

HUDSON SCHOOL COMMITTEE
September 10, 2019
155 Apsley Street – Administration Building
7:00 p.m.

AGENDA

I. Call to Order

II. Approval of Minutes

Regular Meeting: August 20, 2019

Buildings and Grounds Subcommittee: August 5, 2019

III. Public Participation:

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

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

IV. Reports and Presentations

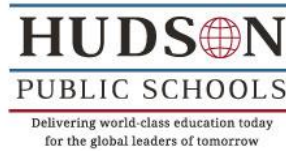
- a) Report of the Superintendent: School Opening
- b) Subcommittee Reports
 - Budget Subcommittee (if any)
 - Policy Subcommittee (if any)
 - Strategic Goals Subcommittee (if any)
 - Superintendent's Evaluation Subcommittee (if any)
- c) Student Presentation (if any)

V. Matters for Discussion:

- a) Old Business
- b) New Business
 - 1. Cherry Sheet Discussion
 - 2. Discussion on What's New in the Hudson Public Schools in 2019-2020

VI. Matters for Action:

- a) Old Business
 - 1. Petition to name the Hudson High School Library to honor former teacher Susan Menanson.
 - 2. Petition to name the Hudson High School Auditorium to honor former teacher Paul "Skip" Johnson



b) New Business

1. Approval of FY19 Budget Closure
2. Approval of Contract with IXL Learning in the amount of \$11,138.00 for site license for IXL Math grades 5-12 and IXL ELA grades 5-7
3. Approval to exclude the acceptance of Stop N Shop A+ School Rewards in the amount of \$734.38.
4. Approval of FY19-734 Early Literacy Grant in the amount of \$18,000.00
5. Approval Federal Home Loan Bank of Boston/ on behalf of Avidia Bank gift in the amount of \$1000.00 to the Hudson Adult Learning Center
6. Approval of The Thomas Hamilton Estate gift in the amount of \$1006.50 to Hudson High School
7. Reclassification of Funds

VII. Items of Interest to the School Committee

VIII. Executive Session

Not needed

IX. Adjournment

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

Approval of Minutes

Regular Meeting: September 10, 2019

Buildings and Grounds Subcommittee: August 5, 2019

**Hudson School Committee
Open Session Minutes**

Meeting Date: August 20, 2019

Location: 155 Aspley Street

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

Members absent: none

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

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

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

II. Approval of Minutes:

Regular Meeting: July 30, 2019

A motion to approve the minutes of July 30, 2019 was made by Ms. Tousignant Dufour and seconded by Mr. McDowell. On a vote of 6-0-1 with Ms. Ryan abstaining, the motion passed.

III. Public Participation:

None

IV. Reports and Presentations

Report of the Superintendent: School Readiness Report

Dr. Rodrigues gave the following updates to the Committee:

- Staff will return Monday August 26 and students return Tuesday August 27
- New equipment has been arriving and the buildings are looking good, and ready for students. Dr. Rodrigues commended the facilities and custodial staff for the hard work this summer.
- Hiring is still going on, and will continue, with some positions hard to fill. ABA therapists are particularly hard to find
- There is a new vendor for transportation and they had a good start with the summer routes. Bus routes will be published tomorrow. This company has a new method of creating routes and for the initial posting only the start time of the route will be posted. Work will continue with the bus company, and it is hoped that the times for

each stop can be posted during the second week of school. After the routes are posted, a School Messenger will be sent to alert parents that the routes are posted.

- Enrollment:
 - As of August 13 there are 2597 students enrolled. There have been 36 new students since last Tuesday. Registration has been busy in the month of August. Ms. Tousignant Dufour asked if new staff hires would be needed due to enrollment changes. Dr. Rodrigues stated that enrollment is being monitored very closely.
 - There are new traffic patterns at Hudson High School and Forest Avenue Elementary Schools. At the high school, the first lane is not available for drop off in order to leave the handicap parking spaces more accessible. At Forest Ave, the district partnered with Safe Routes to Schools last year. They observed our arrival and dismissal procedures. They recommended a new traffic pattern. The busses will now enter through the Forest Avenue entrance and exit the Woodrow Street entrance. Parent Drop off will be the opposite.
 - Discussion ensued about the signage and Chaps usage of the playground at Forest during arrival and dismissal.
- Schedules and Class assignments:
 - Elementary class assignments were sent home by mail last week.
 - Schedules for Quinn Middle School and Hudson High School students are online. As a result of feedback received at the parent forum, there were changes made in Aspen. All parents are encouraged to register and have access to Aspen. The district is working with parents to get them signed up. Discussion ensued about who manages the assistance needed for parents to access Aspen.
- There will be a two-day new employee orientation for about forty people joining the staff at the Hudson Public Schools.
- The Summer Leadership Institute was held last week. Thirty two people worked on leadership skills and teamwork. Additionally, the team put together the year 2 action steps of the District Improvement Plan. These steps will be presented at a future School Committee meeting.
- There will be General Assembly for all district employees on Monday August 26, 2019 at 8:30 a.m. at Hudson High School. Dr. Rodrigues invited School Committee members to attend.
- Dr. Rodrigues introduced Mr. Jeff Gaglione, new Principal at Quinn Middle School and Ms. Judy Merra, new Assistant Principal at Forest Avenue Elementary School.

Subcommittee Reports

Budget Subcommittee

none

Policy Subcommittee

There is a policy subcommittee meeting scheduled for Sept 10.

Strategic Goals Subcommittee

none

Superintendent's Evaluation Subcommittee

No report from this subcommittee. Mr. Maston reported that the State has released revised evaluation guidelines for superintendent evaluations. He is trying to schedule a workshop with the new MASC field representative to go over the changes.

Other:

Discussion ensued about the start of the terms of newly elected School Committee members and the timing of the Superintendent's evaluation.

Student Report

None

V. Matters for Discussion:

a) Old Business

1. Update of Calendar

During the review of the cycle rotation at the high school, a discrepancy in the exam dates was discovered. There was an adjustment made to the dates and there is no impact on anything else

2. Petition to name the Hudson High School Library to honor former teacher Susan Menanson.

3. Petition to name the Hudson High School Auditorium to honor former teacher Paul "Skip" Johnson

Mr. Maston stated that there was a report from buildings and grounds subcommittee, which documents the feedback heard from people who came to speak about both petitions. Logistics was also covered. The subcommittee voted unanimously to support to move these back to the full committee

Discussion ensued about the lasting impact these individuals had on many different segments, including students, parents, and colleagues.

Discussion ensued about the notes from subcommittee meetings to be included in the packet. Discussion ensued about the timing of the subcommittee meetings in the summer and how it affected the participation, and the need to make sure there is an opportunity for all to participate and give feedback.

Mr. Tracy asked if the subcommittee looked at qualifying criteria for the future. Discussion ensued about the need for a benchmark. Mr. Smith stated that this process followed the current policy. The policy will be reviewed in the policy subcommittee.

b) New Business

1. FY19 Q4 Student Activity Report

Dr. Rodrigues introduced the reconciliation of the FY19 Q4 Student Activity Report, which the town certified.

VI. **Matters for Action:**

a) Old Business

1. Approval of School Committee Member Assignments

Dr. Weksner agreed to serve on the Strategic Goals Subcommittee in the place of Mr. Maston.

Mr. Maston stated that they would like to have a School Committee Member on each of the School Improvement Councils. This would be a non-voting member. The following members volunteered:

- Hudson High School: Ms. Ryan
- Quinn Middle School: Mr. McDowell
- Farley Elementary School: Mr. Tracy
- Forest Avenue Elementary School : Dr. Weksner
- Mulready Elementary School: Mr. Maston

A motion to approve the 2019-2020 School Committee member assignments was made by Mr. Maston and seconded by Ms. Ryan. On a vote of 7-0, the motion passed.

New Business

1. Approval of Contract with Focused Schools in the amount of \$38,725.00 for Professional Development and Executive Coaching

A motion to approve the contract with Focused Schools in the amount of \$38,725.00 for Professional Development and Executive Coaching was made by Ms. Tousignant Dufour and seconded by Mr. Tracy. On a vote of 7-0, the motion passed.

2. Approval of Hudson High School Grade 9 Trip to Washington D.C. April 28, 2020- May 2, 2020

Dr. Rodrigues stated that this is a recurring field trip that happens each year.

Discussion ensued about the change from grade 8 to grade 9 a few years ago. Discussion ensued about chaperones and professional expectations for chaperones. A motion to approve the Hudson High Grade 9 Field Trip to Washington D.C. April 28, 2020- May 2, 2020 was made by Mr. Tracy and seconded by Ms. Tousignant Dufour. On a vote of 7-0, the motion passed.

