unacceptable in 2 categories.
- Café Services was highly advantageous in 4 categories advantageous in 1 category, not advantageous in 1 category, and unacceptable in 5 categories, making it the least advantageous proposal for the District.
- Chartwells has a demonstrated track record of bringing several comparable districts into a profitable status, when they were operating in the red.
- The Chartwells proposal had a profitable return to the District in Pricing Option B. Café Services projected a loss to the District in both Pricing Options A and B.
- Chartwells has proposed an investment to the District in the amount of \$72,000 to improve our operations. Café Services did not include an investment in their price proposal.
- The reference checks for Chartwells found them to be a responsive company with very good customer service.

If you have any questions, please do not hesitate to contact me.

May 8, 2018 School Committee Meeting Food Service Recommendation

Participation Rate of 50% or Higher of Comparable Districts

School District	Enrollment	%F/R	Participation	Annual Revenue	Surplus/(Deficit)
Hudson Projection FY18	2,633	36%	40%	756,024.00	(110,000.00)
Ashburnham-Westminster	2,328	21%	52%	814,180.00	45,882.00
Swansea	2,068	31%	54%	800,677.00	45,479.00
Bourne	1,900	35%	63%	645,047.00	26,635.00
Fairhaven	2,229	40%	51%	860,000.00	70,000.00

% Districts Operating at Profit or Breakeven FY17

Region	Total # Districts	# Surplus	# Deficit	% Surplus
New England	77	50	27	65%
Massachusetts	42	25	17	60%
Connecticut	23	16	7	70%
New Hampshire	2	1	1	50%
Rhode Island	10	8	2	80%

<p>BBBE Unexpired Term Fulfillment</p> <p>Adopt MASC policy</p>	<p>No existing policy</p>	<p>When a vacancy on the School Committee occurs for any reason, the Board of Selectmen and the remaining members of the Committee share the responsibility for filling it.</p> <p>As provided in the law, the School Committee will notify the Selectmen that a vacancy has been created within 30 days after it has occurred. After one week's notice has been given by the Committee to the Selectmen, so that voters of the town may have the opportunity to state their candidacy, the two governing bodies will meet to fill the vacancy by roll call vote.</p> <p>For election to fill a vacancy, a candidate must receive a majority of the votes of the officers entitled to vote. The decision of how to determine a winner in case of a tie will be clearly stated before voting begins. The person so elected will fill the seat on the Committee until the next town election, at which time a member will be elected to serve the remainder of the term, if any.</p> <p>-</p>
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NON-DISCRIMINATION ON THE BASIS OF DISABILITY

Title II of the Americans with Disabilities Act of 1992 requires that no qualified individual with a disability shall, be excluded from participation in, or be denied the benefits of the services, programs, and activities of the District or be subject to discrimination. Nor shall the District exclude or otherwise deny services, programs, or activities to an individual because of the known disability of a person with whom the individual is known to have a relationship or association.

Section 504 of the Rehabilitation Act of 1973 provides that:

no otherwise qualified handicapped individual . . . shall, solely by reason of his/her handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

Therefore, it is a policy of the Hudson Public Schools that the provisions of Section 504 shall be implemented in all activities and procedures of the school system.

Definition: A "qualified individual with a disability" is an individual with a disability who, with or without reasonable modification to rules, policies, or practices, the removal of architectural, communication, or transportation barriers, or the provision of auxiliary aids and services, meets the essential eligibility requirements for the receipt of services or the participation in programs or activities provided by the District.

Reasonable Modification: The District shall make reasonable modification in policies, practices, or procedures when the modifications are necessary to avoid discrimination on the basis of disability, unless the District can demonstrate that making the modifications would fundamentally alter the nature of the service, program, or activity.

A request for an accommodation should be made in writing to the Section 504 or ADA Coordinator. Alternative means of filing a request will be made available if needed, such as large print or audiotape. Requests should include the name, address and telephone number of the individual requesting the accommodation, the location where the accommodation is required and why the accommodation is needed. For public meetings and hearings, the Section 504 or ADA Coordinator should be notified at least seventy-two (72) hours in advance.

