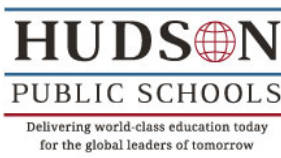


Please note the updated instructions below for public participation

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Hudson School Committee will be conducted via remote participation only. Committee members will participate using the online Google Meet platform, and the proceedings will still be broadcast live on the Public Cable Access Channel – Comcast Channel 8, Verizon Channel 47 and Hud TV.

For the public participation item on the agenda, the following process will be used.

- Persons wishing to make public comment will send an email to the School Committee's email address schoolcommittee@hudson.k12.ma.us indicating that they would like to make a public comment at the School Committee meeting. This email must be received by 3:00 pm on the day of the meeting
- The School Committee will submit the list of names and emails wishing to make public comment to HUD TV no later than 5:00 p.m. the day of the meeting.
- Hud TV will send a meeting invite to those community members on the School Committee list for Public Comment.
- Hud TV will accept them into the Google Meet and mute their microphone.
- When the School Committee Chair recognizes someone wishing to make public comment, Hud TV will unmute that person's microphone and they will have two minutes to speak.
- When public comment is finished their microphone would be muted again by Hud TV.



HUDSON SCHOOL COMMITTEE
April 28, 2020
155 Apsley Street – Administration Building
7:00 p.m.

AGENDA

I. Call to Order

II. Approval of Minutes

Regular Meeting April 7, 2020

Regular Meeting April 22, 2020

III. Public Participation:

IV. Reports and Presentations

a) Report of the Superintendent: School Closure Updates

b) Subcommittee Reports

- Budget Subcommittee (if any)
- Policy Subcommittee (if any)
- Strategic Goals Subcommittee (if any)
- Superintendent's Evaluation Subcommittee (if any)
- Buildings and Grounds Subcommittee (if any)

c) Student Presentation (if any)

V. Matters for Discussion:

a) Old Business

b) New Business

1. FY20 Budget Forecast

2. Discussion of High School Grade Calculation and Student Transcript for 2019-2020

VI. Matters for Action:

a) Old Business

b) New Business

1. Approval to reschedule Grade 9 Washington D.C. overnight field trip from 4/28/2020-5/2/2020 to 9/29/2020-10/3/2020

2. Approval of contract with Homans Associates in the amount of \$84,138.56 for the parts for the Mulready HVAC Project

CONSENT AGENDA

3. Approval of Verizon Foundation Matching Gift to David J. Quinn Middle School in the amount of \$750.00

4. Approval of Reclassification of Funds

VII. Items of Interest to the School Committee

VIII. Executive Session

IX. Adjournment

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

Approval of Minutes

Regular Meeting: April 7, 2020

Special Session: April 22, 2020

**Hudson School Committee
Open Session Minutes**

Meeting Date: April 7, 2020

Location: Remote Participation

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

Members absent: none

Others present participating remotely: Dr. Marco C. Rodrigues, Superintendent

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

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

Mr. Maston stated that this meeting will be conducted virtually pursuant to Governor Baker’s March 12, 2020 order suspending the provisions of the Open Meeting Law and the March 15, 2020 order imposing strict limitations on the number of people gathering in one place. This meeting will be conducted via google meet.

Mr. Maston took a roll call of those present:

Mr. Maston	yes
Mr. Smith	yes
Mr. Tracy	yes
Ms. Ryan	yes
Mr. McDowell	yes
Ms. Tousignant Dufour	yes
Dr. Weksner	yes

II Approval of Minutes: Regular Meeting March 10, 2020

Mr. Maston noted that the March 10, 2020 minutes were amended. A motion to approve the amended minutes of March 10, 2020 was made by Ms. Tousignant Dufour and seconded by Mr. Smith. The vote was taken by roll call.

Mr. Maston	yes
Mr. Smith	yes
Mr. Tracy	yes
Ms. Ryan	yes
Mr. McDowell	yes
Ms. Tousignant Dufour	yes
Dr. Weksner	yes

On a vote of 7-0, the motioned passed.

Regular Meeting March 24, 2020

A motion to approve the minutes of March 24, 2020 was made by Mr. Smith and seconded by Ms. Tousignant Dufour. The vote was taken by roll call.

Mr. Maston	yes
Mr. Smith	yes

Not Approved

Mr. Tracy	yes
Ms. Ryan	yes
Mr. McDowell	yes
Ms. Tousignant Dufour	yes
Dr. Weksner	yes

On a vote of 7-0, the motion passed.

III. **Public Participation:**

Mr. Maston stated that there was a modified format for public participation. Those that wish to participate were asked to send participation to the committee prior to the meeting. Mr. Maston stated he had not received any feedback.

IV. **Reports and Presentations**

Report of the Superintendent: District Updates

Dr. Rodrigues recognized the work Ms. Kathy Provost, Assistant Superintendent, has done during this unusual time and the support she has received from Ms. Cathy Kilcoyne.

Ms. Provost gave an update on the work that has been done to date:

Consistent communication has been sent to families as we have received new guidance from DESE (3/12/20, 3/23/20, 3/6/20, 3/27/20, and 4/3/20). We will continue to send communication as new information presents itself. At times, the DESE guidance was not clear cut and superintendents across the state were making different decisions. This has caused some frustration due to comparisons being made between districts.

Communication Plan

At virtual faculty meetings last Tuesday, principals rolled out the Communication Plan. Teachers were given documents with guidelines for communication with and to keep track of all the families they are emailing or calling. These guidelines for questions included checking in with how students are doing physically and emotionally, asking if students are able to access materials online or having difficulty with internet access, and giving families information for the Hudson Public Schools plan for food distribution if the need for food came up. Teachers also asked about how each family would like communication to look like going forward. The district was given parameters from our legal counsel and the Hudson Education Association approved the plan before it was rolled out to teachers. Call logs have been given to staff and principals are collecting information so needs can be addressed as they come up.

The number of families that have been successfully contacted so far are:

Quinn Middle School 82% of families

Forest and Farley Elementary Schools 94% of families

Mulready Elementary School ~ 96% of families

At Hudson High School, we are still trying to contact about 150 families.

The school secretaries are collecting and collating information so we know which families may need copies of things.

Staff has been asked to contact families two times per week if the family is amenable to that. Families received a letter from principals detailing the plan and adjustments will be made as needed.

At the elementary schools, a wave video was created to let students know how much they are missed and principals are creating daily morning announcements and posting them on their websites.

Ms. Wendy Anderson, EL Director, has been coordinating with our parent liaisons to complete translations and reach out to families. Ms. Anderson has taken the recommendations from DESE to make sure we are working with our English Language Learners in a way that will continue to support their language needs. She created a detailed document that outlines what all of our teachers will need to do to support these students and will be sharing this with them in the coming days.

Remote Learning Plans

The commissioner created new guidelines last week for remote learning, which we have followed to create these new plans. We worked with the curriculum directors, instructional coaches and principals to customize plans for the elementary, middle and high school levels. The plans are based on developmental level, the ability to create thematic activities to keep students engaged, and the feasibility of delivering across multiple courses in the high school. HEA reviewed the plans and they were discussed with all staff at planning meetings. The district decided to keep the communication plan and the remote learning plans separate, as we felt it important to establish good communication with families and assess their needs before discussing the enhanced remote learning plans. DESE also requested that we post a letter to parents which talks about remote learning on the District website. We posted a letter for parents on Friday, April 3rd with the important information parents need regarding remote learning. Commissioner Riley gave directives that remote learning is not synonymous with online learning, can take place in a multitude of ways, and includes helping students engage with resources in their everyday lives. Districts must be conscious of increased screen time. The commissioner's recommendation is that schools support students to engage in meaningful and productive learning for approximately half the length of a regular school day. We expect this learning to take place via a combination of educator-directed learning and student self-directed learning. The remote learning plans will be placed on the website for families once translations are complete.

Ms. Provost thanked the administrative staff, curriculum directors, elementary coaches, and technology department for their hard work during this time.

Mr. Smith asked about the expectation of what teacher interactions would look and feel like. Ms. Provost stated the plan is to have teachers reach out twice a week. These interactions could be checking in on how students are accessing materials online, or could be a little lesson on something and giving possible alternate ways to do things. Discussion ensued about what form the interaction would take.

Mr. Smith asked about interaction online. Ms. Provost stated that right now we would be using google meet at the 5-12 level. She said there has been discussion about the elementary level but there is a need to understand the equity issue. There also have to be parameters for the google meet established.

Discussion ensued about group interactions.

Mr. Smith asked what accommodations will be made for Special Education.

Ms. Cathy Kilcoyne, Director of Student Services, gave a timeline of dates and guidance and directives issued by DESE and the Federal Government. During this time, we have provided enrichment activities and monitored closings at collaborative placements. On March 21, the federal government released guidance that special education services should be provided. On March 26, DESE held a meeting with Special Education Directors discussing the need for special education services, IEP team meetings and timelines. The district's special education law firm provided a training and gave us guidance on procedures and letters for special education services. After these were created, we met with SEPAC to discuss the process of communicating with parents and met with school principals and special education staff to talk about what remote learning entails. Parent letters were sent home about services and virtual team meetings. The special education teachers have started to contact parents regarding services. Special Education coordinators will be contacting parents about annual reviews with the intent to begin these the week after vacation.

Ms. Kilcoyne went on to say DESE states that services for students need to be flexible. We are doing check ins and needs assessments. Our special education teachers can provide some accommodations for work and help students with scheduling.

Ms. Kilcoyne stated there has been discussion around Grid C services. The services cannot and will not be provided the way they are written in the IEP. We will try and find what parents want. Once the teacher has spoken with families, the special education directors and coordinators are available to document what services are needed. Parents have the right to not accept any of these services. We have worked with HEA and the Special Education department to provide them with things they have asked for in terms of how to get started with parents.

Dr. Weksner asked if there has been conversation on how to get infrastructure in place to utilize telehealth for OT, PT and Speech services. Ms. Ellen Schuck, Director of Technology, is working to get HIPAA compliance with google meet. The individual service providers are working on gateways to their professional tele presence.

Discussion ensued about the state requirements and the rolling back of the restrictions.

Mr. Smith asked if we are expecting this to continue past early May. Discussion ensued.

Dr. Rodrigues stated that we are living day by day. With the peak of the virus in the next week or two, everything we hear leads us to believe this closure will be extended. He went on to say we cannot move beyond what DESE tells us we can do. He went on to say we have been discussing the what ifs with respect to if we do not return to school.

Mr. Smith asked if there was an update on MCAS and graduation. Dr. Rodrigues stated there are no updates, but it has been a topic of conversation among superintendents. The legislature has given the commissioner autonomy to cancel or postpone MCAS. Dr. Rodrigues stated that the district also needs to look at things like grades and GPA.

Ms. Tousignant Dufour asked what supports and professional development teachers are given to support distance learning. Ms. Kathy Provost stated that Ms. Ellen Schuck and her team are helping with the technical aspects of google meet. She went on to say we are asking teachers to go to a site with good lessons on digital citizenship.

Dr. Rodrigues gave an update on Kindergarten registration. Currently we have 99 completed registrations. Out of these 99, 70 are regular K registrations and 29 are dual language

registrations. Additionally, we have 13 partial registrations of which 10 are regular and 3 are dual language. We also have 19 students returning from our PK or Hubert programs and 40 students on the census who have not contacted us yet.

Ms. Ryan asked if we know where the thirty students that applied for the dual language are located. Dr. Rodrigues stated he would get this information to the committee.

Subcommittee Reports

Budget Subcommittee

None

Policy Subcommittee

None

Strategic Goals Subcommittee

None

Superintendent's Evaluation Subcommittee

Mr. Maston made note that the Board of Selectmen has made a change to the date of the Town Election. The election has been moved to June 29. Dr. Rodrigues would like to adjust the timetable for his evaluation. Mr. Maston stated that the subcommittee will schedule a meeting to work out what that looks like.

Buildings and Grounds Subcommittee

None

Student Report

None

V. **Matters for Discussion:**

- a) Old Business
- b) New Business

1. **Discussion of Finance and Operations**

Ms. Patricia Lange, Executive Director of Finance and Operations gave the following updates:

Food Service Program

Week 1 42 breakfast and lunches picked up
Week 2 141
Week 3 258
Week 4 expecting over 650

Last week, the district changed the food delivery schedule. We will now deliver 2 days of meals on each Monday and Wednesday and 3 days of meals on each Friday. She noted that a big change happened when DESE approved reimbursement. The district can now feed any child in the district, ages 0-18, regardless of whether they attend Hudson Public Schools or not.

