

Please note the updated instructions below for public participation

Pursuant Governor Baker's June 16, 2021 signing of "An Act Relative to Extending Certain COVID-19 Measures Adopted During the State of Emergency" into law extending remote open meeting measures under the "Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, § 20," has been extended by Governor Healey until March 31, 2025. This **Hudson School Committee session will be conducted through virtual participation. 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's and livestream <https://vimeo.com/showcase/9964109>

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

- **Persons wishing to make public comment remotely** will send an email to the School Committee's email address hps_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 will be muted again by Hud TV.

HUDSON SCHOOL COMMITTEE
February 13, 2024
VIRTUAL ONLY
7:00 p.m.

AGENDA

I. Call to Order

II. Approval of Minutes

School Committee Meeting January 23, 2024
Budget Subcommittee Meeting January 11, 2024
Budget Subcommittee Meeting January 30, 2024

III. Public Participation

IV. Reports and Presentations

- a) Student Presentations (if any)
- b) Report of the Superintendent
 - 1. District Updates
 - 2. Enrollment Updates
 - 3. Mid-Year Progress Report on Goals
- c) 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)
 - Student Advisory Subcommittee (if any)

V. Matters for Discussion:

- a) **Old Business**
 - 1. District Improvement Plan – Mid-Year Update
 - 2. FY25 Budget Development Update
- b) **New Business**
 - 1. Q1 and Q2 FY24 Financial Reports

VI. Matters for Action:

- a) **Old Business**
 - 1. None
- b) **New Business**
 - 1. First Reading: HPS District Calendar 2024-2025
 - 2. Approval of Overnight Trip: Hudson High School Baseball Team – Varsity to Plymouth, MA, from March 28, 2024 to March 30, 2024.
 - 3. Consent Agenda:
 - i. Approval of Contract with Next-Gen Supply Group for three (3) carpet extractor units for \$20,389.89 to be used in the District.

- ii. Approval of Contract with Finbarr Mechanical, LLC for on-call boiler service and inspection, from Jan-1-2024 to Jan-1-2027, in the amount of \$22,300.00 per year plus hourly rate for the District.
- iii. Approval of Contract with Cross Cultural Communication Systems for \$10,399.00 for 10 hours of consultation , classroom visits, coaching, and preparation for the Medical Interpretation Program at Hudson High School.
- iv. Approval of Grant Project Bread School Meal Support in the amount of \$3,750.00 to be used in Hudson High School.
- v. Approval of Grant FY24 Emergency Assistance Shelter Reimbursement Program from DESE in the amount of \$83,283.00 to cover costs to support instructional and any other services to eligible students and their families in The District.
- vi. Approval of Grant VHS Learning in the amount of \$194.00 to cover the costs of AP Exam Enrollment Fees for students in the District.
- vii. Approval of Grant FY24 Project Lead the Way in the amount of \$5,000.00 to provide support for efforts to increase participation in PLTW offerings in the District.
- viii. Approval of Grant 24-344 Homeless Emergency Support in the amount of \$18,000.00 to provide funding for programs that ensure students who are homeless enroll in and attend school in the District.

4. Reclassification of Funds

VII. Items of Interest to the School Committee

VIII. Executive Session

Motion to go into executive session, and not return to open meeting, pursuant M.G.L. c. 30A section 21(a) for the following purposes:

Purpose (3): to discuss strategy with respect to collective bargaining with the Hudson Paraeducator Association and the Hudson Educator Association if an open meeting may have a detrimental effect on the bargaining position of the public body, and the chair so declares.

IX. Adjournment

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

I.

Call to Order

II.

Approval of Minutes

Regular Meeting January 23, 2024

Budget Subcommittee Meeting January 11, 2024

Budget Subcommittee Meeting January 30, 2024

**Hudson School Committee
Open Session Minutes**

Meeting Date: January 23, 2024
GoogleMeet

Location: Hudson High School and

Members present: Erica Ankstus, Molly MacKenzie, Chris Monsini, Steven Sharek, Steven Smith, Mark Terra-Salomão, Christopher Yates

Members present participating remotely:

Members absent:

Others present participating: Brian Reagan, Superintendent; Kathy Provost, Assistant Superintendent; Ellen Schuck; Dan Gale; Cathy Kilcoyne

I. Call the Meeting to Order: 7:03PM

II. Approval of Minutes:

Regular Meeting January 09, 2024

A motion to approve the minutes was made by Mr. Terra-Salomão and seconded by Ms. MacKenzie.