For students, the Section 504 Coordinator will respond to such a request in accordance with the Hudson Public Schools' Section 504 Policies and Procedures or Special Education Policies and Procedures. For all other individuals, the Section 504 or ADA Coordinator will respond within two (2) school days of receipt of the request.

Communications: The District shall take the appropriate steps to ensure that communications with applicants, participants, and members of the public with disabilities are as effective as communications with others. To this end, the District shall furnish appropriate auxiliary aids and services where necessary to afford an individual with a disability an equal opportunity to participate in, and enjoy benefits of, a service, program, or activity conducted by the District. In determining what type of auxiliary aid or service is necessary, the District shall give primary consideration to the requests of the individuals with disabilities.

Auxiliary Aids and Services: "Auxiliary aids and services" includes (1) qualified interpreters on-site or through video remote interpreting (VRI), note takers, real-time computer-aided transcription services, written materials, exchange of written notes, telephone handset amplifiers, assistive listening devices, assisted listening systems, telephones compatible with hearing aids, closed caption decoders, open and closed captioning, including real time captioning, voice, text, and video-based telecommunications products and systems, including text telephones (TTYs), videophones, and captioned telephones, or equally effective telecommunications devices, videotext displays, accessible electronic and information technology; and other effective methods for making aurally delivered materials available to individuals with hearing impairments; (2) qualified readers, taped texts, audio recordings, Braille materials and displays, large print materials, screen reader software; magnification software, optical readers, secondary auditory programs (SAP), accessible electronic and information technology or other effective methods for making visually delivered materials available to individuals with visual impairments; (3) acquisition or modification of equipment or devices and (4) other similar services and actions.

Limits of Required Modification: The District is not required to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. Any decision that an action would fundamentally alter the service, program, or activity or unduly burden the District shall be made by the Superintendent after considering all resources available for use in funding and operating the program, service, or activity. A written statement of the reasons for reaching that conclusion shall accompany the decision.

Notice: The District shall make available to applicants, participants, beneficiaries, and other interested persons information regarding the provisions of Title II of the American with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act and their applicability, as the

School Committee and Superintendent find necessary to apprise such persons of the protections against discrimination assured them by the ADA and Section 504.

Compliance Coordinator: The District shall designate at least one employee to coordinate its efforts to comply with and carry out its responsibilities under Title II of ADA and Section 504, including any investigation of any complaint communicated to it alleging its noncompliance or alleging any actions that would be prohibited under ADA or Section 504. The District shall make available to all interested individuals the following coordinators:

Patricia Lange,
Title II - ADA Coordinator for the District
Hudson Public Schools
155 Apsley Street
Hudson, MA 01749
Telephone: 978-567-6100
E-Mail: plange@hudson.k12.ma.us

504 Coordinator
Hudson Public Schools
155 Apsley Street
Hudson, MA 01749
Telephone:
E-Mail:

The employees so designated shall adopt and publish procedures for the prompt and equitable resolution of complaints alleging any action that would be prohibited under the ADA or Section 504. The school system receives federal financial assistance and must comply with the above requirements. Additionally, the School Committee is of the general view that:

1. Discrimination against a qualified disabled person solely on the basis of disability is unfair; and
2. To the extent possible, qualified disabled persons should be in the mainstream of life in the school community. Accordingly, employees of the school system will comply with the above requirements of the law and policy statements of this Committee to ensure nondiscrimination on the basis of disability.

Website Accessibility

The Hudson Public Schools is committed to providing all users of their websites, including users with disabilities, with meaningful accessibility in this online environment. The Hudson Public Schools follow standards that are generally based on the standards used by the federal

government for technology accessibility for individuals with disabilities and web content accessibility guidelines developed by the World Wide Web Consortium (W3C). The Hudson Public Schools' websites are regularly tested and reviewed by users to verify that the websites are compliant with applicable standards.