Payments to Vendors

Ms. Lange stated she has been meeting with her counterparts at MASBO and there has been a lot of discussion about payments to our vendors in particular transportation. The goal is to keep the transportation vendors viable so that when we return to school they

will be available for us. There is a conflict with Massachusetts General Law 41:56, which states that the school committee or town accountant has to state that services have been rendered. There is language in the Education Stabilization bill that encourages us to pay our vendors and provides relief to help pay for transportation. Currently within the MASBO group, all districts that use the same vendor are trying to make a cooperative decision on whether and what to pay the vendor. There are 40 districts using First Student Transportation. The guidance from the Department of Revenue advises districts to look at their contracts. If we negotiate an amendment to our contract, we will comply with the Massachusetts Department of Revenue.

Mr. Tracy asked if we anticipate a district to district negotiation or one negotiation with all 40 districts that have First Student. Ms. Lange said two of the larger districts have offered to get more information. Discussion ensued about the percentage to be paid and having language in the amendment that the drivers continue to be paid.

Mr. McDowell asked if we have an understanding of the breakdown between personnel and equipment costs. Ms. Lange stated that they have told her that the variable costs are 20% and fixed costs are 80%. Discussion ensued. Ms. Lange stated that we need more information and financial statements.

Ms. Lange stated that we continue to pay Collaborative Tuitions. The guidance is that these are an extension of the school district. We are waiting on more guidance for the private day tuitions. We do not have any issues with contracted services, as these are pay as services are rendered.

Mr. Maston was asked if it was necessary to discuss Chartwells. Ms. Lange stated we do not and their employees have been furloughed.

VI. **Matters for Action:**

- a) Old Business
- b) New Business

1. **Approval to negotiate a temporary contract amendment with First Student Transportation due to the COVID 19 school closure**

Dr. Rodrigues confirmed that any negotiation would be brought back to the committee for approval.

A motion to approve the negotiation of a temporary contract amendment with First Student Transportation due to the COVID 19 school closure was made by Mr. Smith and seconded by Mr. Tracy.

Not Approved

The vote was taken by roll call.

Mr. Maston	yes
Mr. Smith	yes
Mr. Tracy	yes
Ms. Ryan	yes
Mr. McDowell	yes
Ms. Tousignant Dufour	yes
Dr. Weksner	yes

On a vote of 7-0, the motion passed.

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

none

VIII. **Executive Session**

At 8:24 pm Mr. Maston stated that Executive Session was needed for the following :

1. To discuss selection of candidate for the position of Executive Director of Finance and Operations because an open session may have a detrimental effect on the legal position of the Committee.
2. To discuss potential Memorandum of Agreements with union personnel (Hudson Education Association, Hudson School Secretarial Association and Hudson Paraeducator Association) because an open session may have a detrimental effect on the legal position of the Committee.

The vote was taken by roll call.

Mr. Maston	yes
Mr. Smith	yes
Mr. Tracy	yes
Ms. Ryan	yes
Mr. McDowell	yes
Ms. Tousignant Dufour	yes
Dr. Weksner	yes

On a vote of 7-0, the motion passed

IX. **Adjournment**

At 8:25 pm, Committee Chair, Glenn Maston announced that the Committee would enter Executive Session and not return to public session.

Respectfully submitted,

Michele Tousignant Dufour, Secretary
Hudson School Committee

**Hudson School Committee
Open Session Minutes**

Meeting Date: April 22, 2020

Location: Remote Participation

Members present participating remotely: Glenn Maston, Steven Smith, Adam Tracy, Nina Ryan, Matthew McDowell, Michele Tousignant Dufour

Members absent: Rebecca Weksner

Others present participating remotely: Dr. Marco C. Rodrigues, Superintendent

I. Call the Meeting to Order: 6:34 p.m.

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

II Matters for Action:

Vote on a 3-year Employment Contract for Mr. Daniel Gale to Serve as Director of Finance and Operations for the Period Commencing July 1, 2020

Mr. Maston gave some background and a review of the hiring process. This included a schedule given to the committee by Dr. Rodrigues on posting, screening and interviews. On March 10, four candidates were interviewed and three finalists were selected. These finalists were then interviewed by Dr. Rodrigues. School Committee Executive Session was held on April 7 and the committee authorized Dr. Rodrigues to negotiate with Mr. Gale on their behalf.

Dr. Rodrigues thanked the committee for accommodating his request for a special session to approve the contract. He stated that this had been a very good process with several great candidates with diverse backgrounds. He went on to say Mr. Gale will be a great addition to the cabinet and is excited to welcome him to Hudson.

A motion to approve a 3- year employment contract for Mr. Daniel Gale to serve as Director of Finance and Operations for the period commencing July 1, 2020 was made by Mr. Smith and seconded by Ms. Ryan.

The vote was taken by roll call.

Mr. Maston	yes
Mr. Smith	yes
Mr. Tracy	yes
Ms. Ryan	yes
Mr. McDowell	yes
Ms. Tousignant Dufour	yes

On a vote of 6-0, the motioned passed.

III. Adjournment

At 6:41 p.m., a motion to adjourn was made by Mr. Maston and seconded by Ms. Tousignant Dufour.

Not Approved

The vote was taken by roll call.

Mr. Maston	yes
Mr. Smith	yes
Mr. Tracy	yes
Ms. Ryan	yes
Mr. McDowell	yes
Ms. Tousignant Dufour	yes

On a vote of 6-0, the motioned passed.

Respectfully submitted,

Michele Tousignant Dufour, Secretary
Hudson School Committee

Report of the Superintendent

- School Closure Updates



HUDSON



PUBLIC SCHOOLS

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

Remote Learning Plan for Extended School Closure

April 2020

Evolution of School Closing

March 16 th	Currently...
Planned to close for 2 weeks	Closure through June 2020
Little guidance from DESE & Federal Govt.	Changing guidance from DESE & Federal Govt.
Began planning for communication Began food distribution plans	Systematic communication plans • SEL, academic, food needs identified
Planned for enrichment activities- based on closure guidelines	Remote learning plans created and started
Services not required if district providing enrichment-based for all students	Guidelines for Special Education /EL services and Team meetings



What is Remote Learning?

Remote learning is not synonymous with online learning. Remote learning can take place in a multitude of ways, including by helping students engage with resources in their everyday lives and in the natural world around them.

Remote learning also provides unique opportunities to further engage students in the arts or interdisciplinary work. Finally, we must be conscious of the effects of increased screen time and seek balance between learning through technology and remote learning that happens offline to support students' curiosity and understanding" (Commissioner Riley, 3/26/20).



Goals for Remote Learning

1. Social emotional connection for students families, and staff. **Physical and Mental Health** of all.
2. Continue to **engage** students in **meaningful learning activities** that are developmentally appropriate and accessible to all learners.
3. Create consistency across grade levels and buildings for **equitable access** for all families.





Key Ideas

- ✘ Each student's situation is unique; each educator's situation is unique
- ✘ We want to be flexible and adaptable
- ✘ Remote learning is very different from classroom learning
- ✘ Focus on access for **all** students
- ✘ We should do the best we can given our circumstances

What is happening for our Hudson Families?

STUDENTS	FAMILIES	STAFF
Worry, anxiety, social isolation	Worry, anxiety, social isolation	Worry, anxiety, social isolation
Developmental / learning needs	Balancing work, children at home, multiple jobs/spouse working from home	Many have children at home/spouse working from home
Special Education / EL	Potential language barrier	Special training / new technology
Access to technology	Access to technology	Access to technology
Home support	Parents are not trained teachers	Physical access to curricular materials
Balancing different teacher expectations	Communication from several teachers	Physical access to students
Space at home / environmental changes	Space at home/ environmental changes	Space at home/ environmental changes
Family member who may be sick	Worries around basic needs	Family member who may be sick
Lost identity	Family member who may be sick	Learning a new way to teach



Our Goals...

1. **Recognize** we are in a time of crisis and may need to use a different approach.
1. Use a **district-wide approach** in order to:
 - Ensure that we can **effectively coordinate support for students** and **ensure access** to the curriculum.
 - **Coordinate** our approach to lessen the burden on educators, special educators, EL teachers and related services to try to adapt to many different ways of doing business.
1. Recognize when it's too much during a very stressful time!

How will we do this?

- ✘ Provide as much flexibility as possible for children, teachers, and families.
- ✘ Provide predictability for children and families.
- ✘ Provide consistency among classrooms to provide safety nets / collaboration for teachers and make the work manageable.
- ✘ Connect students and educators to each other in real time whenever possible.
- ✘ Ensure that we can all sustain this work while we need to work apart.





Expectations for Educators

- Outreach with families
- Answer emails
- Provide feedback to students on work
- Learn digital tools
- Collaborate with colleagues
- Collaborative meetings with School staff (as needed)
- Grade level meetings
- Special Educators/ EL/ Related Service meetings
- Attend 504 and IEP meetings (Regular workday but, with flexibility)

Roles of Special Educator, EL Educator, Counselor, School Psychologist, School Adjustment Counselor, OT, PT, SLPs

- X Participation and engagement with Director/Assistant Director of Student Services regarding Roles of Special Educator, EL Educator, Counselor, School Psychologist, School Adjustment Counselors, OT/PT, SLP, BCBA
- X Support students and families with strategies that support learning and coping at home, focusing on self management and social skills
- X Contact families to assess the needs of students and families and develop a plan of IEP services and modalities to provide to students via remote learning. These remote services may include sending materials/packets/projects to students, modification and accommodation of work, telephonic instruction and communication, videos, consultation with parents.
- X Document remote learning services to students with IEPs, in concert with other providers, and in accordance with telehealth guidelines for their specific discipline

- ✘ Share these plans with the Special Education Coordinators who will memorialize the services in the N1 (Narrative Description of School District Proposal) of the IEP.
- ✘ Special Education Coordinators will reach out to parents to coordinate annual review meetings for IEPs missed and coming up during the school closure to be held remotely.
- ✘ Collaborate with classroom teachers, special educators, other related service staff, and outside providers to work in teams as needed to ensure student access to remote learning.
- ✘ Reach out directly to families to connect them with school and other resources.
- ✘ Community resources/supports as needed.
- ✘ Participate in various grade-level, department, and Team meetings.



Role of Instructional & EL Coaches

- X Attend CPT / faculty / ILT meetings as needed.
- X Collaborate with all elementary grade level teams regarding remote learning plans.
- X Continue to remotely coach all staff.
- X Work with building principals to finalize elementary plans to be submitted.
- X Community resources / support as needed.



Role of Reading and Math Specialists

- ✘ Attend department and school staff department meetings.
- ✘ Provide feedback on remote learning plans to ensure students have equitable access.
- ✘ Collaborate with each other to provide district consistency.
- ✘ Connect with their students as needed to continue to provide support for equitable access to remote learning activities.

Role of Specialists

(Visual Arts, Performing Arts, Wellness/PE)

- X Attend weekly department and school staff meetings.
- X Create discipline specific resources - videos, links, activities - to share with students/core content colleagues.
- X Representatives will also contribute to inter-disciplinary grade-level projects and activities for remote learning plans.



Role of Library/Media Specialists/Technology

- ❖ Attend school staff meetings/ Team meeting.
- ❖ Assist educators with available Remote Learning approved tools including: Digital Presentation Tools, Assistive Technologies, Video Tutorials, K-12 Online Resources, and Safe online Searches, etc.
- ❖ Coordinate with Reading Specialists/Principals to promote reading and reading resources available.
- ❖ Collaborate with Director of Technology to share tools and resources with the Remote Learning Planning Teams.
- ❖ Support Technology needs of the district.



Role of Paraeducators

- X Attend faculty /grade level department meetings as requested.
- X Connect with their Special Education liaison/ regular education teacher on appropriate role with student supports (as requested).
- X Continue to access online courses for professional growth (Master Teacher).





Students who are difficult to engage

- ✘ Explore reasonable and available options for support.
- ✘ Calibrate your expectations for participation and engagement accordingly.
- ✘ Document your attempts to reach out.
- ✘ Enlist support from the student's counselor and building administration.
- ✘ Remember that there are equity challenges we won't be able to fully solve or mitigate to our satisfaction during closure.



Mandated Reporter

If you hear or see something that concerns you...

- ✗ follow the same protocol you would if you were in school.
- ✗ Contact your building administrator immediately with your concerns.
- ✗ If it is an emergency, call 911 or contact the Hudson Police non-emergency line (978) 562-7122.