The minutes were approved unanimously.

III. Public Participation

- none

IV. Reports and Presentations

a) Student Presentation

Julian Ehlke, Hudson High School student , shared updates from the student body with the committee:

1. Previous Sports Events
2. Previous School Events
 - a. Friday, January 19 ~ Annual HPS Choral Fest at 6:30 pm in the auditorium
 - b. January 18-23 ~ Mid-Year Exams
3. Upcoming School Events
 - a. Fuel Up with a Candy Bar During Mid-Year Exams
 - i. Freshman class officers sold chocolate bars during the mid-year exam breaks on Friday, January 19, Monday, January 22, and Tuesday, January 23 for \$1.00 each.
 - b. Youth Hockey Night
 - i. Youth Hockey Players are invited to the Hudson/Tahanto vs. Leominster ice hockey game on Saturday, January 20th at 7:50 PM at the New England Sports Center
 - c. Jr Boosters Spring Craft and Vendor fair

- i. March 23, 2024 from 9 Am to 3 Pm, over 40 different vendors, fun kids activities, rales, and more
4. Community Council
 - a. DodgeBall Tournament
 - i. The council is working to organize the annual school wide dodgeball tournament. On March 8th, teams of six will compete against each other to fundraise for a specific cause.
 - b. Kiss Your Crush Fundraiser
 - i. During the week leading up to Valentine's day, students will be able to purchase Hershey Kisses that will be delivered to a student of their choice during the school day.
 - c. ARC Enrichments
 - i. The council is working hard to establish new ARC enrichments for students in the gym. Our main ideas are a basketball enrichment and a nap time enrichment.
5. Concerns of the Student Body:
 - a. The council is creating a Community Council Newsletter where students can access information about the council and directions to where they can make suggestions.

b) Report of the Superintendent

● **District Updates**

Dr. Brian Reagan, Superintendent, presented updates to the committee. Topics included: Music and Theatre Spotlight, Worcester County Superintendent's Legislative Meeting, Transportation Bids, Upcoming Events. A copy of his memo and presentations were included in the packet.

Discussion ensued.

c) Subcommittee Reports:

● **Budget Subcommittee**

none

● **Policy Subcommittee**

none

● **Strategic Goals Subcommittee**

Met with Tom Gregory, Town Executive, 1/16/2024

● **Buildings and Grounds Subcommittee**

none

● **Superintendent's Evaluation Subcommittee**

none

● **Student Advisory Subcommittee**

none

V. *Matters for Discussion* This section, V.a, was taken after Matters for Action

a. Old Business

1. FY25 Budget Development Update

Discussion ensued.

b. New Business

1. None

VI. Matters for Action

a. Old Business

1. None

b. *New Business* This section, VI.b, was taken before Matters for Discussion

1. Overnight Field Trip: HHS Drama Society to New York City, New York, from April 9, 2024 to April 10, 2024

A motion to approve the trip was made by Mr. Terra-Salomão and seconded by Mr. Sharek

On a unanimous vote the trip was approved.

2. Approval of Program of Studies 2024-2025

A motion to approve the Program of Studies for 2024-2025 was made by Ms. MacKenzie and seconded by Mr. Terra-Salomão.

On a unanimous vote the 24-25 POS was approved.

VII. Items of Interest to the School Committee

Mr. Smith MASC is doing a session on Proposition 2 ½ on February 2nd. If folks are interested he will share the invitation.

VIII. Executive Session

Mr. Smith made a motion to go into executive session, and not return to open meeting, pursuant M.G.L. c. 30A section 21(a) for the following purposes:

Purpose (3): to discuss strategy with respect to collective bargaining with the Hudson Paraeducator Association, if an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares.

Ms. MacKenzie seconded the motion.

Approved unanimously.

Public Meeting Ended at 8:54PM.

Not Approved

IX. Adjournment

Respectfully submitted,
Mark Terra-Salomão, Secretary
Hudson School Committee



Hudson School Committee
Budget Subcommittee

Date: January 11, 2024
Location: 69 Brigham Street

The Budget Subcommittee meeting for Hudson Schools was called to order by Steve Smith at 6:34 p.m.