3. Reclassification of Funds

A motion to approve reclassification of funds #1 was made by Mr. Smith and seconded by Mr. Tracy. On a vote of 7-0, the motion passed.

A motion to approve reclassification of funds #2 was made by Ms. Tousignant Dufour and seconded by Mr. Smith. On a vote of 7-0, the motion passed.

VII. Items of Interest to the School Committee

Ms. Ryan asked if there was an update in the air conditioning at Mulready Elementary School. Dr. Rodrigues stated he was not aware of any issues and that the installation will be a combination of internal personnel and vendor supplied personnel.

Mr. Smith asked when the committee would see FY19 year-end financials. Dr. Rodrigues stated that the certification from the town was received the previous Thursday. This will be presented at the September 10 meeting.

Ms. Tousignant Dufour asked about the day and time of agenda planning. Mr. Maston stated that all members are welcome and it currently happens on Wednesday at 4:30 p.m. the week prior to a School Committee meeting. Mr. Smith suggested that committee members give feedback on days and times if they are interested.

Ms. Tousignant Dufour asked about training for school councils. Dr. Rodrigues said this had been talked about last year but there is currently no new progress. .

Mr. Maston said the School Committee newsletter will be sent out now that summer is over. He asked that committee members choose a month to help.

VIII. Executive Session

At 7:56 p.m., Committee Chair Glenn Maston, noted that Executive session was not needed.

IX. Adjournment

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

Respectfully submitted,

Michele Tousignant Dufour, Secretary
Hudson School Committee

Hudson School Committee
Building and Grounds Subcommittee Minutes

Date: August 5, 2019
Location: 155 Apsley Street

The Buildings and Grounds subcommittee of the Hudson School Committee was called to order by Glenn Maston 6:34 p.m.

The following Committee members were present (list all members)

- ✓ Glenn Maston
- ✓ Steve Smith
- ___ Adam Tracy
- ___ Nina Ryan
- ___ Matthew McDowell
- ___ Michele Tousignant Dufour
- ✓ Rebecca Weksner

The following Committee member(s) were participating remotely (remote participation cannot be used to create a quorum):

The following Committee member(s) were absent:

Others present: ✓Marco Rodrigues
✓Annamarie O'Donnell

Minutes:

A motion to approve the minutes of the Building and Grounds Subcommittee was made by Mr. Smith and seconded by Dr. Weksner.

 3 members having voted in the affirmative
 members having voted in the negative
 members having abstained

The motion ✓ passed
 failed

Topics discussed and Motions (all votes must be by roll call), if any:

1.) Follow up on Susan Menanson petition

Mr. Maston stated that the first item for discussion was the follow up on the Susan Menason petition. He asked if there was anyone that wanted to speak.

Former colleagues, students, and parents of former students spoke about the progressive nature of her teaching, her way of understanding literature through performance, and how she inspired students to try things they didn't think they could do. It was also noted that she has left a book collection in her will to the library.

Discussion ensued about the lettering and installation costs. Dr. Rodrigues stated that the quotes received included installation but the district facilities' department could take care of the installation. Len Belli, HPS Facilities Director, will be checking with the town to see if any specific approval or clearance is needed.

Dr. Weksner asked about the process moving forward for additional requests. Discussion ensued.

2.) New petition for naming the Hudson High School Auditorium in honor of Paul "Skip" Johnson

Mr. Maston stated that the committee had received the petition and would begin hearing testimony.

Many individuals, including colleagues, students, community members, parents, and former school committee members spoke and highlighted the following:

- Skip treated everyone as a person of importance and gave them confidence to try.
- He made it a point to include everyone and made time for all to have the opportunity to participate.
- Skip changed the performing arts in Hudson for the better and took Project Bright from Grades 2-7.
- He layed the groundwork for an amazing theatre program at Hudson High School and Quinn Middle School and cultivated the expectation that theatre was just as important as any other program.
- He was involved in many other arts program regionally.
- He introduced many students to the arts.
- He created a family that went beyond the education learned. He built a community of people and connections.
- He was described as consistent and loving and would stand up for kids.
- He was a very respected teacher and staff member.
- His wife Lynne Johnson said that not every kid was a theatre kid but he worked with kids that may have been troubled and not theatre kids and he got those kids to perform. He managed to get every student what they needed. He volunteered at the Senior Center and taught PreK.

Mr. Maston thanked all for coming. Dr. Weksner stated that it was nice to get a sense of the person and how he used theatre as a vehicle to generate community. Mr. Smith thanked all and stated that the petition showed a far-reaching impact.

Mr. Maston outlined the process and stated that if the subcommittee supports the petition, it will go to the full school committee meeting for a vote. It will be presented to the full committee twice, the first meeting will be the presentation and the second meeting will be a vote.

He went on to say that the issue of merit has been covered and the logistics will need to be finalized. We will want to make sure the lettering fits with other lettering in the building. Discussion ensued about what the name would be.

Ms. Julianne Santos stated that there has been interest in accepting donations and wanted to know if they could start accepting. Ms. Lynne Johnson asked if there could also be a quote. Discussion ensued about an additional plaque in the auditorium. Mr. Smith asked if there would be a ceremony. Discussion ensued about the type of ceremony and the funding for the ceremony. Mr. Maston stated that there are no rules for the ceremony and it could be structured by the group.

Discussion ensued about moving forward to get a process for future requests. This includes policy revisions. The policy subcommittee will review the policy, make any modifications needed, and bring the revised policy to the full committee for a vote.

Discussion ensued on a vote to move both petitions to the full school committee, pending the answer to the clarification question with the town. The first read would be at the August 20, 2019 full committee meeting and the vote would be at the September 10, 2019 meeting.

A motion to move the petition to name the Hudson High School Auditorium in honor of Paul "Skip" Johnson, pending answer to the clarification from town, was made by Dr. Weksner and seconded by Mr. Smith. On a vote of 3-0, the motion passed.

A motion to move the petition to name the Hudson High School Library in honor of Susan Menanson pending answer to the clarification from town, was made by Mr. Smith and seconded by Dr. Weksner. On a vote of 3-0, the motion passed.

Motion to Adjourn

Move to adjourn the Buildings and Grounds Subcommittee. 7:34

The motion was made Dr. Weksner

The motion was seconded by Mr. Smith

 3 members having voted in the affirmative
 members having voted in the negative
 members having abstained

The motion ✓ passed
 failed

The

 Hudson School Committee

 ✓ Buildings and Grounds Subcommittee of the Hudson School Committee

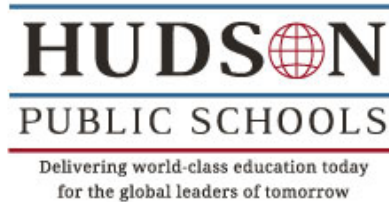
Adjourned at 7:42 p.m.

Respectfully submitted,

Glenn Maston

Report of the Superintendent

- School Opening



Report of the Superintendent

School Opening Report

September 10, 2019

Marco C. Rodrigues, Ed.D.

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



District Leadership

- Jason Medeiros – Principal, Hudson High School
- Jeff Gaglione – Principal, Quinn Middle School
- Judy Merra – Assistant Principal, Forest Ave Elementary School
- Sarah Worrest – Performing Arts Subject Matter Leader

88 Hires Completed

Teachers	21	Asst. Principal	01
Teachers (1 Yr)	05	Principal	02
LTS (30+ Days)	06	SLP	01
Nurses	01	Cable Access Spec.	01
Paraprofessionals	12	Permanent Building Subs	10
ABA Therapists	06	Summer	15
Sr. Accountant	01	Fall Coaches	03
Secretaries	03		

The District a two day New Staff Orientation event at the High School to welcome over 40 new members to the Hudson Team.