Legal Aspects

- ❖ District Remote Communication Plan for staff.
- ❖ Disclaimer Statement that must be read at the beginning of a Google Meet with students or instructional video.
- ❖ Signed Google's HIPAA/BAA agreement.
- ❖ MOAs with HEA, HPA, and HSSA.
- ❖ Guidance with changing DESE decisions.



Approved Apps

The following online services are available to all students as part of the District's remote learning opportunities:

- Code.org – online website that supports student learning of computer science <https://code.org/privacy>
- Epic! – Digital library for students 12 and under <https://www.getepic.com/privacy>
- Google Meet – video communication tool that is part of Google's G Suite
- G Suite Tools (Google Docs, Google Slides, Gmail) <https://www.google.com>
- Google Classroom <https://classroom.google.com>
- SeeSaw (Grades K-4) <https://web.seesaw.me/>
- Discovery Education (Grades 5-12) <https://discoveryeducation.com>
- IXL (Grades 5-12) – <https://ixl.com>
- Splash Math (Grades K-4) <https://www.splashlearn.com>
- Amplify (Grades 5-8) <https://amplify.com>
- PBS (Grade PreK-12) <https://mass.pbslearningmedia.org/>
- Other sites the District determines would be beneficial to student learning



School and Department Meetings

- ❖ Weekly Principal meetings with all staff
- ❖ Grade/team/department level meetings
- ❖ DELTA Leadership meetings
- ❖ Weekly principals' meetings
- ❖ Weekly training meetings with school webmasters
- ❖ Weekly Technology Maintenance department meetings on Fridays
- ❖ Weekly Superintendent's Cabinet meetings

Commissioner's Communication

I know that we still have further to go to make remote learning work smoothly for all students, and we are working with various stakeholders to help get public school students the technological resources they need. We want to help you make remote learning as easy and successful as possible.

I view our response to COVID-19 as having four phases:

1. The initial school closures, with a focus on students' and families' immediate needs, such as safety and food;
2. The initial remote learning recommendations, when we did not know how long schools would be closed;
3. The remote learning update that will come later this week, knowing that we will not return to school this school year; and
4. Re-opening school, a process that we hope will happen in the coming months.

April 21, 2020



Currently Working on...

- MCAS - Spring Sessions Cancelled
- DESE to release guidance on Power Standards, Senior's Competency Determination requirement, etc.
- Identification of gap in curriculum by grade level and course
- Report Cards and grading conditions for 3rd and 4th quarters and final grades
- High School transcripts, GPAs, Credits
- Graduation Plans



Currently Working on...

- Prepare for “New Learning” when guidance is received by DESE
- Rolling out G Suite accounts for students in PreK-2
- Chromebook distribution to grades 3 and 4 families
- Secure internet access for families who do not have it
- Monitoring State budget approval by House/Senate/Governor
- Monitoring potential drop in revenue at State and local levels
- Monitoring impact on FY21 District Budget
- Monitoring potential Federal stimulus funds to offset revenue short fall

WE'VE GOT THIS ONE!



SCHOOL CLOSURE TIMELINE

DESE Guidance	Hudson's Plan	Special Education and EL Support
<p>3/16 Schools closed for 3 weeks (until 4/6).</p> <p>DESE recommended enrichment activities to keep students engaged. Not new learning, not for credit, are not mandatory.</p>	<p>3/12 Communication to families regarding Hudson's planned two-week closure.</p> <p>3/17 Coaches and Curriculum Directors created whole school enrichment activities for all grades Pre – K – 12 for the perceived short-term closure.</p> <p>"Our teachers have worked together to create some fun activities to keep your child engaged at home while we are not in school. It is not intended to be new learning. Please feel free to join your child in these activities as a family. The enclosed activities will not be graded, and are not mandatory for your child to complete. Our first priority is for your family to do what you need to do during this extended time off from school".</p> <p>3/23 Family and staff communication sent.</p> <p>3/26, 3/27 Additional information sent to families and staff from district and principals.</p>	<p>3/17 DESE provided a FAQ stating if districts provide enrichment activities to general education students without new learning, special education services would not be required.</p> <p>3/21 USFED issued guidance stating special education services are required during the school closure. DESE took time to pause, meet with stakeholders and write guidance.</p>
<p>3/25 – 3/30 Schools closed until May 4th.</p> <p>DESE recommends Remote Learning Plans.</p> <p><u>Districts and schools must continue to focus on the holistic needs of the educational community</u></p> <p>The safety and well-being of students, families, and staff has been and must continue to be our top priority as an educational community.</p> <p>This crisis disproportionately affects our most vulnerable students in terms of their physical and mental health and also academically. Equity needs to be a top consideration in</p>	<p>3/31 Communication plan and rollout to all families.</p> <p>Meetings with administration team, principals, HEA, teachers throughout this week to ensure a plan to meet the needs of all families in Hudson.</p> <p>4/3 – communication with all families and staff: remote learning.</p> <p>4/1- 4/7 Teachers began contacting families inquiring about the needs of the students including social emotional needs. Each school is maintaining a log of student needs. School psychologists, school counselors, adjustment counselors are reaching out to families about</p>	<p>3/26 DESE held a virtual meeting for special education directors discussing the need for special education services, IEP meetings and timelines. DESE released updated Fact Sheet about Special Education services and COVID-19.</p> <p>3/31 Met with clinicians, special education teachers from our social emotional programs, special education teachers from our autism programs, BCBA, PT, OTs, SLPs and school psychologists to fill in a district resource guide. The guide provides may reference points across Preschool-12th grade in the areas of mental health, behavioral</p>

<p>local planning efforts, especially as districts and schools make plans to manage an extended closure. Maintaining connections between school staff and students is paramount, particularly for the most vulnerable members of our school communities.</p> <p><u>At this time, districts and schools must also work to adopt a remote learning model:</u></p> <ul style="list-style-type: none"> • Nothing can replace the in-person schooling experience, and we should not expect that remote learning can replicate the traditional school day. • At the same time, with school closures now extended, districts, schools, and communities have an obligation to engage students in meaningful and productive learning opportunities through an appropriately structured educational program. <p>Remote learning is not synonymous with online learning.</p> <p>“Remote learning can encompass a wide variety of learning opportunities. While technology can be a supportive tool, districts and schools should also consider ways that student learning can continue offline. This could include exploring the natural world, activities to support students’ local communities (with appropriate social distancing) and engaging hands-on projects and artistic creations that stem from students’ own passions and experiences” (Commissioner Riley).</p> <ul style="list-style-type: none"> o Health, safety, and wellness are our top priorities. o Schools should be mindful of equity concerns and work to reduce the potential disproportionate impact on our most vulnerable populations. o We are committed to maintaining connections between school staff and students and helping all students continue their learning 	<p>their needs and meeting with their individual Principal Advisory Councils/ Teams to discuss students in need. Wayside clinicians also providing supports.</p> <p>4/2 Remote Learning Plan and rollout to all families.</p> <p>Working with teachers, schools created individual remote learning plans that were based on recommendations from DESE and took into consideration developmental needs, internet and device access (or no access), and social-emotional needs.</p> <p>**In conference call with commissioner, it was recommended that plans be created in teams in case some members would be unavailable to contribute based on family or health needs.</p> <p>HHS & QMS– plans were created by department and disseminated via Google Classroom. A reinforcement of skills previously taught was still the focus. Students and teachers at this level had accounts all set up during the school year and the transition was more seamless.</p> <p>Elementary – SPRING themed learning boards were created with input from all grade level teachers based on the above criteria, as well as the standards that were taught up to the date of closure. Decision was made to create these across all three elementary buildings to provide equity and the team approach as recommended by DESE. Activities can be done without computer access and were meant to be open-ended to be repeated as needed. A letter accompanying these newer boards was sent to parents to explain how the boards could be used.</p>	<p>interventions, ways to talk to students about COVID-19 and Social Stories and Additional resources for fine motor, gross motor and language. There are pdfs, YouTube videos and websites so families can access the guide in many ways. Posted to the district website after translation completed.</p> <p>3/31 HPS Student Services participated in training conducted by our special education law firm, Murphy, Hesse, Toomey, and Lehane. The District received guidance for letters and procedures to provide special education services and IEP/504 Team meetings.</p> <p>3/31 – 4/2 Wrote procedures and letters about providing IEP/504 services and Team meetings.</p> <p>4/1 Met with SEPAC to discuss the process of communicating with parents, letter to go to parents, special education teachers and related service providers contacting parents about remote distance learning services, documentation of services and conducting annual IEPs.</p> <p>4/2 Met with HPS principals to share letters and procedures for 504/IEP.</p> <p>4/3 Attended DESE Zoom meeting with special education directors.</p> <p>4/3 Met with Student Services staff about what remote learning entails, how to provide services, IEP meetings and their needs as educators through this unprecedented time.</p> <p>4/6 Wrote letter informing parents of impending services, remote learning and virtual IEP annual reviews with translation of the document, translation of the Parent Letter regarding Virtual Meetings and provided teachers with talking points requested from Friday’s meetings.</p>
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<p>4/3 DESE released guidance for working with English Learners.</p>	<p>4/13-14 All schools open for faculty to retrieve curriculum items for planning remote learning.</p> <p>4/19 Second round of elementary boards and second round of QMS plans created for dissemination the week of 4/27.</p> <p>**In anticipation of an extended closure, planning at all three levels continues with the guidance from DESE continuing to be at the forefront.</p> <p>Planning documents created for dissemination of Chromebooks to grade 3 and 4 families.</p> <p>The district continues to look for ways to support families without internet access.</p> <p>4/22 Survey issued to parents of 3rd and 4th grade students for dissemination of Chromebooks for remote learning access.</p>	<p>4/6 Detailed guideline document created and disseminated to Hudson staff for working with English learners.</p> <p>4/7- 4/8 Sending parent letter about services and virtual meetings via email. Teachers contacting parents regarding services. Begin documenting the services through IEP N1 to be emailed to parents when completed.</p> <p>4/13 Student Services office began contacting parents about meetings.</p> <p>4/17 DESE holds another meeting for special education directors continuing to clarify, encourage districts to do their best to provide remote learning services and IEPs. DESE released letter for districts to send to their parents.</p>
<p>4/20 Governor announces closure of schools for remainder of school year.</p> <p>Awaiting Commissioner's release of guidance for new learning with "Essential Standards" to be covered for the remainder of the school year.</p>	<p>4/14 – 4/24 Planning continues for potential of "new learning" to take place.</p>	<p>4/27 Annual IEP Team meetings to begin this week.</p>

COMMUNICATION PLAN DURING SCHOOL CLOSURE

3/31/20

Equitable District Communication Expectations of General Education, Special Education, Related Service Providers and Administrators with General Education Students, English Learners, and Students With Disabilities to Access the District Educational Resources

Phone	Email	Others Means of Communication
<p>Using the phone, please block your phone number by *67.</p> <p>Telephonic communication is through voice calls only.</p>	<p>Use the <u>district email</u> for any communication with parents by bcc-ing for parent privacy. This means we are not giving every parent each other's email address.</p> <p>Teachers can also email through Aspen.</p>	<p>Other means include Google Meet and US Postal Service. Check the background in the room you are using for any items you do not want families to see.</p>
<p>When possible, set up times to talk with parents ahead of time.</p>	<p>When possible, set up times to talk with parents ahead of time.</p>	<p>When possible, set up times to talk with parents ahead of time.</p>
<p>When you are communicating with a parent who speaks a language other than English, please contact Tiago Duarte at 978-618-2766 or txduarte@hudson.k12.ma.us or Sandra Maiuri at 508-615-7454 or scmaiuri@hudson.k12.ma.us.</p> <p>Please contact the building principal for the Language Line phone number and access code if needed.</p>	<p>When communicating in writing with parents who speak a language other than English, please contact Tiago Duarte (Portuguese) at 978-618-2766 or email at txduarte@hudson.k12.ma.us or Sandra Maiuri (Spanish) at 508-615-7454 or email at scmaiuri@hudson.k12.ma.us.</p> <p>Please contact the building principal for the Language Line phone number and access code if needed.</p> <p>*You can use Google Translate as a last resort, however, please let families know this is being used in case translation is not as accurate if needed- adjust this plan if necessary.</p>	<p>When you are communicating with a parent orally or in writing who speak a language other than English, please contact Tiago Duarte at 978-618-2766 or txduarte@hudson.k12.ma.us or Sandra Maiuri at 508-615-7454 or scmaiuri@hudson.k12.ma.us.</p> <p>Please contact the building principal for the Language Line phone number and access code if needed.</p>
<p>Content of communication is to ensure general education students, English Learners and students with disabilities can access the educational resources (enrichment activities) provided by the district and posted on the District web page. General Education, special education teachers and related service</p>	<p>Content of communication is to ensure general education students, English Learners and students with disabilities can access the educational resources (enrichment activities) provided by the district and posted on the District web page. General Education, special education teachers and related service</p>	<p>Content of communication is to ensure general education students, English Learners and students with disabilities can access the educational resources (enrichment activities) provided by the district and posted on the District web page. General Education, special education teachers and related service</p>