If an individual needs assistance in accessing materials, such a request should be made to the ADA Coordinator.

SOURCE: MASC – 7/16

LEGAL REFS.: Rehabilitation Act of 1973, Section 504, as amended

Individuals with Disabilities Education Act

M.G.L. [71B:1](#) et seq. (Chapter 766 of the Acts of 1972)

Title II, Americans with Disabilities Act of 1992, as amended

603 CMR 28.00

CROSS REFS.: [IGB](#), Support Services Programs

Approved by the Hudson School Committee – January 9, 2018

NON-DISCRIMINATION ON THE BASIS OF DISABILITY

Title II of the Americans with Disabilities Act of 1992 requires that no qualified individual with a disability shall, ~~because the District's facilities are inaccessible to or unusable by individuals with disabilities,~~ be excluded from participation in, or be denied the benefits of the services, programs, and activities of the District or be subject to discrimination. Nor shall the District exclude or otherwise deny services, programs, or activities to an individual because of the known disability of a person with whom the individual is known to have a relationship or association.

Section 504 of the Rehabilitation Act of 1973 provides that:

no otherwise qualified handicapped individual . . . shall, solely by reason of his/her handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

Therefore, it is a policy of the Hudson Public Schools that the provisions of Section 504 shall be implemented in all activities and procedures of the school system.

Definition: A "qualified individual with a disability" is an individual with a disability who, with or without reasonable modification to rules, policies, or practices, the removal of architectural, communication, or transportation barriers, or the provision of auxiliary aids and services, meets the essential eligibility requirements for the receipt of services or the participation in programs or activities provided by the District.

Reasonable Modification: The District shall make reasonable modification in policies, practices, or procedures when the modifications are necessary to avoid discrimination on the basis of disability, unless the District can demonstrate that making the modifications would fundamentally alter the nature of the service, program, or activity.

A request for an accommodation should be made in writing to the Section 504 or ADA Coordinator. Alternative means of filing a request will be made available if needed, such as large print or audiotope. Requests should include the name, address and telephone number of the individual requesting the accommodation, the location where the accommodation is required

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and why the accommodation is needed. For public meetings and hearings, the Section 504 or ADA Coordinator should be notified at least seventy-two (72) hours in advance.

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For students, the Section 504 Coordinator will respond to such a request in accordance with the Hudson Public Schools' Section 504 Policies and Procedures or Special Education Policies and Procedures. For all other individuals, the Section 504 or ADA Coordinator will respond within two (2) school days of receipt of the request.

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Communications: The District shall take the appropriate steps to ensure that communications with applicants, participants, and members of the public with disabilities are as effective as communications with others. To this end, the District shall furnish appropriate auxiliary aids and services where necessary to afford an individual with a disability an equal opportunity to participate in, and enjoy benefits of, a service, program, or activity conducted by the District. In determining what type of auxiliary aid or service is necessary, the District shall give primary consideration to the requests of the individuals with disabilities.

Auxiliary Aids and Services: "Auxiliary aids and services" includes (1) qualified interpreters on-site or through video remote interpreting (VRI), note takers, real-time computer-aided transcription services, written materials, exchange of written notes, telephone handset amplifiers, assistive listening devices, assisted listening systems, telephones compatible with hearing aids, closed caption decoders, open and closed captioning, including real time captioning, voice, text, and video-based telecommunications products and systems, including text telephones (TTYs), videophones, and captioned telephones, or equally effective telecommunications devices, videotext displays, accessible electronic and information technology; and other effective methods for making aurally delivered materials available to individuals with hearing impairments; (2) qualified readers, taped texts, audio recordings, Braille materials and displays, large print materials, screen reader software, magnification software, optical readers, secondary auditory programs (SAP), accessible electronic and information technology or other effective methods for making visually delivered materials available to individuals with visual impairments; (3) acquisition or modification of equipment or devices and (4) other similar services and actions.