314 Changes/Transfers Completed

Transfers (Building & Positions)	28
Retirements	09
Resignations/Non-Renewals	37
Degree Reclassifications	30
Starred Steps	20
Longevity	190

By Grade Level*

*Student Enrollment as of 09.03.2019

School Name	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	SP	Total
Out of District/Hubert	30	0	0	0	1	0	2	4	5	5	3	6	4	8	9	77
Farley Elementary	13	79	78	86	85	84	0	0	0	0	0	0	0	0	0	425
Forest Ave Elementary	0	69	62	85	68	73	0	0	0	0	0	0	0	0	0	356
Mulready Elementary	12	47	56	44	48	52	0	0	0	0	0	0	0	0	0	260
Quinn Middle School	0	0	0	0	0	0	206	216	205	0	0	0	0	0	0	627
Hudson High School	0	0	0	0	0	0	0	0	0	219	194	162	144	184	0	903
Total	55	195	196	215	202	209	207	220	210	224	197	168	148	192	9	2648

SP = Special Population Ages 18 - 22

304 New Students Enrolled

Grade	# Students	Grade	# Students	Grade	# Students
K	194	5	11	8	11
1	10	6	16	9	16
2	10	7	6	10	6
3	11	Total	33	11	1
4	7			12	5
Total	232			Total	39

New Enrollments through 09.03.19

School Choice Enrollment

School Name	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
Farley Elementary	2	1	2		2									7
Forest Ave Elementary				1										1
Mulready Elementary		4		4	1									9
Quinn Middle School						5	4	9						18
Hudson High School									15	6	11	11	17	60
Total	2	5	2	5	3	5	4	9	15	6	11	11	17	95

Student Enrollment as of 09.03.2019

Districts of Origin:

Arlington, Ashby, Berlin, Bolton, Clinton, Fitchburg, Framingham, Marlborough, Maynard, Natick, Northborough, Shirley, Shrewsbury, Stow, Waltham, West Boylston, Worcester.

Student Transfers

Student Enrollment as of 09.03.2019

Assabet Valley Regional Technical High School								
Grade	FY13	FY14	FY15	FY16	FY17	FY18	FY19	FY20
9	48	41	44	49	53	62	54	46
10	45	47	44	42	58	53	62	54
11	42	41	45	43	41	58	53	62
12	29	40	39	39	42	37	58	53
Total	164	169	172	173	194	210	227	

AMSA Charter School								
Grade	FY13	FY14	FY15	FY16	FY17	FY18	FY19	FY19
6	14	12	13	14	21	19	25	16
7	13	14	13	13	17	27	19	25
8	12	12	15	13	12	16	27	19
9	11	6	12	13	24	8	16	27
10	7	11	7	12	15	9	8	16
11	11	6	11	6	6	14	9	8
12	5	3	6	11	5	9	14	9
Total	73	64	77	82	100	102	118	

The unofficial number of students who transferred to Assabet Valley Regional Vocational High School and to the Advanced Math and Science Academy in FY20 were 46 and 16 respectively. Official enrollment data will be certified by the Department of Elementary and Secondary Education in January 2020.

Elementary Class Sizes

School	Kindergarten				Grade 1				Grade 2				Grade 3				Grade 4			
Farley	20	20	20	19	20	20	19	19	22	22	21	21	22	21	21	21	21	21	21	21
Forest Ave	23	23	23		21	20	20		22	21	21	21	23	23	22		19	18	18	18
Mulready	24	23			19	19	19		22	22			16	16	16		18	17	17	
TOTAL	195				196				215				201				209			

Quinn Middle School Class Sizes

	GRADE				GRADE				GRADE				GRADE				Related Arts	Range
ELA	5	6	7	MATH	5	6	7	SCIENCE	5	6	7	SOCIAL STUDIES	5	6	7		Art	19-31
	17	17	16		15	18	13		17	18	17		17	19	16		Chorus	14-26
	17	17	18		17	18	16		19	19	18		18	19	17		Drama	17-25
	18	18	18		20	18	18		19	20	18		18	20	18		Music	10-28
	18	20	19		20	19	18		20	21	20		18	20	20		Band	13-26
	18	20	19		20	21	19		20	21	20		19	22	21		Portuguese	12-22
	20	20	19		21	22	21		21	22	20		22	22	21		Spanish	16-26
	20	21	19		21	22	21		21	23	21		22	23	21		STEM	16-24
	22	21	19		22	22	21		22	23	22		23	23	21		PE	21-31
	22	22	20		22	22	22		23	23	22		24	23	21			
	22	22	22		23	24	23		24	23	22		25	23	24			

Hudson High Class Sizes

Class Size	Qty
30	4
29	3
28	3
27	3
26	6
25	20
24	27
23	26
22	23
21	20
20	27
19	19
18	25
17	33

This year's High School master schedule also contains 30+ courses with an enrollment of 13 students or fewer. These are mainly elective courses, some small specialized classes and some AP courses.



School Supplies & Services

- Processed more than 627 supply requisitions and purchased orders before the first day of school.
- Processed payments in excess of \$ 1,230,696 in supplies, services, and building supplies to prepare for the opening of schools.
- Solicited and Prepared 35 procurement bids for supplies and services at \$ 694,953.



Technology Maintenance

- Updated district Chrome management and printing settings for students and devices.
- Converted the signing of the Student Handbooks, Student Photo Restriction Form and the HPS Protocol for District Issued Devices for electronic signatures through MySchoolBucks.com.
- Revised documentation for parents on how to access and sign the form on myschoolbucks.com.
- Inventoried, enrolled, and distributed approximately 460 Chromebooks (Grades 5, 7, and 9).



Technology Maintenance

- Inventoried, enrolled, and distributed 110 staff laptops
- Imaged approximately 1,000 classroom systems district wide
- Cleaned the filters on all classroom projectors
- Created all new staff technology accounts (10 accounts per staff member)
- Updated the operating system of all wireless access points – district wide
- Upgraded the firmware on various network components (switches and firewall)
- Installed new VOIP phone system at Administration Building
- Completed the 2016-2017 Civil Rights Report
- Completed installation of grade 3 Chromebooks and lockers
- Installed new signage system at Quinn Middle School
- Installed new Cafeteria computers



Aspen SIS

- Completed all State Reporting requirements (SIMS, SCS, EPIMS, and SSDR).
- Completed the end of year rollover process in Aspen.
- Completed the scheduling process for all schools using Aspen.
- Set Up the Graduation Requirements module for Hudson High.
- Created automatic reports for Hudson High.



Grants Awarded

FY 19

- Total grants awarded in FY19 \$2,505,171
 - 7 Federal Entitlement Grants and 1 Federal Competitive Grant
 - 2 Massachusetts Entitlement Grants and 9 Massachusetts Competitive Grant
 - 5 Grants from Private grantors, Foundations, and Corporations

FY 20 (To Date)

- Total grants awarded in FY20: \$1,276,707
 - 6 Federal Entitlement Grants
 - 2 Massachusetts Competitive Grants
 - 1 Grant from Private grantors, Foundations, and Corporations

Food Service

- Implemented Breakfast Cart for “Grab & Go” meal at Farley
- Replaced serving line registers and pin pads at each school
- Replaced cold well, stovetop and convection oven at Mulready
- Replaced warmer/proofer combo wireless tablet at Hudson High
- Replaced convection oven and warmer/proofer combo at Forest Ave
- Replaced warmer/proofer combo wireless tablet at Farley
- 124 Kindergarten lunches served on 8/27
- 133 Free/Reduced Applications received
- 708 letters sent to Directly Certified families
- District Free/Reduced Percentage – 38%





Transportation

- First Student Transportation

- Meet and Greet held on August 19th to introduce Hudson administrators and support staff to First Students team
- 12 Large School Buses, 5 Mini-Buses, 2 Mini-Vans
- 1,867 – Number of Students Eligible for Transportation

- Assabet Valley Collaborative

- 23 Mini-Vans for Out-of-District Placements (38 Students)
- 1 McKinney-Vento students needing transportation



Buildings and Grounds

Mulready:

- Completed new electric service
- Sized and procured new emergency generator
- Completed boiler replacement analysis

Farley:

- New fire alarm system
- Renovated room for special education services
- New acoustic ceiling and carpeting in K room for student
- Striped parking lot for new traffic patterns/ signage

Forest:

- Sized and procured new emergency generator
- Striped parking lot for new traffic patterns/ signage
- Renovated room for special education services

QMS:

- Renovated room for special education services
- Painted parking lot

HHS:

- Completed building façade analysis and remedy pricing for warrant consideration
- Completed boiler replacement analysis for late spring start
- Created new SPED space in 8th grade area

General:

- Painted 41 classrooms District wide
- Painted all door trim and stairwells QMS and Farley, stage floors Forest & QMS



School Safety Protocols

- All schools have completed Fire Drills
- ALICE Training
 - Hudson High School and Quinn Middle School
 - Staff training to be completed by mid-October
 - Student safety drill scheduled for mid-October
 - Elementary Schools
 - ALICE Staff training to be completed by mid-October
 - *I'm Not Scared, I'm Prepared* book will be used with students in October



Summer Leadership Institute:

“Who we are is how we lead”

Brene Brown

Main Features:

- District Improvement Plan – Action Steps for 2019-2020
- Cycle of Inquiry Process
- Multi-Tiered System of Supports Framework (MTSS)
- District Leadership Team Communication Plan
- Leadership Team Building
- Housekeeping Items



General Assembly

**“We are the guardians of spaces that
allow students to breathe, be
curious, and to explore”**

Brene Brown



Communication

- Creating Connections – Weekly Publications
- Parent Forum:
 - Location: Hudson High School – Room F101 - 6:00 to 8:00 pm**
 - Dates: October 15, December 10, February 11, April 14**
- Staff Listening Session at each school:
 - October, December, March and May**

Matters for Discussion

New Business

1. Cherry Sheet Discussion

FY2020 Preliminary Cherry Sheet Estimates

Hudson

PROGRAM	FY2019 Cherry Sheet Estimate	FY2020 Governor's Budget Proposal	FY2020 House Budget Proposal	FY2020 Senate Budget Proposal	FY2020 Conference Committee
Education Receipts:					
Chapter 70	11,940,707	11,993,866	12,020,446	12,020,446	12,020,446
School Transportation	0	0	0	0	0
Charter Tuition Reimbursement	408,073	266,473	287,442	204,911	246,626
Smart Growth School Reimbursement	0	0	0	0	0
Offset Receipts:					
School Choice Receiving Tuition	760,562	625,782	625,782	625,782	653,930
Sub-Total, All Education Items:	13,109,342	12,886,121	12,933,670	12,851,139	12,921,002
General Government:					
Unrestricted Gen Gov't Aid	2,061,821	2,117,490	2,117,490	2,117,490	2,117,490
Local Share of Racing Taxes	0	0	0	0	0
Regional Public Libraries	0	0	0	0	0
Urban Revitalization	0	0	0	0	0
Veterans Benefits	43,591	41,818	41,818	41,818	41,818
Exemp: VBS and Elderly	84,422	87,493	87,493	87,493	87,493
State Owned Land	46,033	50,321	50,321	53,010	52,650
Offset Receipts:					
Public Libraries	29,263	29,664	30,416	30,554	30,482
Sub-Total, All General Government:	2,265,130	2,326,786	2,327,538	2,330,365	2,329,933
Total Estimated Reciepts:	15,374,472	15,212,907	15,261,208	15,181,504	15,250,935

PROGRAM	FY2019 Cherry Sheet Estimate	FY2020 Governor's Budget Proposal	FY2020 House Budget Proposal	FY2020 Senate Budget Proposal	FY2020 Conference Committee
County Assessments:					
County Tax	0	0	0	0	0
Suffolk County Retirement	0	0	0	0	0
Essex County Reg Comm Center	0	0	0	0	0
Sub-Total, County Assessments:	0	0	0	0	0
State Assessments and Charges:					
Retired Employees Health Insurance	0	0	0	0	0
Retired Teachers Health Insurance	1,206,320	1,473,735	1,473,735	1,473,735	1,473,735
Mosquito Control Projects	41,053	44,421	44,421	44,421	44,421
Air Pollution Districts	5,919	6,040	6,040	6,040	6,040
Metropolitan Area Planning Council	10,349	10,637	10,637	10,637	10,637
Old Colony Planning Council	0	0	0	0	0
RMV Non-Renewal Surcharge	21,620	21,620	27,400	27,400	27,400
Sub-Total, State Assessments:	1,285,261	1,556,453	1,562,233	1,562,233	1,562,233
Transportation Authorities:					
MBTA	0	0	0	0	0
Boston Metro. Transit District	0	0	0	0	0
Regional Transit	0	53,204	53,204	53,204	53,204
Sub-Total, Transp Authorities:	0	53,204	53,204	53,204	53,204
Annual Charges Against Receipts:					
Multi-Year Repayment Program	0	0	0	0	0
Special Education	6,729	17,349	17,349	17,349	17,349
STRAP Repayments	0	0	0	0	0
Sub-Total, Annual Charges:	6,729	17,349	17,349	17,349	17,349
Tuition Assessments:					
School Choice Sending Tuition	133,457	125,061	125,061	125,061	148,881
Charter School Sending Tuition	2,230,153	2,124,220	2,165,073	2,160,618	2,160,213
Sub-Total, Tuition Assessments:	2,363,610	2,249,281	2,290,134	2,285,679	2,309,094
Total All Estimated Charges:	3,655,600	3,876,287	3,922,920	3,918,465	3,941,880

Matters for Discussion
New Business

2. Discussion on What's New in the Hudson Public Schools 2019-2020

What's New in the Hudson Public Schools in 2019-2020

"DELIVERING WORLD-CLASS EDUCATION TODAY FOR THE
GLOBAL LEADERS OF TOMORROW"

Marco C. Rodrigues, Ed.D.
REPORT OF THE SUPERINTENDENT
SEPTEMBER 10, 2019

New Programs	
Program	Description
HARBOR Program at Hudson High School	<p>The District reallocated resources to create a special education program for students in grades 8-12 with social emotional disabilities.</p> <p>Students who fit this profile require specially designed instruction and counseling. The program is staffed with a special education teacher, a clinician, and one Paraeducator. In addition, four core content teachers support the students in the program one period per day.</p>
PACE (Providing an Alternative, Caring Environment) Program at Quinn Middle School	<p>The District reallocated resources to create a special education program for students in grades 5-7 with social emotional disabilities.</p> <p>Students who fit this profile require specially designed instruction and counseling. The program is staffed with a special education teacher, a clinician, and two paraeducators.</p>
Partnership with Wayside MetroWest Community Services	<p>Through a DESE competitive grant, the District has been able to partner with Wayside to provide services in our schools. Wayside has 2 clinicians working in our 5 schools. One clinician works with the 3 elementary schools (2 days Farley, 2 days Forest and 1 day Mulready) and the other clinician works 2.5 days at QMS and 2.5 days at HHS.</p> <p>The clinicians' scope of work includes attending IEP Team meetings, Principal Advisory Council, facilitating groups such as morning entry meetings, anger management, self-regulation, individual counseling, consultation with teachers, student observations, parent support and training, identifying resources for families and students and more.</p>
New Courses and Pathways	
Courses and Pathways	Description
Hudson High School College and Career Pathways	<p>The District has developed six College and Career Pathways designed to guide parents' and students' view of high impact educational experiences. These pathways are composed of course of studies designed to enrich student's educational and experiential learning process and provide opportunities for internships and service learning projects.</p> <p>Pathways:</p> <ul style="list-style-type: none"> • Biomedical • Education and Care • Engineering • Video Production • Portuguese Interpreter and Translator • Public Service

Hudson High School New Courses	<ul style="list-style-type: none"> • AP Physics C • Human Body Systems (Biomedical Pathway) • Intermediate Algebra • Advanced Fashion Design • Medical Interpreters II
Seal of Biliteracy	The State Seal of Biliteracy is an award provided by state approved districts that recognizes high school graduates who attain high functional and academic levels of proficiency in English and a foreign language in recognition of having studied and attained proficiency in two or more languages by high school graduation. The State Seal of Biliteracy takes the form of a seal that appears on the transcript or diploma of the graduating senior and is a statement of accomplishment for future employers and for college admissions.
Elementary Schools - New STEM Areas	<p>Our elementary schools will continue to implement PLTW Launch units specifically focused on engaging students in the engineering design process. These PLTW units are part of a hybrid elementary science program that includes both commercial and homegrown units that engage students in investigating, creating and connecting with their communities.</p> <p>In grade 1, students will design a sun shield for a playground, in grade 2, students will design an erosion control device to protect the soil, and in grade 4, students will design a restraint system to protect a passenger during a car crash.</p>
New Structures and Services	
Structures and Services	Description
District Improvement Plan Action Steps	<p>The District will continue the implementation of the District Improvement Plan which contains priorities and action steps for the 2019-2020 school year that relate to the four strategic objectives:</p> <ol style="list-style-type: none"> 1. High Quality Instructional Practices 2. Educating the Whole Child 3. Innovative Educational Practices 4. Climate and Culture
1:1 Technology Program expanded to Grade 3	The 1:1 Technology Program is expanding to grade 3 this year. The District is now entering the third and final year of the implementation phase. This year, students in grades 3 through 12 are assigned a Chromebook for the year.