<p>providers would provide parents and students a connection to the District resources. The conversations with parents are focused on accessibility issues related to the enrichment activities and suggestions to access these resources for students.</p> <p>The idea is to coach parents and students through the enrichment activities posted by the District.</p> <p>Enrichment activities are:</p> <ul style="list-style-type: none"> • Not mandatory • Not graded • Do not need to be returned to schools <p>Please listen for increased social emotional and mental health needs that could intensify at this time, inability to access the internet, and food insecurity. Please log and let your principal know if any of these issues are occurring.</p>	<p>providers would provide parents and students a connection to the District resources. The conversations with parents are focused on accessibility issues related to the enrichment activities and suggestions to access these resources for students.</p> <p>The idea is to coach parents and students through the enrichment activities posted by the District.</p> <p>Enrichment activities are:</p> <ul style="list-style-type: none"> • Not mandatory • Not graded • Do not need to be returned to schools <p>Please listen for increased social emotional and mental health needs that could intensify at this time, inability to access the internet, and food insecurity. Please log and let your principal know if any of these issues are occurring.</p>	<p>providers would provide parents and students a connection to the District resources. The conversations with parents are focused on accessibility issues related to the enrichment activities and suggestions to access these resources for students.</p> <p>The idea is to coach parents and students through the enrichment activities posted by the District.</p> <p>Enrichment activities are:</p> <ul style="list-style-type: none"> • Not mandatory • Not graded • Do not need to be returned to schools. <p>Please listen for increased social emotional and mental health needs that could intensify at this time, inability to access the internet, and food insecurity. Please log and let your principal know if any of these issues are occurring.</p>
<p>Content of Communication is NOT:</p> <ul style="list-style-type: none"> • New learning opportunities • about credits • making up school days special education services • personal opinions about COVID-19 • IEP process, timelines, re-evaluations, etc. <p>If parents have questions about these IEP services and timelines, reach out to the Special Education Coordinator who will contact the parent.</p>	<p>Content of Communication is NOT:</p> <ul style="list-style-type: none"> • New learning opportunities • about credits • making up school days special education services • personal opinions about COVID-19 • IEP process, timelines, re-evaluations, etc. <p>If parents have questions about these IEP services and timelines, reach out to the Special Education Coordinator who will contact the parent.</p>	<p>Content of Communication is NOT:</p> <ul style="list-style-type: none"> • New learning opportunities • about credits • making up school days special education services • personal opinions about COVID-19 • IEP process, timelines, re-evaluations, etc. <p>If parents have questions about these IEP services and timelines, reach out to the Special Education Coordinator who will contact the parent.</p>
<p>Mandated reporters: If parents disclose information that leads the educator to believe a student is being abused or neglected, educators are mandated to report to their building principals. Principals will notify the appropriate personnel to make the call to DCF.</p>	<p>Mandated reporters: If parents disclose information that leads the educator to believe a student is being abused or neglected, educators are mandated to report to their building principals. Principals will notify the appropriate personnel to make the call to DCF.</p>	<p>Mandated reporters: If parents disclose information that leads the educator to believe a student is being abused or neglected, educators are mandated to report to their building principals. Principals will notify the appropriate personnel to make the call to DCF.</p>

<p>Student Services Administrator Contact: If parents have further questions about the process, teachers will contact Alise, Tanya or Denise who will reach out to parents.</p>	<p>Student Services Administrators: If parents have further questions about the process, teachers will contact Alise, Tanya or Denise who will reach out to parents.</p>	<p>Student Services Administrators: If parents have further questions about the process, teachers will contact Alise, Tanya or Denise who will reach out to parents.</p>
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Questions to ask via initial email or during the initial phone conversation:

- How is your child doing during this time?
- Are you and your family able to access the internet?
- How is your child doing with the enrichment activities?
- Would it be helpful for us to send anything to you via mail?
- If your family is eligible, do you know that there is a schedule for food distribution within the town?

Thematic Project-Based Learning Plan

All learning is based on a review of already taught and learned units, lessons, concepts and **focus on reinforcing skills already taught this school year and applying and deepening these skills.**

Remote learning is not synonymous with online learning. Remote learning can take place in a multitude of ways, including by helping students engage with resources in their everyday lives and in the natural world around them. Remote learning also provides unique opportunities to further engage students in the arts or interdisciplinary work. Finally, we must be conscious of the effects of increased screen time and seek balance between learning through technology and remote learning that happens offline to support students' curiosity and understanding.

Remote learning can encompass a wide variety of learning opportunities. While technology can be a supportive tool, districts and schools should also consider ways that student learning can continue offline. This could include exploring the natural world, activities to support students' local communities (with appropriate social distancing), and engaging hands-on projects and artistic creations that stem from students' own passions and experiences.

Examples of remote learning tools include large group video or audio conference calls, 1:1 phone or video calls, email, work packets, projects, reading lists, online learning platforms, and other resources to effectively engage with students. These tools could be used to deliver lessons, provide individual student support, provide resources (including instructional material and student assignments), connect students to each other and the teacher, and provide feedback on student work. Districts and schools should ensure all online learning platforms meet confidentiality and student privacy standards.

Our Work

Each grade level (elementary working across the 3 schools) will work over the next week to provide activities that are connected by a theme for all students to access. Every department will have the ability to add appropriate assignments with appropriate personnel making modifications and accommodations (special education, ELs and related service providers)

Guiding Template

Grade Level Concept/Theme: _____

Project dates:

Staff	Assignments	Expectations of Teacher	Expectations of Student
Special Education Teacher- modifications and accommodations for Students With Disabilities			
EL Teachers- SEI strategies for ELs			
Related Services -PT, OT, SLP- modifications and accommodations for Students With Disabilities			
Technology/Library Media			
Visual Arts			
Performing Arts			
PE/Wellness			
Social Studies			
World Language			
ELA			
Math			
Science			
Clinicians			
School Psych/Adjustment Counselors			
Nurses			

Matters for Discussion

New Business

1. FY20 Budget Forecast

*Hudson Public Schools
FY20 Budget Projection
April 2020*

Fund	FY20 Budget	FY20 Projected	FY20 Balance
Personnel	32,559,245.00	31,480,920.65	1,078,324.36
General Expenses	7,199,490.00	6,436,473.93	763,016.07
Transportation	2,300,000.00	1,827,160.90	472,839.10
	<hr/>		
Total School Expense Budget	42,058,735.00	39,744,555.48	2,314,179.53
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	FY20 Budget	FY20 Projected	FY20 Balance
Town Appropriation			
Personnel	31,103,279.00	31,480,920.65	(377,641.64)
General	6,101,430.00	6,436,473.93	(335,043.93)
Transportation	1,838,594.00	1,827,160.90	11,433.10
	<hr/>		
Total Town Appropriation	39,043,303.00	39,744,555.48	(701,252.47)
	<hr/> <hr/>		

Revenue:

Town Appropriation	39,043,303.00
School Choice Carryover	(905,193.53)
School choice Receipts	500,000.00
Circuit Breaker	1,106,446.00
Total Revenue	<u>39,744,555.48</u>

School Choice Balance June 30, 2019	2,592,651.51
Estimated Income FY20	500,000.00
School Choice Transfer	405,193.53
Projected Spending FY20	(30,000.00)
Projected Food Svs - Deficit	(70,000.00)
Projected School Choice Available June 30, 2020	<u>3,397,845.04</u>

**Hudson Public Schools
Comparison of April to February Projection**

	FY20 Budget	FY20 April Projected	FY20 Projected Balance	FY20 Budget	FY20 February Projected	FY20 Projected Balance	Change February to April
Personnel	32,559,245.00	31,480,920.65	1,078,324.36	32,559,245.00	31,957,759.21	601,485.79	476,838.56
General Expenses	7,199,490.00	6,436,473.93	763,016.07	7,199,490.00	6,846,403.12	353,086.88	409,929.19
Transportation	2,300,000.00	1,827,160.90	472,839.10	2,300,000.00	2,065,547.96	234,452.04	238,387.06
Total School Expense Budget	42,058,735.00	39,744,555.48	2,314,179.53	42,058,735.00	40,869,710.29	1,189,024.71	1,125,154.81

Personnel Changes from Budget to April Projection

Unfilled Positions	224,835.47 *
Leave of Absence	203,435.06 *
Hiring Variances	158,995.96
Subs not Hired in Q4	131,176.37 *
Coaches & Advisors	102,175.17 *
Grant funded Positions	72,174.75
Degree Reclasses	56,528.40
Contracted Services	49,538.60
Retirements	45,000.00
Professional Development	19,669.00 *
Mentors	7,500.00
Other	7,295.58
Total Savings From Budget	1,078,324.36

* Starred Items were impacted by March closing of school

Hudson Public Schools
Changes from Budget April Projection

General Expense Changes from Budget to April Projection	Savings from Budget		Spending over Budget
Building & Grounds	\$ 67,146.79 *	District Technology	\$ (193,918.11)
Copy Center	\$ 28,468.44	Athletics	\$ (20,000.00)
Curr Asst Superintendent	\$ 49,938.92 * PD	Instructional Technology	\$ (6,300.00)
Student Services/Tuitions	\$ 673,499.01 * PD	ELA and Social Studies	\$ (7,200.00)
Finance/Admin Support/Legal	\$ 127,156.97	Visual Arts	\$ (2,400.00)
Curr English Learner ELL	\$ 8,253.70	Performing Arts	\$ (10,000.00)
Superintendent	\$ 36,625.52	Math	\$ (11,000.00)
High School	\$ 21,828.96	Science	\$ (10,000.00)
Other	\$ 14,615.87	World Language	\$ (3,700.00)
Total Savings	<u>\$ 1,027,534.18</u>	Total Over spending	<u>\$ (264,518.11)</u>
Net change Savings from budget	<u>\$ 763,016.07</u>		

Transportation Changes from Budget to April Projection	Savings from Budget	
Transportation in District	\$ 115,732.76 *	Contract paid at reduced rate for April to June & Contract savings
Sped in District	\$ 33,234.73 *	Contract paid at reduced rate for April to June & Contract Savings
Sped out of District	\$ 298,084.39 *	AVC contract paid at 80% April - June & fewer runs
Athletics	\$ 26,474.02 *	Athletics will be reduced for March/Cancelled for April - June
Field trips	\$ 5,990.68 *	All School Field Trips Cancelled
Meal Delivery March - June	\$ (6,677.48) *	Emergency Meal distribution March - June
Net change Savings from budget	<u>\$ 472,839.10</u>	

* Starred Items were impacted by March closing of school

Matters for Discussion

New Business

2. Discussion of High School Grade Calculation and Student Transcript for 2019-2020

Memorandum

To: Marco Rodrigues

From: Jason Medeiros

Date: April 24, 2020

Re: Hudson High School Remote Learning Grading System & Transcript Implications



Hudson High School Remote Learning Grading System & Transcript Implications

What will the Four Terms look like?

- 1) Students will acquire a letter grade for T1, T2, and T3.
- 2) The dates for Term 3 grades will be January 23-March 13.
- 3) Students can make up work for T3 (assignments that had been due before school closure but not yet submitted) up until May 8.
 - If students already submitted make up work and their grade was lowered, they will have the opportunity to resubmit.
 - Otherwise, makeup work will only be used to improve a student's grade.
 - In order to help students manage makeup and remote learning expectations, teachers will prioritize outstanding assignments that help determine mastery of T3 course objectives.
- 4) Students will receive a Pass/Fail (P/F) for T4.
 - In order to earn a "Pass" for T4, students must earn a "Pass" on 70% (7 out of every 10) of their Remote Learning assignments from April 27-June 22 (For seniors, this concludes on May 29).
- 5) There will be no final exams for any class, grades 8-12.

What constitutes a "Pass" on an assignment during remote learning?

- 1) With the support of a common rubric, teachers will evaluate whether or not student performance on remote learning assignments demonstrates proficient understanding of the required skills and concepts. A student will "pass" an assignment by meeting a proficient standard on a majority of an assignment's objectives.
- 2) There will be no late penalties. Teachers will accept work when they receive it. Deadlines we communicate are "pacing guides" that will help students and families manage their time across a workweek.

What if a student was failing a course heading into the extended school closure?