The following Committee members were present (list all members)

- Erica Ankstitus
- Molly MacKenzie
- Christopher Monsini
- Steve Sharek
- Steve Smith
- Mark J. Terra-Salomão
- Chris Yates

The following Committee member(s) were participating remotely (remote participation cannot be used to create a quorum): None

The following Committee member(s) were absent: Christopher Monsini, Mark Terra-Salomão

Others present: Dr. Brian Reagan, Dan Gale, Allyson O'Malley, Jeff Gaglione, Jason Medeiros, Todd Wallingford, Kathy Provost, Cathie Kilcoyne, Ellen Schuck, Rachel Scanlon, Wendy Anderson, Ana Pimentel, Kelly Sardella, Bob Knittle, David Champigny

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

1. Dan Gale and Brian Reagan presented upcoming annual projections along with related narrative document, discussion ensued
2. Brian Reagan and team reviewed the new positions requested by the leadership team, discussion ensued
3. Group discussed desire to illustrate District needs and required support to get additional funding from the town
4. Next steps for the budget were reviewed, with the Select Board presentation scheduled for early February

Motion to Adjourn

Move to adjourn the Budget Subcommittee.

The motion was made by Steve Sharek.

The motion was seconded by Molly MacKenzie.

The vote was taken by roll call and the following votes were recorded:

5 members having voted in the affirmative
0 members having voted in the negative
0 members having abstained

The motion: Y passed failed

The

 ✓ Hudson Budget Subcommittee

Adjourned its Budget Subcommittee meeting at 8:21 p.m.

Respectfully submitted,

Steve Smith



Hudson School Committee
Budget Subcommittee

Date: January 30, 2024
Location: 69 Brigham Street

The Budget Subcommittee meeting for Hudson Schools was called to order by Steve Smith at 6:08 p.m.

The following Committee members were present (list all members)

- Y_ Erica Ankstitus (remote)
- Y_ Molly MacKenzie (remote)
- Y_ Christopher Monsini
- Y_ Steve Sharek
- Y_ Steve Smith
- Y_ Mark J. Terra-Salomão
- Y_ Chris Yates

The following Committee member(s) were participating remotely (remote participation cannot be used to create a quorum): Erica Ankstitus, Molly MacKenzie.

The following Committee member(s) were absent: None.

Others present: Dr. Brian Reagan, Kathy Provost, Dan Gale (from 6:25 p.m. onward).

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

1. Brian Reagan presented the draft slide deck that will be presented to the Select Board on February 5, 2024. Discussion ensued.
2. Discussion about the logistics of placing a Proposition 2-½ override and/or funding for the Special Education Stabilization Fund article on the Town Meeting warrant for May 2024, versus doing so in November 2024 or May 2025. The deadline for placing articles on the May 2024 warrant is tomorrow.
3. Dan Gale presented three versions of budgets projected through FY30, one without an override, one proposing an override in FY25, and one proposing an override in FY26. Discussion ensued.
4. Discussion about whether the upcoming February 5 meeting with the Select Board is to present the latest budget information and/or to have the Select Board vote to approve the FY24 budget / appropriation.

Motion to Adjourn

Move to adjourn the Budget Subcommittee.

The motion was made by Chris Yates.

The motion was seconded by Chris Monsini.

The vote was taken by roll call and the following votes were recorded:

A Erica Ankstitus (remote)
Y Molly MacKenzie (remote)
Y Christopher Monsini
Y Steve Sharek
Y Steve Smith
Y Mark J. Terra-Salomão
Y Chris Yates

6 members having voted in the affirmative
0 members having voted in the negative
1 members having abstained

The motion: _Y_ passed failed

The

Hudson Budget Subcommittee

Adjourned its Budget Subcommittee meeting at 8:25 p.m.

Respectfully submitted,

Steve Smith

III.

Public Participation

IV.

Reports and Presentations

Student Presentation (if any)

IV.

Reports and Presentations

Report of the Superintendent

1. District Updates
2. Enrollment Updates
3. Mid-Year Progress Report on Goals

Memorandum

Hudson Public Schools

Office of the Superintendent of Schools



TO: Hudson School Committee
FROM: Brian K. Reagan, Ed.D., Superintendent of Schools
DATE: February 13, 2024
RE: Report of the Superintendent

I am pleased to provide information on the items below under the Report of the Superintendent for the regular School Committee meeting on February 13, 2024.