Electronic Student Handbooks	To enhance the features of a 1:1 Technology status, the District is making the Student Handbook, for each school, available electronically via the parent portal. Families can access the electronic handbooks through MySchoolBucks.com account, including the electronic signature page. Schools will provide a paper version of the handbook for any parents/guardians who make request.
New District Website	The District's new website is in the final stages of construction. The launch date will be determined soon. The new website has been designed to meet the needs of the Hudson school community.
Permanent day-to-day Substitute Teachers	The District, through budget reallocation, has hired 10 permanent day-to-day substitute teachers to support our schools on a daily basis. These substitute teachers will report to their designated buildings daily and may support another building on occasions of critical need.
Chromebook for Paraprofessionals	All paraprofessionals assigned to classes with students from grade 3 through 12 will receive a Chromebook to assist students with assignments and projects.
Speech and Language Pathologist	A review of the student service delivery in speech indicated the need for additional speech services. The FY20 budget reflected an additional SLP for the 2019-2020 school year.
Edmentum – On-line support for the Harbor Program and for Credit Recovery	<p>Edmentum provides online courses with flexible implementation options. Whether students are at grade level, falling behind, or advanced, the courses are customizable to any environment. Teachers have instant visibility to student pacing and progress. Teachers have control to restructure content and even add their own custom content to create customized courses and assignments. There are more than 100 elective courses and 100 core content courses to choose from.</p> <p>Exact Path (Adaptive instruction)</p> <ul style="list-style-type: none"> • Valid measures of growth and progress • Evidence-based diagnostic assessments • Individualized learning paths with high-quality curriculum • Time-saving standards-aligned teacher tools <p>Courseware (Credit Recovery)</p> <ul style="list-style-type: none"> • Easy to use and customize • Aligned to state and national standards • Research-based instructional design • Unmatched visibility into pacing and progress monitoring

Language-Based Services at Quinn Middle School	Language-Based services are expanding to grades 5 through 7 to meet the needs of students in middle school. Students with difficulty processing and expressing oral and written language require specific strategies and supports, providing multiple modalities for learning, models, opportunities for success, automatization of learning and involving the student in the learning process. Landmark Consulting provides consultation services to our language-based services.
Emergency Generators for Mulready and Forest Ave schools	The buildings and grounds department is processing procurement documents to purchase and install emergency generators for Mulready and Forest Ave schools. These two building do not have generators to power the buildings during an emergency situation.

Matters for Action

Old Business

1. Petition to name the Hudson High School Library to honor former teacher Susan Menanson

Matters for Action

Old Business

2. Petition to name the Hudson High School Auditorium to honor former teacher Paul “Skip” Johnson

Central Administration Building
155 Apsley Street
Hudson, MA 01749

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

Report of the Buildings and Grounds subcommittee to the
Hudson School committee
For meeting [on August 20, 2019](#)

The Buildings and Grounds subcommittee was convened to review the petitions received to rename the library at Hudson High School for former English teacher Susan Menanson, and to rename the auditorium at Hudson High School for former music and drama teacher Paul Johnson. The two petitions were supported by a combined total of over 2,500 signatures, collected both online and in person. The subcommittee members are Rebecca Weksner, Steve Smith, and Glenn Maston. The subcommittee held two public meetings, on July 16 and August 5. These meetings were well attended, with a total of 25 people coming to provide personal testimony on behalf of the honorees at the two meetings.

For Susan Menanson, the provided Biographic statement described her professional career that led to her teaching at Hudson High school for 25 years. The personal testimony provided much more detailed description of Ms. Menanson's love of reading, and especially Shakespeare, and of her ability to inspire a love of books in all her students and colleagues. She supported the performing arts and worked closely with Paul Johnson to support the HHS theater program. It was described how she served as a class advisor and attended sporting events and earned a 'superfan' award. In summary, all the evidence provided indicates that Susan Menanson was a teacher who had a broad and enduring impact on the Hudson High school community. The subcommittee discussed logistics with the petition supporters, and it was made clear that they would be able to provide funding for the requested lettering. The proposal is to have lettering on the outside of the library next to the entrance that reads "Susan Menanson Memorial Library", and a plaque with photograph and statement will be placed inside the library as well.

For Paul Johnson, the provided Biographic statement described his many professional activities, including his 32 years of teaching in the Hudson school district, as well as his involvement in numerous community music and theater productions. The personal testimony provided much more detailed description of Mr. Johnson's positive demeanor, indicated by his inclusiveness of all students, his ability to bring out the best in his students, and his ability to bring a group together and make them feel like a family. He gave countless hours to support music and theater programs which have set the foundation for one of the defining features of our high school today. In summary, all the evidence provided indicates that Paul Johnson was a teacher who had a broad and enduring impact on the Hudson High school community. The subcommittee discussed logistics with the petition supporters, and it was made clear that they would be able to provide funding for the requested lettering. The proposal is to have lettering on the outside of the Auditorium that says "Paul 'Skip' Johnson Auditorium", and a plaque with photograph and statement will be placed inside the auditorium as well.

A local business, Sign Logic, has been contacted, and they would be able to manufacture the required lettering in a style that will match the existing room labels throughout the building.

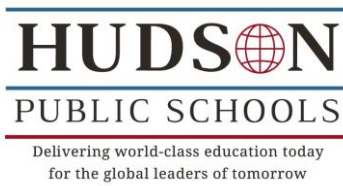
Upon consideration of all the evidence received, the subcommittee voted unanimously to bring both petitions forward to the full committee for review and vote.

Submitted by:
Glenn Maston
On behalf of the Buildings and Grounds Subcommittee

Matters for Action

New Business

1. Approval of FY19 Budget Closure



Central Administration Building
155 Apsley Street
Hudson, MA 01749

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

To: School Committee
cc: Marco Rodrigues, Ed.D., Superintendent of Schools
From: Patricia Lange, Executive Director of Finance and Operations
Date: 9/6/2019
Re: FY19 Final Financial Report

The FY19 Fiscal Year close was completed at the end of August. All members of the finance staff worked diligently on this project and did an excellent job. The School Department's books and the Town's books are balanced. The closing entries have been sent to Patricia Fay, the Town Accountant, at the end of July. The final numbers and the transfers will be presented for approval at the September 10, 2019 School Committee meeting.

FY20 Budget Revenue Update

School Choice

Our School Choice carry forward balance from FY19 to FY20 is \$2.57 million dollars. Adding to this balance an estimated \$500K in School Choice receipts in FY20 results in a \$3.07 million dollar balance available to fund the FY20 budget. Please see FY20 Budget Update attachment for greater detail.

Circuit Breaker

In FY19 we spent \$0 of circuit breaker funds, carrying the \$1,106,446 of FY19 proceeds forward to FY20. This is the first year of the district's plan to carry forward the entire amount of Circuit Breaker to the subsequent school year to provide more revenue predictability in our budget process. In the event that the District runs into unanticipated extraordinary expenses in a given school year, the Circuit Breaker funds can be utilized in that fiscal year.

FY19 Actual Spending

Personnel

We under spent our personnel budget by \$1.8 million. This balance is a result from hiring variances (lower than budget), maternity and medical leaves, positions that remained unfilled for part of the year, and unanticipated grant funding for positions. In addition, the personnel reallocation was estimated in the FY19

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

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budget on the lower end of the salary scale when in fact some of the positions reallocated were higher than budgeted (see FY19 Balance Summary attachment for greater details).

General Expense

We under spent our general expense budget by \$728 thousand. This balance reflect savings in our utilities accounts including oil, gas, electricity and telephones totaled \$125.5K. This savings is partly due to our continued energy conservation efforts. Special education tuitions savings totaled \$222.6K, with an additional \$42K of savings in the contracted services within the special education budget. Significant savings occurred within the legal counsel services and other professional fees, totaling \$157K. The Athletics budget was reduced by \$62K. It is important to note that no athletic programs were cut or reduced. The District utilized funds from the Athletic revolving fund to support the sports program and to balance the budget. The combined instructional budgets of all departments showed a savings of over \$137K due to the budget freeze that was implemented in the early winter of FY19 (see FY19 Balance Summary attachment for greater details).

Transportation

Our overall transportation spending was overspent by \$29.5K from budget, with out-of-district special education transportation up by \$10K and homeless transportation up \$10K from budget. Our in-district transportation was up an additional \$36K for unanticipated van expenses. Athletic transportation was down \$17K from budget.