- 1) Similar to makeup work, students will have the opportunity to demonstrate mastery of previously learned skills in T1 & T2.
- 2) Teachers may consider work assigned from April 6-17 (the start of our remote learning), as well as any subsequent remote learning assignments, as evidence of such mastery. Otherwise, teaching

teams will work together to develop benchmark assignments that give students this opportunity. If students complete these assignments and demonstrate proficiency, we will not go back and change a student's letter grade, but we will award the student a "Pass" for the end-of-year grade if they "pass" T3 and T4.

What will the end-of-year grade and transcript look like?¹

- 1) Students will receive a year-end grade that comprises T1-T3 as well as T4.
- 2) T4 will be calculated as follows:
 - A "Pass" will be awarded a score of 95.
 - A "Fail" will be awarded a 60.
 - *Why are we awarding points?*
 - It creates an incentive to participate.
 - It minimizes the potential impact of an "F" for T4 in that a T4 "F" will not determine failure for the year.
- 3) Semester-long courses that started at the beginning of T3 will be marked as either Pass or Fail (P/F) on the transcript. They will not receive a letter grade.
- 4) Students enrolled in AP classes who do not want to participate in the "at home" AP testing platform prepared by the CollegeBoard will be allowed to request a full refund and will not have the course title altered on the HHS transcript.
- 5) There will be no Horace Mann or Honor Roll distinction for T4. T3 grades will be the basis for these honors for the second semester.
- 6) Valedictorian and Salutatorian will be awarded based on GPA through the students' first seven semesters of high school, excluding grades in T3 and T4 in SY19-20.
- 7) For year-long courses, the four terms and mid-term grades will be weighted as follows:
 - T1: 30% T2: 30% Mid-Term: 5% T3: 20% T4: 15%

What if a student faces extenuating circumstances that make remote learning challenging?

We have tried to adopt grading and transcript practices that favor participation in remote learning. We attempt to strike a balance between holding students harmless for the impact of the pandemic on their grades and transcript while also maintaining the integrity of our report cards. We understand that students may face barriers to completing remote learning assignments and will work on a case-by-case basis to accommodate such circumstances.

¹ **References to Changes in the 2019-2020 Student Handbook (Academic Information, p. 4-6):**

- #2 Reflects a change in subsection "Grading Policy" (p. 5-6)
- #4 Reflects a request to waive the requirement to take an AP test for transcript designation in subsection "Grade Point Average and Rank in Class" (p. 5)
- #5 Reflects a change in subsection "Honor Roll Criteria" (p.5)
- #6 Reflects a change in subsection "Valedictorian and Salutatorian" (p. 4), eliminating the 8th and final semester from the GPA calculation for these awards for the class of 2020

Matters for Action

New Business

1. Approval to reschedule Grade 9 Washington D.C. overnight field trip from 4/28/2020-5/2/2020 to 9/29/2020-10/3/2020



Memorandum

To: Marco Rodrigues
From: Jason Medeiros
Date: April 16, 2020
Re: Request to change overnight field trip: 9th Grade Washington D.C. Trip from Spring 2020 to Fall 2020

As a result of this spring's extended school closure, Hudson High School is seeking School Committee approval to move the 9th Grade trip to Washington D.C. into next fall. We have collaborated with our travel company, Hemisphere Travel, to create an opportunity for students to participate in the trip in the fall of 2020 as 10th graders. We are requesting to hold a comparable version of the planned trip for these students to be held from Tuesday, September 29 to Saturday, October 3, 2020.

We polled the families currently enrolled in the trip as to whether they approved to have Hemisphere travel retain their funds in the event a fall trip was approved or to be reimbursed both through Hemisphere and the pre-purchased travel insurance for a significant amount of their investment. Approximately 50 families (60%) of the group expressed interest in the trip.

This trip serves as an opportunity for these students to have their D.C. experience, and it cannot be opened to participants who did not elect to register for this spring's trip. The smaller group will require fewer chaperones, and the trip will be less disruptive to the classes being held at HHS as a result. Also, adding these participants to next spring's cohort would not be feasible because of the added need for chaperones that it would create, as well as the spring trip's proximity to what has historically been the dates for the 10th grade Math MCAS administration. We will still pursue a 9th grade trip in the Spring of 2021. All of these plans would be dependent on the permissibility of travel given the current restrictions to the size of public gatherings. Additionally, all of the current insurance and cancellation provisions families currently have access to will continue to be in effect.

Thank you for your consideration.

A handwritten signature in black ink that reads "Jason Medeiros".

Jason Medeiros

Matters for Action

New Business

2. Approval of contract with Homans Associates in the amount of \$84,138.56 for the parts for the Mulready HVAC Project

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

Funding Source: General Fund – Town Warrant Article

Account Number: 70.9999.15.6.072.3726.7300.5.6.99

Contract for Goods

Company Information

Company Name: Homans Associates

Address: 250 Ballarvale St., Wilmington, MA 01887

Social Security #/ Federal Tax Identification #:

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:

HVAC Parts totaling \$84,138.56 for the Mulready HVAC Project

- ◆ (4) PUHY-P144TNU-A *Y-Series Outdoor Unit*
- ◆ (4) Outdoor Units
- ◆ (4) PKFY-P18NHMU-E2 *Wall-Mounted Indoor Unit*
- ◆ (4) PKFY-P24NKMU-E2 *Wall-Mounted Indoor Unit*
- ◆ (22) Indoor Evaporators
- ◆ (26) PAC-YT53CRAU-J *Simple MA Remote Controller*
- ◆ (26) Remote Controllers
- ◆ (1) AE-200A AE200 *Centralized Controller*
- ◆ (1) SW-BACnet Master
- ◆ (2) Centralized Controllers
- ◆ (26) ASP-MW-UNI *Aspen Uni Voltage Pumps for all High Wall (mini-white)*
- ◆ (8) SGN-1 *Side Snow/Hail Guards (2 pieces)*
- ◆ (4) SGN-3 *Front and Rear Snow/Hil Guards (L modules)*
- ◆ (4) SHN-1 *Snow Hood – Large Module*
- ◆ (4) QSSB48-12 *Quick Sling Super Stand 12” High (VRF)*
- ◆ (46) Accessories
- ◆ (4) PCFY-P24NKMU-ER1 *Ceiling-Suspended Indoor Unit*
- ◆ (4) Indoor Evaporators

Timeline for Shipping: Before 6/30/2020

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

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

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

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

Vendor:

Jim Moran

Signature of Vendor

Date: 04/21/20

Hudson Public Schools

School Business Manager

Date: _____

Superintendent of Schools

Date: _____

Hudson School Committee

Date: _____

SUPPLY/SERVICE PROCUREMENT FORM

 Ch. 30B

 Ch. 149

 CH. 30 §39m

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

Department: HPS Facilities	Date: 4.10.2020	Department Head: <i>Patricia Lunge</i> (signature)
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Detailed Description of Items/Service being purchased (attach additional sheet if necessary):

Mulready School HVAC Project – Purchase of Split-System Equipment

The Town of Hudson seeks to purchase equipment to install a VRF heat pump system in 22 classrooms and 4 hallways at the Joseph L. Mulready Elementary School. The systems have been designed based on a Mitsubishi Diamond System Builder Project. The systems consist of (4) 12 ton VRF Heat Pumps, 208 volts, 3 phase, 60 hertz, (10) 2-ton wall mounted indoor units, (4) 1 1/2-ton wall mounted indoor units, 26 wired remote controllers, (1) centralized controller. System also includes all necessary condensate pumps for indoor evaporators, any required mounting stands for roof mounting of condensing units, hall and show guards for outdoor condensing units.

Bid was posted on the Central Register under Goods & Services. We also hand delivered, and emailed our bid packet to Scott Herdman at BellSimons in Southborough, who did not submit a bid.

We only received the one bid from Homans. We didn't receive any phone calls or emails requesting a bid packet from any other vendors.

Recommended Quote or Bid

Date Quote Received: 3.20.2020	Quote: \$84,138.56
Company Name: Homans Associates	Written <input checked="" type="checkbox"/> Verbal <input type="checkbox"/>
Address: 250 Ballardvale St Wilmington, MA 01887	
Quote Issued By: Michael Gagner	Tel.: 978-988-9692 FAX:
Special Conditions/Notes: Quote # Q-00109-0	

Second Quote or Bid

Date Quote Received: Did not submit bid	Quote: Did not submit bid
Company Name: BellSimons	Written <input type="checkbox"/> Verbal <input type="checkbox"/>
Address: 150 Cordaville Rd # 120 Southborough, MA 01772	
Quote Issued By:	Tel.: (508) 303-9540 FAX:
Special Conditions/Notes:	

Third Quote or Bid

Date Quote Received:	Quote:
Company Name:	Written <input type="checkbox"/> Verbal <input type="checkbox"/>
Address:	
Quote Issued By:	Tel.: FAX:
Special Conditions/Notes:	

Chief Procurement Officer Action

Approved: <i>[Signature]</i>	Date: 4/11/20
Comments:	

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

 Posted

 Central Register

 COMMBUYS

 Website

QUOTATION

250 Ballardvale Street, Wilmington MA 01887

Customer: ALL BIDDERS

Quote Number: Q-00109-0

Attn: Estimating

Quoted By: Michael Gagner

Job Name: Hudson Public Schools

Date: March 20, 2020

Revision: 0

* PLEASE READ ALL NOTES AT BOTTOM OF QUOTE

1) Bid Items with Accessories

Qty	Part Number	Description
4	PUHY-P144TNU-A	Y-Series Outdoor Unit
4	Outdoor Units Total Quantity	
4	PKFY-P18NHMU-E2	Wall-mounted Indoor Unit
18	PKFY-P24NKMU-E2	Wall-mounted Indoor Unit
22	Indoor Evaporators Total Quantity	
26	PAC-YT53CRAU-J	Simple MA Remote Controller
26	Remote Controllers Total Quantity	
1	AE-200A	AE-200 Centralized Controller
1	SW-BACnet Master	BACnet
2	Centralized Controllers Total Quantity	
26	ASP-MW-UNI	ASPEN UNI VOLTAGE PUMPS FOR ALL HIGH WALL (MINI WHITE)
4	SGN-1	Side Snow/Hail Guards (2 pieces)
8	SGN-3	Front and Rear Snow/Hain Guard (L modules)
4	SHN-1	Snow Hood - Large Module
4	QSSB48-12	QUICK SLING SUPER STAND 12" HIGH (VRF)
46	Accessories Total Quantity	

Qty	Part Number	Description
	Total Quantity	
1) Bid Items with Accessories (Taxes not included):		\$79,268.08

2) Additional Add On Items

Qty	Part Number	Description
4	PCFY-P24NKMU-ER1	Ceiling-suspended Indoor Unit
4	Indoor Evaporators Total Quantity	
2) Additional Add On Items (Taxes not included):		\$4,870.48

Bid Total Including Additional Add On Items (Taxes not included):		\$84,138.56
---	--	-------------

* NOTES:

* QUOTE INCLUDES FACTORY AUTHORIZED & SUPERVISED INTEGRATION "ASSISTANCE"

- Homans Associates requires a minimum of 3 weeks notice for scheduling of start-up assistance on City-Multi jobs.
- Start-up assistance DOES NOT include any Extended Warranty Assistance or any form of Commissioning Assistance unless specifically noted in the above ADDITIONAL ITEMS.
- EW-50-A central controller requires use of PC for monitor/operation of systems. (To be provided by others!)
- It is the responsibility of the CONTRACTOR to insure that all counts, components and selections with-in this quotation meet the intent of the project Plans and Specifications.
- All disconnects, secondary drain pans and vibration isolation for all equipment components to be provided by others!
- All Heat Pump condensers "MUST" be installed no less than 12" above grade or roof line for proper operation!
- M & P unit(s) quoted as individual stand alone system(s). Not capable to tie into BMS as quoted. BMS integration not specified.

Customer's Authorized Signature: _____

Date: _____

Terms:

FREIGHT is F.O.B. Factory, unless specified above!

Terms of payment are NET 30 DAYS from date of invoice.

All prices quoted do not include any sales, excise or similar taxes.

The prices quoted shall be firm for a period of 30 days from the date of this quotation.