School Bus Storage Follow-Up

Below you will find the latest information on our ongoing search for a location to store our school bus fleet once construction begins on the new Department of Public Works facility:

- The transportation bid we received from First Student (only bid) includes a surcharge of \$290,000 to store buses at their facility which is outside of Hudson. This surcharge escalates by 7% each year over the course of the three year contract.
- We are currently speaking with the owners of three different properties in Hudson to explore the possibility of entering into a short term or long term lease for land for bus storage.
- We will continue to explore potential storage locations on town-owned land
- The current storage location will be closed to us as soon as next month. We have a contingency plan to store buses at First Student's facility in Marlborough through the end of the school year.

REACH

I am pleased to share that I will be a member of a team of Town of Hudson officials participating in the Racial Equity Advancement and Collaborative Hub (REACH). Sponsored by the Metropolitan Area Planning Council, REACH is an initiative designed to cultivate inclusive and equitable environments within municipalities in Massachusetts. Hudson applied for and was accepted as a participating community. The initiative includes monthly meetings from February through November with all participating communities. All meetings are being held at the Federal Reserve Bank in Boston. The expected outcomes of this program include:

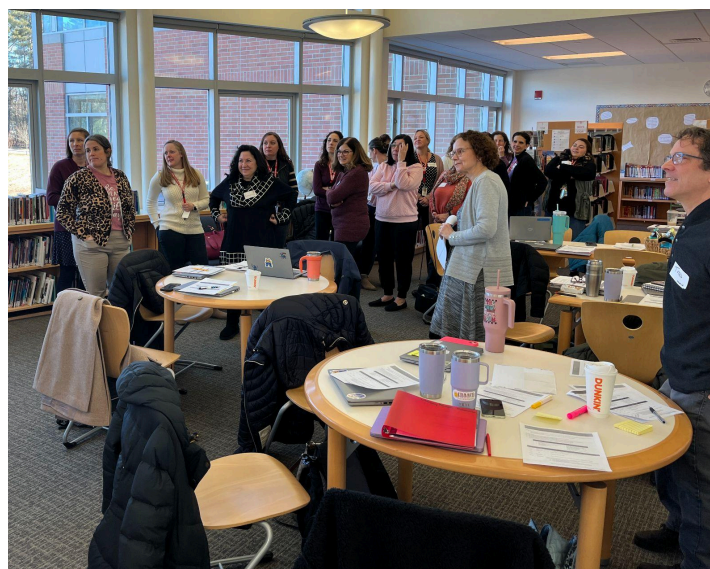
- **Enhanced dialogue and Learning:** Teams will learn how to discuss, spread, and implement racial inclusivity and equity within their communities

- **Policy and Practice and Changes:** Teams will receive the necessary expertise and motivation to act on racial disparities, such as the revision or establishment of new policies, programs, and practices centered around advancing racial equity
- **Collaboration and Knowledge Exchange:** Teams will learn what other communities are doing, in Massachusetts and beyond, to advance racial equity
- **Professional Development:** Sessions and peer-to-peer learning experiences will teach attendees how to do their work with an attention to racial equity

I am eager to be a part of this town-wide effort and look forward to sharing my learning with the Hudson Public Schools community in the months ahead. This initiative aligns with my professional practice goal to establish structures and processes that strengthen the District’s inclusive culture and ensure equal access for all members of the Hudson Public Schools’ community.

Literacy Curriculum Review Committee

I am pleased to notify the Committee that Kathy Provost and Todd Wallingford are leading a newly-formed committee of 20 Hudson educators charged with reviewing our literacy curriculum. Volunteers were solicited in December and members were selected in January. The group had a kick-off meeting in January to establish a timeline and discuss the scope of the work. At their second meeting on February 6, the group established a team vision and discussed curriculum frameworks.



Kathy and Todd will provide a more detailed update to the School Committee, including an outline and timeline of the full review process, in April.

Enrollment

I have included an enrollment report for February in the School Committee packet. Once again, this report shows no significant changes to enrollment across all schools. K-12 enrollment has increased from 2,318 students on January 3 to 2,324 on February 7 - a total increase of 6 students or 0.3%. The tables below provide a month-to-month enrollment comparison by school and grade.