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Limits of Required Modification: The District is not required to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. Any decision that, in compliance with its responsibility to provide effective communication for individuals with disabilities, an action would fundamentally alter the service, program, or activity or unduly burden the District shall be made by the Superintendent School Committee after considering all resources available for

use in funding and operating the program, service, or activity. A written statement of the reasons for reaching that conclusion shall accompany the decision.

Notice: The District shall make available to applicants, participants, beneficiaries, and other interested persons information regarding the provisions of Title II of the American with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act and theirs applicability, ~~to the services, programs, or activities of the District. The information shall be made available in such a manner~~ as the School Committee and Superintendent find necessary to apprise such persons of the protections, against discrimination assured them by the ADA and Section 504.

Compliance Coordinator: The District shall designate at least one employee to coordinate its efforts to comply with and carry out its responsibilities under Title II of ADA and Section 504, including any investigation of any complaint communicated to it alleging its noncompliance or alleging any actions that would be prohibited under ADA or Section 504. The District shall make available to all interested individuals the following coordinators:

Patricia Lange,
Title II - ~~and~~ ADA Coordinator for the District
Hudson Public Schools
155 Apsley Street
Hudson, MA 01749
Telephone: 978-567-6100
E-Mail: plange@hudson.k12.ma.us

504 Coordinator
Hudson Public Schools
155 Apsley Street
Hudson, MA 01749
Telephone:
E-Mail:

~~The the~~ employees so designated ~~and~~ shall adopt and publish procedures for the prompt and equitable resolution of complaints alleging any action that would be prohibited under the ADA or Section 504. The school system receives federal financial assistance and must comply with the above requirements. Additionally, the School Committee is of the general view that:

1. Discrimination against a qualified disabled person solely on the basis of disability is unfair; and
2. To the extent possible, qualified disabled persons should be in the mainstream of life in the school community. Accordingly, employees of the school system will comply with the

above requirements of the law and policy statements of this Committee to ensure nondiscrimination on the basis of disability.

Website Accessibility

The Hudson Public Schools is committed to providing all users of their websites, including users with disabilities, with meaningful accessibility in this online environment. The Hudson Public Schools follow standards that are generally based on the standards used by the federal government for technology accessibility for individuals with disabilities and web content accessibility guidelines developed by the World Wide Web Consortium (W3C). The Hudson Public Schools' websites are regularly tested and reviewed by users to verify that the websites are compliant with applicable standards.

If an individual needs assistance in accessing materials, such a request should be made to the ADA Coordinator.

SOURCE: MASC – 7/16

LEGAL REFS.: Rehabilitation Act of 1973, Section 504, as amended

Individuals with Disabilities Education Act

Education for All Disabled Children Act of 1975

M.G.L. 71B:1 et seq. (Chapter 766 of the Acts of 1972)

Title II, Americans with Disabilities Act of 1992, as amended

603 CMR 28.00 Board of Education Chapter 766 Regulations, adopted 10/74, as amended through 3/28/78

CROSS REFS.: IGB, Support Services Programs

Approved by the Hudson School Committee – January 9, 2018

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NON-DISCRIMINATION POLICY AND GRIEVANCE PROCEDURE

The Hudson Public schools have the responsibility to overcome, insofar as possible, any barriers that prevent children from achieving their potential. The public school system will do its part. This commitment to the community is affirmed by the following statements that the School Committee intends to:

1. Promote the rights and responsibilities of all individuals as set forth in the State and Federal Constitutions, pertinent legislation, and applicable judicial interpretations.
2. Encourage positive experiences in human values for children, youth and adults, all of whom have differing personal and family characteristics and who come from various socioeconomic, racial and ethnic groups.
3. Work toward a more integrated society and to enlist the support of individuals as well as groups and agencies, both private and governmental, in such an effort.
4. Use all appropriate communication and action techniques to air and reduce the grievances of individuals and groups.
5. Carefully consider, in all the decisions made within the school system, the potential benefits or adverse consequences that those decisions might have on the human relations aspects of all segments of society.
6. Initiate a process of reviewing policies and practices of the school system in order to achieve to the greatest extent possible the objectives of this statement.