Matters for Action
New Business

CONSENT AGENDA

3. Approval of Verizon Foundation Matching Gift to David J. Quinn Middle School in the amount of \$750.00
4. Approval of Reclassification of Funds

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:	Verizon Foundation Matching Gift Program
Purpose:	Gift to Hudson Quinn Middle School
Date received:	4/02/2020
Type of Gift:	Corporate
Donation Amount:	\$750.00
Fiscal Admin:	Jeffrey Gaglione
Gift Designation / Purpose:	<p>PURPOSE:</p> <p>The Verizon foundation has an employee, including retiree's, matching gift program where either a direct donation or volunteer hours are the matched by Verizon.</p>
School Designation:	QMS

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. REVISED March 24, 2020 : 20-305 --- Increased award \$381	\$ 310,842.00
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. REVISED March 24, 2020 : --- Increased award \$506	\$ 62,045.00
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. REVISED March 24, 2020 : --- Increased award \$ 2855	\$ 722,675.00
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). REVISED March 24, 2020 : --- Increased award \$35	\$ 47,651.00
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
Corporate	Grant	Competitive	New England Dairy & Food Council -- Fuel Up to Play 60	This grant is a joint grant with Food Services and Athletics supporting Breakfast / Exercise programs at Farley and QMS.	\$ 5,525.00
Corporate	Grant	Competitive	Mass Cultural Council - Big Yellow Bus Grants	We have received three grants, QMS, FAR and FOR, to date for FY20. Each \$250 grant is given to offset transportation field trip costs. Each individual Hudson school can apply per year. Update: Jan.07, 2020 - Additional \$250.00 Grant awarded.	\$ 750.00
State	Grant	Competitive	MA Adult Learning Center (ADL)	The FY20 ADL grant was previously presented to the School Committee this past spring for \$365,595. Earlier this month, we received an additional allocation of \$17,968 for the FY20 grant. Funds will be used to increase teaching and PD hours.	\$ 383,563.00

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

State	Grant	Competitive	MA Treasury Financial Innovation Grant	Now in its 4th year, the Financial Innovation Grant is used to host the Annual Financial Career Fair at Hudson High School.	\$ 2,000.00
Corporate	Grant	Competitive	Hudson Cultural Council	The HCC continues to support Hudson Public Schools and this years allocation is dedication to sponsoring a portion of start-up costs for the Dual Language Program at Farley.	\$ 500.00
Corporate	Grant	Foundation	Community Foundation of North Central Massachusetts	The foundation has awarded HHS an additional \$1500 to be dedicated to the Shine Initiative to continue sponsoring a student wellness team at HHS.	\$ 1,500.00
Corporate	Grant	Foundation	Project Bread, Inc.	The foundation has awarded HHS a grant to support the "Breakfast After The Bell" program and to purchase a Grab n Go Kiosk.	\$ 2,500.00
State	Grant	Competitive	Financial Literacy Planning & Implementation	To expand the HHS Personal finances courses at HHS with added technology, expanded curriculum, instructor training, and student simulation.	\$ 6,124.00
State	Grant	Trust	Civics Teaching and Learning Grant	This grant will expand the Civics Education platform across the district with specific curriculum additions at HHs, QMS and Elementary levels.	\$ 25,333.00
TOTAL GRANTS:					\$ 1,705,773.00

			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	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
Corporate	Foundation	Foundation	Best Buddies / Quinn Home & School	Gift to SEPAC Hudson to support stipend and program costs for Best Buddies program at Quinn Middle School.	\$ 2,000.00
	Foundation	Corporate	Verizon Foundation	Verizon employee's can designate a non-profit to participate in their Employee Engagement program. The proceeds for this check are designated directly to Quinn Middle School.	\$ 750.00
TOTAL GIFTS :					\$ 4,250.00

			FY20 GIFTS FOR HHS SCHOLARSHIPS	HUDSON HIGH SCHOOLS	\$ Gift Amount
Estate	Corporate	Scholarship	The Thomas Hamilton Estate	Additional proceeds from The Thomas Hamilton Estate.	\$ 1,006.50
Memorial	Private	Scholarship	Edward Krysa	Annual memorial scholarship proceeds	\$ 1,000.00
Memorial	Private	Scholarship	Thomas & Myra Ryan Scholarship	Annual memorial scholarship proceeds	\$ 2,000.00
TOTAL SCHOLARSHIPS:					\$ 4,006.50
SCHOOL COMMITTEE PRESENTATIONS GRAND TOTAL:					\$ 1,714,029.50

File: Adjustment Forms (white)

Posting Date:

Batch/Block :

FY20

PAYMENT Adjustment Request

Date: Tuesday, April 28, 2020

To: Ruffan Zhang, Assistant Finance Director

From: School Department

Please record the following payment adjustment (s):

<i>Payment Adjustment Number 1</i>	From:	<u>Account Number</u> <u>1282</u>	<u>Account Description</u> <u>Contracted Services</u>	\$ <u>(5,213.25)</u>	Amount
	To:	<u>Account Number</u> <u>3702</u>	<u>Account Description</u> <u>PR GR 20-290 CSHS</u>		\$ <u>5,213.25</u>

<i>Payment Adjustment Number 2</i>	From:	<u>Account Number</u> <u>515</u>	<u>Account Description</u> <u>PR SubNurses</u>	\$ <u>(6,786.75)</u>	
	To:	<u>Account Number</u> <u>3702</u>	<u>Account Description</u> <u>PR GR 20-290 CSHS</u>		\$ <u>6,786.75</u>

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

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

Page 4/21/20

Page Total : \$ (12,000.00) \$ 12,000.00

Authorized Signature

Prepared by: *Sharon J. Gooch-Zebal*

Authorized Signature(s):

Reason for reclassification:

To reclassify Nurse Subs from Payroll and Contracted Services to the FY20 CSHS 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.

SUB-NURSING TO # 3702 CSHS GRANT

Ledger History - Detail - Expenditure Ledger

Tran. Name	Comment	Payee	Beginning	Debit	Credit	Ending
Account: 0515-101-3050-515-032	NURSES SUBSTITUTES		0.00	10,436.25	8,500.00	-1,936.25
	Block/Batch:	Posted: 07/01/2019		0.00	8,500.00	8,500.00
		By: rzhang				
Tran. Type: Beginning Balance						
Post FY20 School						
Warrant: 2011PR	Block/Batch: 2011PR/2011PR	Posted: 09/12/2019		1,380.00	0.00	8,500.00
Tran. Type: Payable		By: rzhang				
2011PR		Payroll				
Warrant: 2013PR	Block/Batch: 2013PR/2013PR	Posted: 09/26/2019		258.75	0.00	7,120.00
Tran. Type: Payable		By: rzhang				
2013PR		Payroll				
Warrant: 2015PR	Block/Batch: 2015PR/2015PR	Posted: 10/10/2019		258.75	0.00	6,861.25
Tran. Type: Payable		By: rzhang				
2015PR		Payroll				
Warrant: 2017PR	Block/Batch: 2017PR/2017PR	Posted: 10/24/2019		603.75	0.00	5,653.75
Tran. Type: Payable		By: rzhang				
2017PR		Payroll				
Warrant: 2019PR	Block/Batch: 2019PR/2019PR	Posted: 11/07/2019		603.75	0.00	5,050.00
Tran. Type: Payable		By: rzhang				
2019PR		Payroll				
Warrant: 2021PR	Block/Batch: 2021PR/2021PR	Posted: 11/21/2019		603.75	0.00	4,446.25
Tran. Type: Payable		By: rzhang				
2021PR		Payroll				
Warrant: 2023PR	Block/Batch: 2023PR/2023PR	Posted: 12/05/2019		1,897.50	0.00	2,548.75
Tran. Type: Payable		By: rzhang				
2023PR		Payroll				
Warrant: 2027PR	Block/Batch: 2027PR/2027PR	Posted: 01/02/2020		1,121.25	0.00	1,427.50
Tran. Type: Payable		By: rzhang				
2027PR		Payroll				
Warrant: 2029PR	Block/Batch: 2029PR/2029PR	Posted: 01/16/2020		345.00	0.00	1,082.50
Tran. Type: Payable		By: rzhang				
2029PR		Payroll				
Warrant: 2031PR	Block/Batch: 2031PR/2031PR	Posted: 01/30/2020		172.50	0.00	910.00
Tran. Type: Payable		By: rzhang				
2031PR		Payroll				
Warrant: 2033PR	Block/Batch: 2033PR/2033PR	Posted: 02/13/2020		862.50	0.00	47.50
Tran. Type: Payable		By: rzhang				
2033PR		Payroll				
Warrant: 2033PR	Block/Batch: 2033PR/2033PR	Posted: 02/13/2020		862.50	0.00	-815.00
Tran. Type: Payable		By: rzhang				
2033PR		Payroll				
Warrant: 2033PR	Block/Batch: 2033PR/2033PR	Posted: 02/13/2020		862.50	0.00	-815.00
Tran. Type: Payable		By: rzhang				
2033PR		Payroll				

Parameters: Fiscal Year: 2020 Start Date: 7/1/2019 end: 6/30/2020

Ledger History - Detail - Expenditure Ledger

Account	Tran. Name	Comment	Payee	Summary:	Beginning	Debit	Credit	Ending
0515-101-3050-5115-032		NURSES SUBSTITUTES			0.00	10,436.25	8,500.00	-1,936.25
Warrant: 2035PR		Block/Batch: 2035PR/2035PR	Posted: 02/27/2020			862.50	0.00	-1,677.50
Tran. Type: Payable			By: rzhang					
2035PR			Payroll			862.50	0.00	-1,677.50
Warrant: 2039PR		Block/Batch: 2039PR/2039PR	Posted: 03/26/2020			258.75	0.00	-1,936.25
Tran. Type: Payable			By: rzhang					
2039PR			Payroll			258.75	0.00	-1,936.25
1 Account(s) totaling:					0.00	10,436.25	8,500.00	-1,936.25

Ledger History - Detail - Expenditure Ledger

Tran. Name	Comment	Payee	Beginning	Debit	Credit	Ending
Account: 1282-101-3058-5317-089						
CONTRACTED SERVICES						
114		ERLANDSON SELMA R	0.00	392,170.58	531,467.01	139,296.43
Warrant: 2020-14	Block/Batch: 20/14	Posted: 10/01/2019		98.00	0.00	500,388.61
By: rtrocki						
Tran. Type: Payable		UMASS MEDICAL SCHOOL		282.66	0.00	500,105.95
WSBC-DS-00529		QUABBIN VALLEY EDUCA		3,500.00	0.00	496,605.95
S19-055		MAPA TRANSLATIONS INC		80.00	0.00	496,525.95
2019-940		COSTA LUCIANE		1,375.00	0.00	495,150.95
78		MATOS JORGE		150.00	0.00	495,000.95
T201909002		POLANCO SOLANGEL		56.00	0.00	494,944.95
TRANSLATION 9/		UMASS MEDICAL SCHOOL		5,983.72	0.00	488,961.23
WSBC-AC-00145		UMASS MEDICAL SCHOOL		2,291.77	0.00	486,669.46
WSBC-AD-00462		Posted: 10/01/2019		738.75	0.00	485,930.71
Warrant: 2020-14	Block/Batch: 22/14	By: rtrocki				
Tran. Type: Payable		BULLOCK NJRSNG SERVI		267.75	0.00	486,401.71
16299		RCS BEHAVIORAL & EDUC		278.00	0.00	486,123.71
BT07312019		ECA-ACKERMAN JHONNY		193.00	0.00	485,930.71
8/28, 8/29, 8/30, 9/		Posted: 10/08/2019		17,012.70	0.00	468,918.01
Warrant: 2020-15	Block/Batch: 22/15	By: rtrocki				
Tran. Type: Payable		SUNBELT STAFFING		2,000.20	0.00	483,930.51
10801158		ADLER ELIZABETH A		172.50	0.00	483,758.01
408		ERLANDSON SELMA R		42.00	0.00	483,716.01
115		FRONTLINE TECHNOLOGI		3,064.64	0.00	480,651.37
INVESP7778		COSTA LUCIANE		900.00	0.00	479,751.37
79		SUNBELT STAFFING		1,856.00	0.00	477,895.37
10801164		EI US LLC		611.80	0.00	477,283.57
INV37799		SUNBELT STAFFING		2,128.00	0.00	475,155.57
10801157		SUNBELT STAFFING		2,169.81	0.00	472,985.76
10801156		RCS BEHAVIORAL & EDUC		139.00	0.00	472,846.76
BT08312019		SUNBELT STAFFING		1,960.00	0.00	470,886.76
10801161		SUNBELT STAFFING		1,968.75	0.00	468,918.01
10801159		Posted: 10/15/2019		2,069.42	0.00	466,848.59
Warrant: 2020-16	Block/Batch: 13/16	By: rtrocki				
Tran. Type: Payable		BULLOCK NJRSNG SERVI		441.00	0.00	468,477.01
16331		BULLOCK NJRSNG SERVI		315.00	0.00	468,162.01
16331		BULLOCK NJRSNG SERVI		393.75	0.00	467,768.26
16331		UMASS MEMORIAL MEDIC		541.67	0.00	467,226.59