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

**Hudson Public Schools
FY19 Budget Summary
June 30, 2019**

Budget Expenses	FY19 Budget	FY19 FINAL	FY19 Balance
Personnel	32,053,842.78	30,232,170.19	1,821,672.59
General Expenses	7,773,728.71	7,045,735.09	727,993.62
Transportation	2,084,000.00	2,113,477.51	(29,477.51)
Total	41,911,571.49	39,391,382.79	2,520,188.70

School Choice Balance June 30, 2018	3,284,743.49
Actual Income FY19	658,030.00
Actual Spending FY19	(12,765.61)
School Choice Transfer	(1,300,356.79)
Transfer Food Svs - Deficit	(36,999.58)
School Choice Remaining June 30, 2019	2,592,651.51
FY20 Curriculum Work Charged to SC	(20,550.00)
Credit to be posted to SC for transportation voided check	1,171.52
Adjusted School Choice Remaining June 30, 2019	2,573,273.03
FY20 School Choice Revenue	500,000.00
Circuit Breaker Balance Carry Forward from prior year	1,106,446.00
Total Carryforward to FY20	\$ 4,179,719.03

FY19 Balance Summary

Personnel		
Area	Amount	Reasons
Superintendents' Office	65,484.00	Support Staff Hiring variance, Clerical sub savings
Business Office	23,931.83	Grant funding and hiring variance
Technology Staff	22,448.45	Unfilled vacancy, and summer help savings
Principals	32,600.03	Hiring variance
Teachers	445,032.21	Hiring variance, LOA, Personnel, reduction variance, unfilled position
Curriculum	26,744.00	Hiring Variance
Sped Teachers & ABAs	291,356.21	Positions eliminated, Vacancies hiring variances, LOA, Unfilled vacancy
Bilingual Assistants	16,532.00	Conversion of Assistants to Teacher Positions
K Teachers	26,839.75	Hiring variance
Sped Assistants	280,042.00	Positions eliminated, LOA, Vacancies Hiring variance, grant funding
Substitutes	139,004.00	Less subs hired
Early Retirement	60,206.56	Less retirements than anticipated
Librarians	115,998.00	Hiring Variance
Guidance	25,515.00	LOAs, Hiring Variance
Maintenance	53,535.00	Vacancy Not filled, FTE cut and Hiring variance
Custodial	36,453.79	Vacancy Not filled
Nurses	31,905.00	Hiring Variance
Coaches and trainer	87,292.70	Positions budgeted not filled, hiring variance
Advisors	13,909.00	Positions budgeted not filled
Other	26,843.06	
Total Personnel Balance	1,821,672.59	

FY19 Balance Summary

General Expense	
Area	Amount
Tuitions	222,621.91
Utilities oil, Gas, Electric, Phones, Supplies	125,495.92
Instructional Budgets	78,780.63
Legal Professional Fees/Advertising	157,285.47
Building & Grounds - Overspending	(16,086.17)
Athletics	62,086.83
Finance/Admin Support	13,629.65
Superintendent Office	12,144.25
Contracted Services	41,988.85
Supervision	50,692.01
Principal Off/Gen Supplies - Overspending	(3,795.47)
Rent/Lease Equipment	6,949.97
Guidance	8,708.95
Library	13,104.76
School Committee	453.99
Health Services	(2,215.65)
Testing Materials	(6,070.97)
Athletic Insurance	2,979.00
Tech Maintenance	5,678.57
Teaching Services	46,626.58
Computer Services	33,019.12
Networking & Telecomm - Overspending	(126,084.58)
Total General Expense Balance	727,993.62

Transportation	
Special Needs -Overspending	(16,255.40)
Basic transportation	7,527.46
Athletic Transportation	17,646.50
Student Body Activities - Overspending	(2,125.15)
Intown Special Needs Overspending	(36,270.92)
Total Transportation Overspending	(29,477.51)

FY20 Budget Update

FY20 Revenue Sources	
Town Appropriation	39,043,302.75
Estimated School Choice	3,073,273.03
Circuit Breaker FY19 Carryforward	1,106,446.00
Total Estimated Revenue	43,223,021.78
FY20 Budget Expenses	
Personnel	32,559,245.00
General Expenses	7,199,490.00
Transportation	2,300,000.00
	42,058,735.00
Revenue Exceeds Budget	1,164,286.78

School Choice	
School Choice Balance June 30, 2018	3,284,743.49
Income FY19	658,030.00
Spending FY19	(12,765.61)
Food Services - Deficit	(36,999.58)
School Choice Available FY19	3,893,008.30
School Choice Spending FY19	(1,300,356.79)
School Choice Balance Carry Forward to FY20	2,592,651.51
FY20 Curriculum Work Charged to SC	(20,550.00)
Credit to be posted to SC for transportation voided check	1,171.52
Estimated School Choice Revenue FY20	500,000.00
School Choice Revenue Available for FY20	3,073,273.03

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

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

FY21 Budget Projected Savings		
Expenditure Description	Estimated Savings	Description
Personnel - Vacancy Factor	150,000	Expected savings
General Expenses Account	0	Efficiencies (Zero-Based)
Tuition Account	218,869	Aging out students (7 students)
Total	368,869	

FY22 Budget Projected Savings		
Expenditure Description	Estimated Savings	Description
Personnel - Vacancy Factor	100,000	Expected savings
General Expenses Account	0	Efficiencies (Zero-Based)
Total	100,000	
Grand Total	1,693,108	

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

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

FY21 Budget Forecast			
Expenses	Budget	Salary Increase	Revenue Amount
Personnel	33,134,151	724,906	Town Appropriation 40,019,385
General Expenses	6,980,621		Circuit Breaker 982,691
Transportation	2,300,000		School Choice FY21 500,000
Total Expenses	42,414,772		School Choice Carry-Over
			Total Revenue 41,502,076
	Expected Carry-Over	912,696	

FY22 Budget Forecast			
Expenses	Budget	Salary Increase	Revenue Amount
Personnel	33,689,505	655,354	Town Appropriation 41,019,870
General Expenses	6,980,621		Circuit Breaker 820,348
Transportation	2,300,000		School Choice 500,000
Total Expenses	42,970,126		School Choice Carry-Over
			Total Revenue 42,340,218
	Expected Carry-Over	629,908	

FY19 Budget Actuals as of June 30, 2019			
Expenses	Actual Expenses	Projected Revenue	Amount
Personnel	30,232,170	Town Appropriation	38,091,026
General Expenses	7,045,735	Circuit Breaker	0
Transportation	2,113,478	School Choice FY19	658,030
Total Expenses	39,391,383	School Choice Carry-Over	642,327
		Total Revenue	39,391,383
	Deficit	0	

FY20 Budget Forecast as of June 30, 2019			
Expenses	Budget	Salary Increase	Revenue Amount
Personnel	32,559,245	755,402	Town Appropriation 39,043,303
General Expenses	7,199,490		Circuit Breaker 1,106,446
Transportation	2,300,000		School Choice FY20 500,000
Total Expenses	42,058,735		School Choice Carry-Over
			Total Revenue 43,223,022
	Positive Carry-Over Balance	251,591	

FY21 Budget Forecast			
Expenses	Budget	Salary Increase	Revenue Amount
Personnel	33,134,151	724,906	Town Appropriation 40,019,385
General Expenses	6,980,621		Circuit Breaker @75% 982,691
Transportation	2,300,000		School Choice FY21 500,000
Total Expenses	42,414,772		School Choice Carry-Over
			Total Revenue 42,414,772
	Expected Carry-Over	0	

FY22 Budget Forecast			
Expenses	Budget	Salary Increase	Revenue Amount
Personnel	33,689,505	655,354	Town Appropriation 41,019,870
General Expenses	6,980,621		Circuit Breaker 820,348
Transportation	2,300,000		School Choice 500,000
Total Expenses	42,970,126		School Choice Carry-Over
			Total Revenue 42,340,218
	Expected Carry-Over	629,908	

Matters for Action

New Business

2. Approval of Contract with IXL Learning in the amount of \$11,138.00 for site license for IXL Math grades 5-12, and IXL ELA grades 5-7

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

Funding Source: _____

Account Number: General Budget: Instructional Technology Software MS/HS (ELA and Math)

Contract for Goods

Company Information

Company Name: IXL Learning, Inc.

Address: 777 Mariners Island Blvd., Suite 600
San Mateo, CA 94404

Social Security #/ Federal Tax Identification #: 94-3321802

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:

Site License for 1 Year Grades 5-12, 110 teachers, 1450 students

- ◆ IXL Math 5-7 cost \$3125
- ◆ IXL ELA 5-7 cost \$3125
- ◆ IXL Math 8-12 cost \$4888

Timeline for Shipping: 9/11/19

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. The Town shall pay any amounts due and payable as of the date of termination without pro-ration, and shall not be entitled to any refund of fees upon termination.