C.A. Farley Elementary School				
Grade	Enrollment 1.3.2024	Enrollment 2.7.2024	# Change (30 days)	% Change (30 Days)
Kindergarten	95	94	-1	-1.1%
G1	85	83	-2	-2%
G2	93	93	-	-
G3	84	84	-	-
G4	76	77	+1	+1.3%
Total	433	431	-2	-0.7%

Forest Avenue Elementary School				
Grade	Enrollment 1.3.2024	Enrollment 2.7.2024	# Change (30 days)	% Change (30 Days)
Kindergarten	58	58	-	-
G1	57	59	+2	+3.5%
G2	49	50	+1	+2%
G3	45	45	-	-
G4	66	65	-1	-1.5%
Total	275	277	+2	+0.7%

J.L. Mulready Elementary School				
Grade	Enrollment 1.3.2024	Enrollment 2.7.2024	# Change (30 days)	% Change (30 Days)
Kindergarten	48	48	-	-
G1	44	44	-	-
G2	39	40	+1	2.6%
G3	49	49	-	-
G4	43	43	-	-
Total	223	224	+1	0.4%

D.J. Quinn Middle School				
Grade	Enrollment 1.3.2024	Enrollment 2.7.2024	# Change (30 days)	% Change (30 Days)
G5	212	212	–	–
G6	185	186	+1	+0.5%
G7	180	180	–	–
Total	577	578	+1	+0.2%

Hudson High School School				
Grade	Enrollment 1.3.2024	Enrollment 2.7.2024	# Change (30 days)	% Change (30 Days)
G8	185	187	+2	+1.1%
G9	128	128	–	–
G10	166	167	+1	+0.6%
G11	176	178	+2	+1.1%
G12	155	154	-1	-0.6%
Total	810	814	+4	+0.5%

Enrollment Activity by Month							
	JUL	AUG	SEP	OCT	NOV	DEC	JAN
New Student Enrollments	0	242	46	15	16	8	15
Re-Enrolled Students	5	443	4	7	4	4	4
Total Enrolled for the Month	–	–	50	22	20	12	19

Withdrawal Activity by Month and Type							
	JUL	AUG	SEP	OCT	NOV	DEC	JAN
Withdrawn to AMSA	37	0	0	0	0	0	0
Withdrawn to Assabet	41	9	0	0	0	0	0

Withdrawn to Homeschool	0	6	1	0	1	0	1
Withdrawn to Public	13	34	17	2	6	4	4
Withdrawn to Private	5	4	0	0	0	0	1
Withdrawn to Out-of-State	5	7	3	1	0	4	1
Total Withdrawn for the Month	101	60	21	3	7	8	7

Memorandum

Hudson Public Schools
Office of the Superintendent of Schools



TO: Hudson School Committee
FROM: Brian K. Reagan, Ed.D., Superintendent of Schools
DATE: February 9, 2024
RE: Superintendent's Goals: Mid-Year Progress Report

Attached please find a mid-year summary of my progress towards meeting my approved goals for the 2023-2024 school year which is shared in accordance with the evaluation timeline established by the School Committee in October 2023:

- District Improvement Goal: By late spring of 2024, I will publish and present an *Entry Findings Report* designed to inform priorities for the 2024-2025 District Improvement Plan as well as my own short term and long term professional goals.
- Professional Practice Goal: In collaboration with stakeholders, by the spring of 2024 I will establish structures and processes that strengthen the District's inclusive culture and ensure equal access for all members of the Hudson Public Schools' community.
- Student Learning Goal: By the spring of 2024, I will work collaboratively with the Assistant Superintendent and the District Instructional Leadership Team to develop a set of three to five high-leverage instructional practices. These practices will guide the work of each school's Instructional Leadership Team as they refine their instructional focus areas beginning in the 2024-2025 school year.

I look forward to discussing this document with you at the School Committee meeting on February 13, 2024.

Hudson Public Schools

Superintendent's Goals - 2023-2024

Brian K. Reagan, Ed.D., Superintendent of Schools

Mid-Year Progress Report: February 13, 2024

To the Hudson Community:

Below you will find a summary of my progress towards the completion of the three goals approved by the Hudson School Committee on October 24, 2023. The three goals include: (1) a district improvement goal to create and present an *Entry Findings Report* summarizing what I have learned during my transition to Hudson; (2) a professional practice goal focusing on structures and processes related to diversity, equity, and inclusion; and (3) a student learning goal to support the development of common high-leverage instructional practices to help align the district's efforts to improve teaching and learning. This progress report is designed to indicate where I am relative to achieving each of these goals. I look forward to sharing this progress with the Hudson School Committee on February 13, 2024.