The Hudson Public Schools is committed to maintaining an educational environment where bigotry and intolerance, including discrimination and harassment, on the basis of race, color, national origin, sex, gender identity, sexual orientation, religion, disability, or age, are not tolerated. The Committee's policy of nondiscrimination will extend to students, staff, the general public, and individuals with whom it does business; No person shall be excluded from or discriminated against in admission to a public school of any town or in obtaining the advantages, privileges, and courses of study of such public school on account of race, color, sex, gender identity, religion, national origin, sexual orientation or disability. If someone has a complaint or feels that they have been discriminated against because of their race, color, sex, gender identity, religion, national

origin, sexual orientation, age, or disability, their complaint should be registered with the non-discrimination compliance officer.

SOURCE: MASC

UPDATED: June 2012

LEGAL REFS.: Title VI, Civil Rights Act of 1964

Title VII, Civil Rights Act of 1964, as amended by the Equal Employment Opportunity Act of 1972

Executive Order 11246, as amended by E.O. 11375

Equal Pay Act, as amended by the Education Amendments of 1972

Title IX, Education Amendments of 1972

Rehabilitation Act of 1973

Individual with Disabilities Education Act

Age Discrimination Act of 1975

M.G.L. [71B:1](#) et seq. (Chapter 766 of the Acts of 1972)

M.G.L. [76:5](#); Amended 1993

M.G.L.[76:16](#) (Chapter 622 of the Acts of 1971)

603CMR [26:00](#) Amended 2012

603CMR [28.00](#)

CROSS REFS.: [ACA- ACE](#), Subcategories for Nondiscrimination

[GBA](#), Equal Employment Opportunity

[JB](#), Equal Educational Opportunities

[JFABD](#), Homeless Students: Enrollment Rights and Services

Approved by Hudson School Committee – January 9, 2018

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origin, sexual orientation, age, or disability, their complaint should be registered with the non-discrimination Title IX-compliance officer.

SOURCE: MASC

UPDATED: June 2012

LEGAL REFS.: Title VI, Civil Rights Act of 1964

Title VII, Civil Rights Act of 1964, as amended by the Equal Employment Opportunity Act of 1972

Executive Order 11246, as amended by E.O. 11375

Equal Pay Act, as amended by the Education Amendments of 1972

Title IX, Education Amendments of 1972

Rehabilitation Act of 1973

Individual with Disabilities Education Act

Age Discrimination Act of 1975

Education for All Handicapped Children Act of 1975

M.G.L. 71B:1 et seq. (Chapter 766 of the Acts of 1972)

M.G.L. 76:5: Amended 1993

M.G.L. 76:16 (Chapter 622 of the Acts of 1971)

~~BESE regulations-603CMR 26:00~~ Amended 2012

~~BESE regulations-603CMR 28.00~~

CROSS REFS.: ACA- ACE, Subcategories for Nondiscrimination

GBA, Equal Employment Opportunity

JB, Equal Educational Opportunities

JFABD, Homeless Students: Enrollment Rights and Services

Approved by Hudson School Committee – January 9, 2018

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GRANT ACCEPTANCE FORM

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

GRANT	Grant Information
Description:	FY18 RIT PLTW Mini-Grant
Purpose:	This grant may be used only in support of the PLTW program and was based on the number of PLTW students who registered for RIT college credit between January and December 2017.
Type of Funder:	Private – Higher Education
Awarded Amount:	\$60.00
Start Date	4/25/2018
End Date	6/30/2018
Status	Active
Grantor	Rochester Institute of Technology
PROGRAM Admin	Ellen Schuck
PROGRAM Notes:	<p>Private Foundation Grant General Fund use: Must be used in support of supplies/materials for PLTW courses</p> <p>Grantor Name / Address: Rochester Institute of Technology PLTW 137 Lomb Memorial Drive Rochester, NY 14623-5604</p> <p>Grantor Contact Name / Number / Email: Deborah A. Cooper Email: dacpltw@rit.edu RIT: (585)475-4609</p>
Program Location:	Technology Instructional Budget (RC20)/HHS/2431