IXL Learning, Inc.:

Paul Mink
Signature of Vendor

Date: 8/21/2019

Hudson Public Schools

William Lange
School Business Manager

Date: 8/28/19

Dana Rodriguez
Superintendent of Schools

Date: 8.26.19

Hudson School Committee

Date: _____

SUPPLY/SERVICE PROCUREMENT FORM☒ Ch. 30B☐ Ch. 149☐ Ch. 30 §38m

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

Department:
K-12 Mathematics

Date:
August 19, 2010

Department Head: Robert Knittle

(signature)

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

New IXL contract to extend our contract, and institute ELA skill development at the Middle School level.

Recommended Quote or Bid

Date Quote Received: 8/16/19

Quote: \$11,138

Company Name: IXL Learning

Written ☒ Verbal ☐

Address: 777 Mariners Island Blvd., Suite 600
San Mateo, CA 94404

Quote Issued By: Kayleigh Reyes

Tel.: 6503724300

FAX: 6503724301

Special Conditions/Notes:

Having used this for the past three years, our district has seen growth across the math skills. Currently, they now offer a Diagnostic assessment that allows further individual support for student development. ELA will also be included this year at the Middle School level to determine skills necessary to be enhanced. This will be a one-year contract to help determine next steps.

Second Quote or Bid

Date Quote Received:

Quote:

Company Name:

Written ☐ Verbal ☐

Address:

Quote Issued By:

Tel.:

FAX:

Special Conditions/Notes:

Third Quote or Bid

Date Quote Received:

Quote:

Company Name:

Written ☐ Verbal ☐

Address:

Quote Issued By:

Tel.:

FAX:

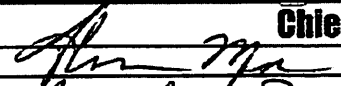
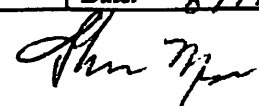
Special Conditions/Notes:

Chief Procurement Officer Action

Approved:

Date:

Comments:

 8/19/19
30B section 7 purchase 

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

☐ Posted ☐ Newspaper ☐ Central Register ☐ CommBuys ☐ Website

Matters for Action

New Business

3. Approval to exclude the acceptance of Stop N Shop A+ School Rewards in the amount \$734.38

GIFT TO HUDSON PUBLIC SCHOOLS - APPROVAL FORM

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

Gift or Scholarship	GIFT to Hudson Public Schools Information
Description:	Stop N Shop – A+ School Rewards
Purpose:	Gift to Hudson High School
Date received:	6/26/2019
Type of Gift:	Corporate
Donation Amount:	\$734.38
Fiscal Admin:	Jason Medeiros
Gift Designation / Purpose:	PURPOSE: Stop N Shop has donated \$734.38 from their A+ Schools Rewards Program to HHS and general student instructional needs.
School Designation:	HHS

School Committee Date: _____

Vote: _____

Matters for Action

New Business

4. Approval of FY19-734 Early Literacy Grant in the amount of \$18,000

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:	FY19-734 Early Grade Literacy Grant
Purpose:	This grant program provides schools with funding for a team of teachers and at least one administrator to participate in a yearlong professional learning series that supports the implementation of Curriculum Frameworks.
Type of Funder:	Competitive State Grant
Awarded Amount:	\$ 18,000 -- \$6000 per ELEM School
Start Date	10/01/2019
End Date	6/30/2020
Status	Active
Grantor	MA DOE
PROGRAM Admin	Kathy Provost, Todd Wallingford
PROGRAM Notes:	MA State Grant #734-259445-2020-0141 General Fund use: ELEM Stipends – Teachers, Instructional Coaches to Attend Early Literacy Series Seminars (6, full-day seminars across the year), and Instructions materials to implement Early Literacy curriculums Grantor Name / Address: Massachusetts Dept. of Elementary and Secondary Education 75 Pleasant Street Malden, MA 02148-4906 Grantor Contact Name / Number / Email: Emily Taylor Email: achievement@doe.mass.edu Direct: (781) 338-6313
Program Location:	FARLEY, FOREST, and MULREADY

School Committee Date: _____

Vote: _____

Matters for Action

New Business

5. Approval of Federal Home Loan
Bank of Boston/ on behalf of Avidia
Bank gift in the amount of \$1000.00
to the Hudson Adult Learning Center

GIFT TO HUDSON PUBLIC SCHOOLS - APPROVAL FORM

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

Gift or Scholarship	GIFT to Hudson Public Schools Information
Description:	Federal Home Loan Bank of Boston / on behalf of Avidia Bank
Purpose:	Gift to Hudson Adult Learning Center
Date received:	8/02/2019
Type of Gift:	Corporate
Donation Amount:	\$1000.00
Fiscal Admin:	Karl Baldrate
Gift Designation / Purpose:	PURPOSE: Community recognition from Avidia Bank to be used for ADL General operations and Instructional Materials.
School Designation:	HHS-ADL

School Committee Date: _____

Vote: _____

Matters for Action

New Business

6. Approval of The Thomas Hamilton
Estate gift in the amount of \$1006.50
to Hudson High School

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:

HHS Scholarship	GIFT to Hudson Public Schools Information
Description:	The Thomas Hamilton Estate
Purpose:	Gift to Hudson High School
Date received:	8/27/2019
Type of Gift:	Scholarship
Donation Amount:	\$1006.50
Fiscal Admin:	Angela Wilcox, Director of Guidance
Gift Designation / Purpose:	PURPOSE: Additional estate proceeds to be added to The Thomas Hamilton Scholarship program.
School Designation:	HHS

School Committee Date: _____

Vote: _____

**Hudson Public Schools
FY20 Grant and Gift Presentation Summary**

AGENT	Awarding Agency	TYPE	FY20 GRANT YEAR / GRANT NAME	BRIEF DESCRIPTION OF AWARD	TOTAL AWARD
Federal	MA DOE	Entitlement	20-305 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.	\$ 310,461.00
Federal	MA DOE	Entitlement	20-140 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.	\$ 61,539.00
Federal	MA DOE	Entitlement	20-180 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.	\$ 35,412.00
Federal	MA DOE	Entitlement	20-309 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 and help ensure that all students have equitable access to high quality educational experiences.	\$ 17,353.00
State	MA Office of Public Safety & Research	Competitive	20-Safer Schools and Communities	Hudson has been awarded this grant to update and / or replace the security access, locks, keypads, and software technology at Hudson High School.	\$ 60,000.00
Federal	MA DOE	Entitlement	20-240 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.	\$ 719,820.00
Federal	MA DOE	Entitlement	20-262 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).	\$ 47,616.00
State	MA DOE	Competitive	20-734 Early Grade Literacy	This state grant continues to support the development of the Early Literacy and Curriculum Frameworks programs at Farley, Forest and Mulready elementary schools.	\$ 18,000.00
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
				TOTAL GRANTS:	\$ 1,274,201.00

**Hudson Public Schools
FY20 Grant and Gift Presentation Summary**

			FY20 GIFTS TO HUDSON PUBLIC SCHOOLS	DISTRICT OR PER SCHOOL ALLOCATION	\$ Gift Amount
Corporate	Sponsor	Corporate	Alliance Energy, LLC	Local Gas Station Rewards Program - Donation to be used within Hudson High School Science Program	\$ 500.00
Corporate	Sponsor	Corporate	Stop N Shop - A+ School Rewards	Hudson High School Donation from local Stop N Shop Customer Rewards program. Funding is allocated to general HHS student instructional needs. Update: 9/10/2019 -- The proceeds from this program will be distributed to HHS Home and School. The item will be removed from the FY20 Gift list.	\$ 734.38
Corporate	Corporate	Recognition	FHL Bank - Boston / New England Partnerships on Behalf of Avidia Bank.	Recommend by Avidia Bank, Hudson is presented to Hudson Adult Learning Center in recognition of the important work in the Hudson community.	\$ 1,000.00
				TOTAL GIFTS :	\$ 2,234.38
			FY20 GIFTS FOR HHS SCHOLARSHIPS	HUDSON HIGH SCHOOLS	\$ Gift Amount
Estate	Corporate		The Thomas Hamilton Estate	Additional proceeds from The Thomas Hamilton Estate.	\$ 1,006.50
				TOTAL SCHOLARSHIPS:	\$ 1,006.50
				SCHOOL COMMITTEE PRESENTATIONS GRAND TOTAL:	\$ 1,277,441.88

Matters for Action

New Business

7. Reclassification of Funds

Posting Date:**Batch/Block :****FY19****PAYMENT Adjustment Request****Date:** Sunday, June 30, 2019**To:** Ruifan Zhang, Assistant Finance Director**From:** School Department