Parameters: Fiscal Year: 2020 Start Date: 7/1/2019 end: 6/30/2020

Ledger History - Detail - Expenditure Ledger

Tran. Name	Tran. Type	Tran. Name	Tran. Type	Comment	Payee	Summary	Beginning	Debit	Credit	Ending
Account: 1282-101-3058-5317-089				CONTRACTED SERVICES			0.00	392,170.58	531,467.01	139,296.43
		16331			BULLOCK NURSING SERVI			378.00	0.00	466,848.59
Warrant: 2020-16	Payable			Block/Batch: 25/16	Posted: 10/15/2019			1,367.50	0.00	465,481.09
		7924322			By: rtrocki					
		16361			LINDAMOOD BELL LEARNI			895.00	0.00	465,953.59
		16361			BULLOCK NURSING SERVI			173.25	0.00	465,780.34
Warrant: 2020-17	Payable			Block/Batch: 9/17	Posted: 10/22/2019			299.25	0.00	465,481.09
		10817488			By: rtrocki					
		10817524			SUNBELT STAFFING			1,740.00	0.00	463,741.09
		10817536			SUNBELT STAFFING			1,685.10	0.00	462,055.99
		2270			SUNBELT STAFFING			1,828.13	0.00	460,227.86
		10817498			GUETHS MAGALI			731.25	0.00	459,496.61
		10817520			SUNBELT STAFFING			1,680.00	0.00	457,816.61
		10817523			SUNBELT STAFFING			1,558.19	0.00	456,258.42
Warrant: 2020-17	Payable			Block/Batch: 20/17	Posted: 10/22/2019			1,960.00	0.00	454,298.42
		10835880			By: rtrocki			14,929.47	0.00	439,368.95
		10835881			SUNBELT STAFFING			1,370.00	0.00	452,928.42
		10835879			SUNBELT STAFFING			1,828.13	0.00	451,100.29
		10835877			SUNBELT STAFFING			1,750.00	0.00	449,350.29
		10835869			SUNBELT STAFFING			1,965.94	0.00	447,384.35
		10835841			SUNBELT STAFFING			1,740.00	0.00	445,644.35
		10689822			SUNBELT STAFFING			1,960.00	0.00	443,684.35
		13086			SUNBELT STAFFING			320.00	0.00	443,364.35
		AUG/SEP VISION			ELY CENTER LLC			3,061.64	0.00	440,302.71
		TRANSLATION 10			COLOMBO SHARON			905.76	0.00	439,396.95
Warrant: 2020-17	Payable			Block/Batch: 22/17	Posted: 10/22/2019			28.00	0.00	439,368.95
		02			By: rtrocki			1,461.00	0.00	437,907.95
		INTERPRETING S			REED ADRIANE			28.00	0.00	439,340.95
		TRANSLATION A			CHAVES LILIANA			475.00	0.00	438,865.95
		TRANSLATION S			WELLINGTON OLAYNE			84.00	0.00	438,781.95
		TRANSLATION S			WELLINGTON OLAYNE			694.00	0.00	438,087.95
Warrant: 2020-18	Payable			Block/Batch: 23/18	Posted: 10/29/2019			180.00	0.00	437,907.95
					By: rtrocki			10,417.88	0.00	427,490.07
					CHILDERS JUI-FEI					

Parameters: Fiscal Year: 2020 Start Date: 7/1/2019 end: 6/30/2020

Ledger History - Detail - Expenditure Ledger

Tran. Name	Comment	Payee	Summary:	Beginning	Debit	Credit	Ending
Account: 1282-101-3058-5317-089	CONTRACTED SERVICES			0.00	392,170.58	531,467.01	139,296.43
2019-1116							
Warrant: 2020-20	Block/Batch: 29/30	MAPA TRANSLATIONS INC			275.00	0.00	388,265.74
Tran. Type: Payable		BURKE RAQUEL			28.00	0.00	388,237.74
INTERPRET 5/23		Posted: 11/12/2019			1,123.42	0.00	387,114.32
By: rtrocki							
HPS T201910004		MATOS ROSARIO JORGE			125.00	0.00	388,112.74
OCT MEDICAL S		UMASS MEMORIAL MEDIC			541.67	0.00	387,571.07
16474		BULLOCK NURSING SERVI			456.75	0.00	387,114.32
Warrant: 2020-21	Block/Batch: 17/21	Posted: 11/19/2019			4,306.46	0.00	382,807.86
Tran. Type: Payable		By: rtrocki					
OCT CONSULTS		COLOMBO SHARON			388.50	0.00	386,725.82
TESTING 10/24/1		FAJNZYLBER MARCEL			1,600.00	0.00	385,125.82
INVEP7946		FRONTLINE TECHNOLOGI			2,317.96	0.00	382,807.86
Warrant: 2020-21	Block/Batch: 18/21	Posted: 11/19/2019			6,250.52	0.00	376,557.34
Tran. Type: Payable		By: rtrocki					
TRANSLATION 11		ALLENDES RENATA			300.00	0.00	382,507.86
13192		ELY CENTER LLC			3,265.52	0.00	379,242.34
101		SPEECH & LANGUAGE SP			1,725.00	0.00	377,517.34
11/1/19 TRANSLA		CHILDERS JUI-FEI			780.00	0.00	376,737.34
2019-1123		MAPA TRANSLATIONS INC			180.00	0.00	376,557.34
Warrant: 2020-21	Block/Batch: 20/21	Posted: 11/19/2019			5,012.00	0.00	371,545.34
Tran. Type: Payable		By: rtrocki					
CUS0199045		CRISIS PREVENTION INST			3,570.00	0.00	372,987.34
CUS0205659		CRISIS PREVENTION INST			560.00	0.00	372,427.34
16503		BULLOCK NURSING SERVI			441.00	0.00	371,986.34
16503		BULLOCK NURSING SERVI			441.00	0.00	371,545.34
Warrant: 2020-22	Block/Batch: 29/22	Posted: 11/26/2019			4,092.75	0.00	367,452.59
Tran. Type: Payable		By: rtrocki					
S19-069		QUABBIN VALLEY EDUCA			3,062.50	0.00	368,482.84
119		ERLANDSON SELMA R			224.00	0.00	368,258.84
2277		GUETHS MAGALI			806.25	0.00	367,452.59
Warrant: 2020-22	Block/Batch: 36/22	Posted: 11/26/2019			20,110.30	0.00	347,342.29
Tran. Type: Payable		By: rtrocki					
10903535		SUNBELT STAFFING			1,377.50	0.00	366,075.09
10921199		SUNBELT STAFFING			1,580.50	0.00	364,494.59
10921197		SUNBELT STAFFING			1,701.56	0.00	362,793.03
10921196		SUNBELT STAFFING			1,561.80	0.00	361,231.23

Parameters: Fiscal Year: 2020 Start Date: 7/1/2019 end: 6/30/2020

Ledger History - Detail - Expenditure Ledger

Tran. Name	Comment	Payee	Summary:	Beginning	Debit	Credit	Ending
Account: 1282-101-3058-5317-089 CONTRACTED SERVICES							
10/17/19		LAHAYE LESLIE		0.00	392,170.58	531,467.01	139,296.43
11/19/19		DEOLIVEIRA BETTENCOUR			50.00	0.00	327,037.50
11/13/19		MARONI LISA			37.50	0.00	327,000.00
11/14/19		MARONI LISA			28.00	0.00	326,972.00
11/18/19		MARONI LISA			56.00	0.00	326,916.00
120		MARONI LISA			98.00	0.00	326,818.00
11/5/19 & 11/14/1		ERLANDSON SELMA R			98.00	0.00	326,720.00
11/4/19		REED ADRIANE			112.00	0.00	326,608.00
TRANSLATION 10		LOWDEN ALICIA			28.00	0.00	326,580.00
Warrant: 2020-25	Block/Batch: 11/25	ARAUJO JUNIA			50.00	0.00	326,530.00
Tran. Type: Payable		Posted: 12/17/2019			409.50	0.00	326,120.50
16590		By: rtrocki					
Warrant: 2020-26	Block/Batch: 17/26	BULLOCK NURSING SERVI			409.50	0.00	326,120.50
Tran. Type: Payable		Posted: 12/24/2019			3,910.92	0.00	322,209.58
13294		By: rzhang					
12		ELY CENTER LLC			2,317.89	0.00	323,802.61
12		ALBUQUERQUE ELIENE			42.00	0.00	323,760.61
4702725		ALBUQUERQUE ELIENE			42.00	0.00	323,718.61
INTERPRET 10/2		LANGUAGE LINE SERVICE			487.28	0.00	323,231.33
2283		LELIS JULIENE			28.00	0.00	323,203.33
Warrant: 2020-26	Block/Batch: 18/26	GUETHS MAGALI			993.75	0.00	322,209.58
Tran. Type: Payable		Posted: 12/24/2019			3,938.88	0.00	318,270.70
10970607		By: rzhang					
HPS T201912001		SUNBELT STAFFING			685.00	0.00	321,524.58
INTERPRET 11/1		MATOS ROSARIO JORGE			200.00	0.00	321,324.58
10970608		WADE ALEXANDRA			28.00	0.00	321,296.58
10970594		SUNBELT STAFFING			787.50	0.00	320,509.08
10970592		SUNBELT STAFFING			756.00	0.00	319,753.08
10970643		SUNBELT STAFFING			786.38	0.00	318,966.70
Warrant: 2020-26	Block/Batch: 37/26	SUNBELT STAFFING			696.00	0.00	318,270.70
Tran. Type: Payable		Posted: 12/24/2019			10,320.60	0.00	307,950.10
2019		By: rzhang					
DEC TRANSLATI		ARAUJO JUNIA			125.00	0.00	318,145.70
12/5/19 TRANSLA		CHAVES LILIANA			1,075.00	0.00	317,070.70
123		REED ADRIANE			56.00	0.00	317,014.70
10/29/19		ERLANDSON SELMA R			70.00	0.00	316,944.70
		GOUVEA MONIQUE			28.00	0.00	316,916.70

Parameters: Fiscal Year: 2020 Start Date: 7/1/2019 end: 6/30/2020

Ledger History - Detail - Expenditure Ledger

Tran. Name	Comment	Payee	Summary:	Beginning	Debit	Credit	Ending
Account: 1282-101-3058-5317-089	CONTRACTED SERVICES			0.00	392,170.58	531,467.01	139,296.43
200577		ASSABET VALLEY COLLA			422.57	0.00	265,638.58
200583		ASSABET VALLEY COLLA			238.38	0.00	265,400.20
BT12312019		RCS BEHAVIORAL & EDJUC			139.00	0.00	265,261.20
Warrant: 2020-32	Block/Batch: 23/32	Posted: 02/04/2020			9,942.70	0.00	255,318.50
Tran. Type: Payable		By: rtrocki					
127		ERLANDSON SELMA R			252.00	0.00	265,009.20
128		ERLANDSON SELMA R			70.00	0.00	264,939.20
INTERPRET 1/15/		LELIS JULIENE			56.00	0.00	264,883.20
INTERPRE 1/7/20		BURKE RAQUEL			28.00	0.00	264,855.20
INTERPRET 1/8/2		BURKE RAQUEL			28.00	0.00	264,827.20
16797		BULLOCK NURSING SERVI			441.00	0.00	264,386.20
INTERPRET 1/10/		SEYRAL ANAMARIA			28.00	0.00	264,358.20
INV47197		EI US LLC			749.49	0.00	263,608.71
INV47198		EI US LLC			321.21	0.00	263,287.50
INV DATE 1/15/20		CHAVES LILIANA			850.00	0.00	262,437.50
11064569		SUNBELT STAFFING			1,400.00	0.00	261,037.50
11064571		SUNBELT STAFFING			1,968.75	0.00	259,068.75
11064652		SUNBELT STAFFING			1,991.25	0.00	257,077.50
7696114800/LOP		CHILDRENS HOSPITAL			172.00	0.00	256,905.50
7696114800/LOP		CHILDRENS HOSPITAL			42.00	0.00	256,863.50
83		COSTA LUCIANE			1,425.00	0.00	255,438.50
5456		CENTER FOR HEALTH IMP			120.00	0.00	255,318.50
Warrant: 2020-21	Block/Batch: 18/21	Posted: 02/11/2020			0.00	180.00	255,498.50
Tran. Type: Payable Reversal		By: rtrocki					
2019-1123	Payable reversal due to voided check	MAPA TRANSLATIONS INC			0.00	180.00	255,498.50
Warrant: 2020-33	Block/Batch: 31/33	Posted: 02/11/2020			541.67	0.00	254,956.83
Tran. Type: Payable		By: rtrocki					
JANUARY SERVI		UMASS MEMORIAL MEDIC			541.67	0.00	254,956.83
Warrant: 2020-33	Block/Batch: 33/33	Posted: 02/11/2020			756.00	0.00	254,200.83
Tran. Type: Payable		By: rtrocki					
16825		BULLOCK NURSING SERVI			756.00	0.00	254,200.83
Warrant: 2020-33	Block/Batch: 34/33	Posted: 02/11/2020			4,264.25	0.00	249,936.58
Tran. Type: Payable		By: rtrocki					
JAN VISION SVC		COLOMBO SHARON			1,026.75	0.00	253,174.08
S20-009		QUABBIN VALLEY EDUCA			3,237.50	0.00	249,936.58