School Committee Date: _____

Vote: _____

GRANT ACCEPTANCE FORM

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

GRANT	Grant Information
Description:	FY18 MA DOE – Hurricane Evacuees PR or VI
Purpose:	This MA state grant has been awarded to offset MA school district costs for incoming Hurricane Evacuees from Puerto Rico or The Virgin Islands.
Type of Funder:	MA DOE
Awarded Amount:	\$ 8914.00 - distributed in two payments of \$4457 each
Start Date	4/26/2018
End Date	6/30/2019
Status	Active
Grantor	MA DOE
PROGRAM Admin	Superintendent Office
PROGRAM Notes:	<p>MA Department of Education To offset district expenses incurred by supporting our evacuee students from Puerto Rico.</p> <p>Grantor Name / Address: MA DOE 75 Pleasant Street Malden, MA 01248</p> <p>Grantor Contact Name / Number / Email: Robert F. O'Donnell, Director of School Finance Massachusetts Department of Elementary and Secondary Education 75 Pleasant Street, Malden, MA 02148 781-338-6512 rodonnell@doe.mass.edu www.doe.mass.edu</p>
Program Location:	Hudson District Schools

School Committee Date: _____

Vote: _____

GRANT ACCEPTANCE FORM

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

GRANT	Grant Information
Description:	FY19-391 SPED Inclusive Preschool Grant
Purpose:	This grant will partially fund two integrated preschool teachers for the 2018-2019 academic year.
Type of Funder:	MA EEC – Early Education and Care
Awarded Amount:	\$30,0000.00
Start Date	7/1/2018
End Date	6/30/2019
Status	Active
Grantor	Early Education and Care
PROGRAM Admin	Cathy Kilcoyne
PROGRAM Notes:	<p>Grantor Name / Address: The Department of Early Education and Care 51 Sleeper Street, 4th floor Boston, MA 02210</p> <p>Grantor Contact Name / Number / Email: EEC: Loida Marquez Email: loida.marquez@state.ma.us EEC: (617) 988-2443</p>
Program Location:	Hudson Preschool at FAR and MUL

School Committee Date: _____

Vote: _____

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:	Dell, Inc.
Purpose:	HPS 1:1 Technology Initiative
Date received:	5/2/2018
Type of Gift:	Corporate
Donation Amount:	\$6,580 (\$329 * 20)
Fiscal Admin:	Ellen K. Schuck
Gift Designation / Purpose:	This is not a monetary gift. It is a gift of hardware—Qty 20, Dell/EMC 3189, 2-in-1 Chromebooks.
School Designation:	Elementary program

School Committee Date: _____

Vote: _____

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:	Main Street Bank for Hudson High School Reality Fair Sponsorship
Purpose:	To support the Reality Fair and field trips for students in Career Pathways
Date received:	5/2/2018
Type of Gift:	Corporate Foundation
Donation Amount:	\$500.00
Fiscal Admin:	Brian Reagan – Kerry Bartlett, Career & School Counselor
Gift Designation / Purpose:	Gift to Hudson High School to support the Reality Fair and transportation expenses for Career Pathways field trips
School Designation:	HHS – Hudson High School

School Committee Date: _____

Vote: _____

School Committee Goals

Goal 1:

Achieve continuous improvement in the academic and social growth of all students

Goal 2:

Provide a safe and supporting environment for our students and staff

Goal 3:

Develop a financially stable and fiscally responsible budget that is responsive to the needs of the district

Goal 4:

Promote a collaborative relationship with the community and all stakeholders through effective communication and transparency

Goal 5:

Encourage progressive development and innovation in our professional practice at all levels within the district