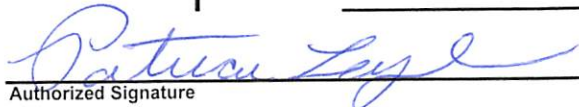
Please record the following payment adjustment (s):

Payment Adjustment Number 1	From:	<u>Account Number</u> <u>116</u>	<u>Account Description</u> <u>Teachers</u>	<u>\$</u>	<u>Amount</u> <u>(1,300,356.79)</u>
	To:	<u>Account Number</u> <u>1924</u>	<u>Account Description</u> <u>School Choice</u>	<u>\$</u>	<u>Amount</u> <u>1,300,356.79</u>

Payment Adjustment Number 2	From:	<u>Account Number</u> <u>1594</u>	<u>Account Description</u> <u>Technology</u>	<u>\$</u>	<u>Amount</u> <u>(36,999.58)</u>
	To:	<u>Account Number</u> <u>1924</u>	<u>Account Description</u> <u>School Choice</u>	<u>\$</u>	<u>Amount</u> <u>36,999.58</u>

Payment Adjustment Number 3	From:	<u>Account Number</u>	<u>Account Description</u>	<u>\$</u>	<u>Amount</u>
	To:	<u>Account Number</u>	<u>Account Description</u>	<u>\$</u>	<u>Amount</u>

Payment Adjustment Number 4	From:	<u>Account Number</u>	<u>Account Description</u>	<u>\$</u>	<u>Amount</u>
	To:	<u>Account Number</u>	<u>Account Description</u>	<u>\$</u>	<u>Amount</u>


 Authorized Signature

Prepared by: Patricia Lange**Authorized Signature(s):**

Reason for reclassification:To reclassify District Expenses to School Choice Expenses.**Please note:**

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

Posting Date:Batch/Block :**FY20**PAYMENT Adjustment RequestDate: Tuesday, September 10, 2019To: Ruifan Zhang, Assistant Finance DirectorFrom: School Department

Please record the following payment adjustment (s):

Payment Adjustment Number 1	<u>From:</u>	Account Number <u>3329</u>	Account Description <u>ART FY19- FAR Fire Alarms</u>	\$ <u>(31,598.00)</u>	Amount
	<u>To:</u>	Account Number <u>3222</u>	Account Description <u>ART FY18- FAR Fire Alarms</u>	\$ <u>31,598.00</u>	Amount
Payment Adjustment Number 2	<u>From:</u>	Account Number _____	Account Description _____	\$ <u>0.00</u>	
	<u>To:</u>	Account Number _____	Account Description _____	\$ _____	
Payment Adjustment Number 3	<u>From:</u>	Account Number _____	Account Description _____	\$ <u>0.00</u>	
	<u>To:</u>	Account Number _____	Account Description _____	\$ _____	
Payment Adjustment Number 4	<u>From:</u>	Account Number _____	Account Description _____	\$ <u>0.00</u>	
	<u>To:</u>	Account Number _____	Account Description _____	\$ _____	
Page Total :				\$ <u>(31,598.00)</u>	\$ <u>31,598.00</u>

Authorized Signature

Prepared by: Sharon J. Gooch-ZebalAuthorized Signature(s):

Reason for reclassification:

To reclassify a PO 200412 Town Article from FY19 Fire Alarm to FY18 Fire Alarm projects.

Please note:

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

Posting Date:Batch/Block :**FY20****PAYMENT Adjustment Request**Date: Tuesday, September 10, 2019To: Ruifan Zhang, Assistant Finance DirectorFrom: School Department

Please record the following payment adjustment (s):

Payment Adjustment Number 1	From:	Account Number <u>3279</u>	Account Description <u>FY18 Startalk Grant</u>	\$	Amount <u>(3,823.40)</u>	Amount
	To:	Account Number <u>3352</u>	Account Description <u>FY19 Startalk Grant</u>		\$	<u>3,823.40</u>

Payment Adjustment Number 2	From:	Account Number _____	Account Description _____	\$	<u>0.00</u>	
	To:	Account Number _____	Account Description _____		\$	_____

Payment Adjustment Number 3	From:	Account Number _____	Account Description _____	\$	<u>0.00</u>	
	To:	Account Number _____	Account Description _____		\$	_____

Payment Adjustment Number 4	From:	Account Number _____	Account Description _____	\$	<u>0.00</u>	
	To:	Account Number _____	Account Description _____		\$	_____

Page Total : \$ (3,823.40) \$ 3,823.40

Authorized Signature

Prepared by: Sharon J. Gooch-Zebal

Authorized Signature(s):

Reason for reclassification:

To reclassify PO 200212, 200238, and 200239 poted to the wrong grant year; should be FY19 Startalk grant.

Please note:

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

Posting Date:Batch/Block :**FY20**PAYMENT Adjustment RequestDate: Tuesday, September 10, 2019To: Ruifan Zhang, Assistant Finance DirectorFrom: School Department

Please record the following payment adjustment (s):

Payment Adjustment Number 1	From:	Account Number 549	Account Description Instructional Supplies	\$	Amount (4.75)	Amount
	To:	Account Number 3354	Account Description 19-590 History Frameworks grant		\$	4.75
Payment Adjustment Number 2	From:	Account Number	Account Description	\$	0.00	
	To:	Account Number	Account Description		\$	
Payment Adjustment Number 3	From:	Account Number	Account Description	\$	0.00	
	To:	Account Number	Account Description		\$	
Payment Adjustment Number 4	From:	Account Number	Account Description	\$	0.00	
	To:	Account Number	Account Description		\$	
Page Total :				\$	(4.75)	\$ 4.75

Authorized Signature

Prepared by: Sharon J. Gooch-Zebal

Authorized Signature(s):

Reason for reclassification:

To reclassify a portion of PO 200137 to 19-590 History Frameworks grant

Please note:

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

File: Adjustment Forms (green)

Posting Date: _____

Batch/Block : _____

TRANSFER Re-Class Adjustment Request

Date: Tuesday, September 10, 2019

To: Ruifan Zhang, Assistant Finance Director

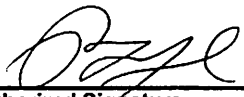
From: School Department

Please record the following receipt re-class adjustment (s):

Transfer Re-Class	From:	Account Number	Account Description	Amount
		3225	18-290 ESH	\$ (0.15)
		3232	18-140 Title II	(0.02)
		3260	18-734 Early Grade Literacy	(0.30)
		3301	19-391 SPED INC Preschool	(0.16)
		3346	19 the Scotty Fund	(0.01)
		3227	18-345 ADL	0.09
		3234	18-240 SPED IDEA	0.45
		3236	18-305 Title I	0.02
		3299	Hurricane Evacuees	0.40

Adjustment Number 1	To:	Account Number	Account Description	Amount
		1924	School Choice	(0.32)

Transfer Re-Class Adjustment Number 2	From:	Account Number	Account Description	Amount
				\$ ()
	To:	Account Number	Account Description	Amount
				\$

 9/14/19

Authorized Signature

Prepared by: Sharon Gooch-Zabal

Authorized Signature(s):

Reason for reclassification:

To transfer small balance grant residuals LT \$10.00 to School Choice.

These balances are for residual grant balances and will close these accounts.

Please note:

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

File: Adjustment Forms (green)

Posting Date: _____

Batch/Block : _____

TRANSFER Re-Class Adjustment Request

Date: Tuesday, September 10, 2019

To: Ruifan Zhang, Assistant Finance Director

From: School Department

Please record the following receipt re-class adjustment (s):

Transfer Re-Class Adjustment Number 1	From:	Account Number <u>2387</u>	Account Description <u>ADL Avidia Bank</u>	Amount \$ <u>(221.87)</u>
	To:	Account Number <u>3311</u>	Account Description <u>19-345 ADL Grant</u>	Amount \$ <u>221.87</u>

Transfer Re-Class Adjustment Number 2	From:	Account Number _____	Account Description _____	Amount \$ <u>()</u>
	To:	Account Number _____	Account Description _____	Amount \$ _____

Transfer Re-Class Adjustment Number 3	From:	Account Number _____	Account Description _____	Amount \$ <u>()</u>
	To:	Account Number _____	Account Description _____	Amount \$ _____

Transfer Re-Class Adjustment Number 4	From:	Account Number _____	Account Description _____	Amount \$ <u>()</u>
	To:	Account Number _____	Account Description _____	Amount \$ _____


Authorized Signature

9/14/19

Prepared by: Sharon J. Gooch-Zebal

Authorized Signature(s):

Reason for reclassification:

To transfer ADL TCH Payroll from #2387 to ADL 19-345 grants

Please note:

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