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

FY20

PAYMENT Adjustment Request

Date: Tuesday, April 28, 2020
To: Rulfan Zhang, Assistant Finance Director
From: School Department

Please record the following payment adjustment (s):

Payment Adjustment Number	From:	Account Number	Account Description	Amount	Amount
Number 1	From:	<u>562</u>	<u>Telephones</u>	<u>\$ (770.62)</u>	
	To:	<u>3702</u>	<u>CSHS Nursing Grant</u>		<u>\$ 770.62</u>
Number 2	From:	<u></u>	<u></u>	<u>\$ 0.00</u>	
	To:	<u></u>	<u></u>		<u>\$</u>
Number 3	From:	<u></u>	<u></u>	<u>\$ 0.00</u>	
	To:	<u></u>	<u></u>		<u>\$</u>
Number 4	From:	<u></u>	<u></u>	<u>\$ 0.00</u>	
	To:	<u></u>	<u></u>		<u>\$</u>
				Page Total :	<u>\$ (770.62) \$ 770.62</u>

Page 4/21/20

Authorized Signature

Prepared by: Sharon J. Gooch-Zebal

Authorized Signature(s):

Reason for reclassification:
To reclassify Nursing cell phones from District to CSHS Nursing 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.

Ledger History - Detail - Expenditure Ledger

Tran. Name	Comment	Payee	Beginning	Debit	Credit	Ending
Account: 0562-101-3058-5341-098	TELEPHONES					
	Block/Batch:	Posted: 07/01/2019	Summary:			
Tran. Type: Beginning Balance		By: r Zhang	0.00		43,000.00	13,673.61
Post FY20 School				29,326.39	43,000.00	43,000.00
Warrant: 2020-04	Block/Batch: 15/04	Posted: 07/23/2019		0.00		
Tran. Type: Payable		By: rtrocki				
66433495/JUN				14.64	0.00	43,000.00
Warrant: 2020-04	Block/Batch: 17/04	Posted: 07/23/2019		14.64	0.00	42,985.36
Tran. Type: Payable		By: rtrocki		50.04	0.00	42,935.32
978568137789500				50.04	0.00	42,935.32
Warrant: 2020-05	Block/Batch: 20/05	Posted: 07/30/2019		2,046.59	0.00	40,888.73
Tran. Type: Payable		By: rtrocki				
28140293500001/				2,046.59	0.00	40,888.73
Warrant: 2020-07	Block/Batch: 31/07	Posted: 08/13/2019		1,320.61	0.00	39,568.12
Tran. Type: Payable		By: rtrocki				
9785676100/JUL				1,320.61	0.00	39,568.12
Warrant: 2020-10	Block/Batch: 20/10	Posted: 09/03/2019		1,370.08	0.00	38,198.04
Tran. Type: Payable		By: rtrocki				
978567610052400				1,318.24	0.00	38,249.88
Warrant: 2020-12	Block/Batch: 16/12	Posted: 09/17/2019		51.84	0.00	38,198.04
Tran. Type: Payable		By: rtrocki		89.92	0.00	38,108.12
66900529				89.92	0.00	38,108.12
74927314						
Warrant: 2020-13	Block/Batch: 28/13	Posted: 09/24/2019		122.54	0.00	37,985.58
Tran. Type: Payable		By: rtrocki				
978568137789500				18.16	0.00	38,184.64
Warrant: 2020-13	Block/Batch: 28/13	Posted: 09/24/2019		18.68	0.00	38,165.96
Tran. Type: Payable		By: rtrocki		57.84	0.00	38,108.12
459543669767				57.84	0.00	38,108.12
459837984834						
575554359358						
Warrant: 2020-13	Block/Batch: 29/13	Posted: 09/24/2019		1,920.99	0.00	36,064.59
Tran. Type: Payable		By: rtrocki				
28140293500001/				18.16	0.00	38,089.96
Warrant: 2020-14	Block/Batch: 19/14	Posted: 10/01/2019		20.44	0.00	38,069.52
Tran. Type: Payable		By: rtrocki		83.94	0.00	37,985.58
978567610052400				83.94	0.00	37,985.58
Warrant: 2020-14	Block/Batch: 19/14	Posted: 10/01/2019		1,473.21	0.00	36,064.59
Tran. Type: Payable		By: rtrocki				
978567610052400				1,473.21	0.00	36,064.59
				1,473.21	0.00	34,591.38
				1,473.21	0.00	34,591.38

Ledger History - Detail - Expenditure Ledger

Account:	Tran. Name	Comment	Payee	Beginning	Debit	Credit	Ending
0562-101-3058-5341-098		TELEPHONES		0.00	29,326.39	43,000.00	13,673.61
Warrant: 2020-17	2020-17	Block/Batch: 11/17	Posted: 10/22/2019		46.04	0.00	34,545.34
Tran. Type: Payable			By: rtrocki				
	978568137789500		VERIZON		46.04	0.00	34,545.34
Warrant: 2020-17	2020-17	Block/Batch: 20/17	Posted: 10/22/2019		28.72	0.00	34,516.62
Tran. Type: Payable			By: rtrocki				
	61393356		VERIZON BUSINESS		28.72	0.00	34,516.62
Warrant: 2020-17	2020-17	Block/Batch: 21/17	Posted: 10/22/2019		89.35	0.00	34,427.27
Tran. Type: Payable			By: rtrocki				
	895879546994		SYNCHRONY BANK/AMAZ		45.50	0.00	34,471.12
	895879546994		SYNCHRONY BANK/AMAZ		11.99	0.00	34,459.13
	983634758934		SYNCHRONY BANK/AMAZ		5.99	0.00	34,453.14
	995988535386		SYNCHRONY BANK/AMAZ		25.87	0.00	34,427.27
Warrant: 2020-18	2020-18	Block/Batch: 26/18	Posted: 10/29/2019		1,640.68	0.00	32,786.59
Tran. Type: Payable			By: rtrocki				
	9839789801		VERIZON WIRELESS		1,640.68	0.00	32,786.59
Warrant: 2020-19	2020-19	Block/Batch: 17/19	Posted: 11/05/2019		1,488.90	0.00	31,297.69
Tran. Type: Payable			By: rtrocki				
	978567610052400		VERIZON		1,488.90	0.00	31,297.69
Warrant: 2020-24	2020-24	Block/Batch: 30/24	Posted: 11/10/2019		1,477.48	0.00	29,820.21
Tran. Type: Payable			By: rtrocki				
	978567610052400		VERIZON		1,477.48	0.00	29,820.21
Warrant: 2020-22	2020-22	Block/Batch: 29/22	Posted: 11/26/2019		78.78	0.00	29,741.43
Tran. Type: Payable			By: rtrocki				
	978568137789500		VERIZON		51.85	0.00	29,768.36
	61859973		VERIZON BUSINESS		26.93	0.00	29,741.43
Warrant: 2020-26	2020-26	Block/Batch: 2020.06/PADJ-2020-026	Posted: 12/03/2019		1,299.11	0.00	28,442.32
Tran. Type: Journal Entry			By: rzhang				
	2473	Journal Entry	Verizon Wireless		1,299.11	0.00	28,442.32
Warrant: 2020-23	2020-23	To reclassify PO200496 from 0537 to 0562	Posted: 12/03/2019		1,744.38	0.00	26,697.94
Tran. Type: Payable			By: rtrocki				
	9841835507		VERIZON WIRELESS		1,744.38	0.00	26,697.94
Warrant: 2020-26	2020-26	Block/Batch: 21/26	Posted: 12/24/2019		29.98	0.00	26,667.96
Tran. Type: Payable			By: rzhang				
	439433965956		SYNCHRONY BANK/AMAZ		29.98	0.00	26,667.96
Warrant: 2020-26	2020-26	Block/Batch: 28/26	Posted: 12/24/2019		1,977.51	0.00	24,690.45
Tran. Type: Payable			By: rzhang				

Ledger History - Detail - Expenditure Ledger

Account	Tran. Name	Comment	Payee	Summary	Beginning	Debit	Credit	Ending
0562-101-3058-5341-098		TELEPHONES			0.00	29,326.39	43,000.00	13,673.61
	9843903508		VERIZON WIRELESS			1,826.55	0.00	24,841.41
	62326660		VERIZON BUSINESS			19.21	0.00	24,822.20
	978568137789500		VERIZON			52.04	0.00	24,770.16
	9843903508		VERIZON WIRELESS			79.71	0.00	24,690.45
	Warrant: 2020-28	Block/Batch: 10/28	Posted: 01/07/2020			1,424.00	0.00	23,266.45
	Tran. Type: Payable		By: rtrocki					
	978567610052400		VERIZON			1,424.00	0.00	23,266.45
	Warrant: 2020-30	Block/Batch: 13/30	Posted: 01/21/2020			65.12	0.00	23,201.33
	Tran. Type: Payable		By: rtrocki					
	62793978		VERIZON BUSINESS			13.16	0.00	23,253.29
	978568137789500		VERIZON			51.96	0.00	23,201.33
	Warrant: 2020-31	Block/Batch: 29/31	Posted: 01/28/2020			1,726.75	0.00	21,474.58
	Tran. Type: Payable		By: rtrocki					
	9845981478		VERIZON WIRELESS			1,726.75	0.00	21,474.58
	Warrant: 2020-32	Block/Batch: 23/32	Posted: 02/04/2020			1,417.28	0.00	20,057.30
	Tran. Type: Payable		By: rtrocki					
	978567610052400		VERIZON			1,417.28	0.00	20,057.30
	Warrant: 2020-34	Block/Batch: 31/34	Posted: 02/18/2020			50.80	0.00	20,006.50
	Tran. Type: Payable		By: rtrocki					
	978568137789500		VERIZON			50.80	0.00	20,006.50
	Warrant: 2020-36	Block/Batch: 25/30	Posted: 03/03/2020			1,731.64	0.00	18,274.86
	Tran. Type: Payable		By: rtrocki					
	98480516701		VERIZON WIRELESS			1,704.80	0.00	18,301.70
	63261531		VERIZON BUSINESS			26.84	0.00	18,274.86
	Warrant: 2020-36	Block/Batch: 27/36	Posted: 03/03/2020			1,460.28	0.00	16,814.58
	Tran. Type: Payable		By: rtrocki					
	978567610052400		VERIZON			1,460.28	0.00	16,814.58
	Warrant: 2020-39	Block/Batch: 3/39	Posted: 03/24/2020			71.88	0.00	16,742.70
	Tran. Type: Payable		By: rtrocki					
	63729121		VERIZON BUSINESS			16.77	0.00	16,797.81
	351455931000112		VERIZON			55.11	0.00	16,742.70
	Warrant: 2020-39	Block/Batch: 12/39	Posted: 03/24/2020			1,705.96	0.00	15,036.74
	Tran. Type: Payable		By: rtrocki					
	9850138738		VERIZON WIRELESS			1,705.96	0.00	15,036.74
	Warrant: 2020-41	Block/Batch: 19/41	Posted: 04/07/2020			1,363.13	0.00	13,673.61
	Tran. Type: Payable		By: rtrocki					

Parameters: Fiscal Year: 2020 Start Date: 7/1/2019 end: 6/30/2020

Ledger History - Detail - Expenditure Ledger

Tran. Name	Comment	Payee	Summary:	Beginning	Debit	Credit	Ending
Account: 0562-101-3058-5341-098	TELEPHONES			0.00	29,326.39	43,000.00	13,673.61
351455905000155		VERIZON			1,363.13	0.00	13,673.61
1 Account(s) totaling:				0.00	29,326.39	43,000.00	13,673.61