Sincerely,

Brian K. Reagan, Ed.D.
Superintendent of Schools



2023-2024 Timeline for the Superintendent’s Evaluation Process

Dates	Description	Time
October 11, 2023 (WEDNESDAY)	Superintendent presents goals to Subcommittee	
October 24, 2023 (TUESDAY - SC MEETING)	School Committee to approve goals	
February 13, 2024 (TUESDAY - SC MEETING)	Superintendent presents mid-year progress report on goals	
April 2, 2024 (TUESDAY)	Superintendent presents evidence to Subcommittee	
April 2, 2024 (TUESDAY)	Subcommittee Chair sends evidence to all SC Members	2 weeks
April 20, 2024 (SATURDAY)	Individual Evaluations due to Subcommittee Chair	1 week
	Subcommittee Chair summarizes individual evaluations	
April 27, 2024 (SATURDAY)	Subcommittee Chair present evaluation summary to Superintendent	5 days
May 10, 2024 (FRIDAY)	School Committee Agenda Published	
May 14, 2024 (TUESDAY - SC MEETING)	School Committee Meeting - Superintendent’s Evaluation	

Goal 1: District Improvement

Goal 1: District Improvement

Introduction:

As the District's new superintendent, it is critical that I participate in a series of collaborative activities with stakeholders to identify strengths and areas for growth for the organization and to build and strengthen relationships with staff, students, caregivers, municipal leaders, and community members. These activities will be formalized in an *Entry Plan* and will include individual and group meetings, focus group sessions, surveys, and a week-long residency at each of the District's five schools.



Goal Statement:

By late spring of 2024, I will publish and present an *Entry Findings Report* designed to inform priorities for the 2024-2025 District Improvement Plan as well as my own short term and long term professional goals.

Key Actions:

1. Present to the school committee a written Entry Plan, including (a) types of evidence to be analyzed, (b) stakeholders to be interviewed, (c) methods for assessing instructional practice, and (d) methods for assessing district systems of support including financial management, human resources, and operations (Summer 2023)
2. Complete five school residencies (Fall 2023)
3. Complete and present a Report of Entry Findings that (a) synthesizes evidence collected, (b) identifies strengths of the District and the most critical areas for improvement that require further inquiry, and (c) identifies next steps for study (Winter 2023-24)
4. Identify a process to engage key stakeholders in developing the 2024-2025 District Improvement Plan. This plan will identify key strategies to improve student learning and other district systems of support (Spring 2024)

Outcomes:

1. Presentations completed on schedule.
2. All action steps of my entry plan completed.
3. Entry Findings Report completed and published.
4. Results of a spring survey of key stakeholders including administrators, educators, and families that demonstrate awareness (90 percent) and engagement (75 percent) in the entry process and confidence (75 percent) that the Report of Entry Findings captured important insights about the state of the district and the issues that most require attention.

**Goal 1: District Improvement
Mid-Year Progress Report (February 13, 2024)**

	BEHIND	X	ON TARGET		AHEAD		COMPLETE
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Mid-Year Update:

- I have completed the actions outlined in my Entry Plan with the exception of the parent, staff, and community survey. After the Entry Plan was approved in July 2023, I made the decision to postpone surveying members of the Hudson Public Schools community because surveys and focus group sessions were held in the spring of 2023 in conjunction with the district’s Equity Audit and the Comprehensive District Review. I am sensitive to the negative implications that can be associated with surveying audiences too frequently.
- All five school residencies were completed in the fall of 2023. I spent one week at each school beginning with Farley the week of September 11 and ending with Hudson High School the week of October 30. The residencies were immersive experiences that allowed me to observe and meet with hundreds of stakeholders both during the school day and after school at various activities. The bulk of the information used to develop my Entry Findings Report will come from the meetings and observations completed during my residencies.
- I am currently finalizing my Entry Findings Report and will share the report with the School Committee in March 2024. I am formatting the report so that the information presented aligns with the District’s four strategic objectives: (1) High Quality Instructional Practices; (2) Educating the Whole Child; (3) Innovative Educational Practices; and (4) Climate and Culture.
- The final action steps for this goal will be addressed in the spring after the Entry Findings Report is shared. These steps include the identification of a process to engage key stakeholders in the development of the 2024-2025 District Improvement Plan.

Goal 2: Professional Practice

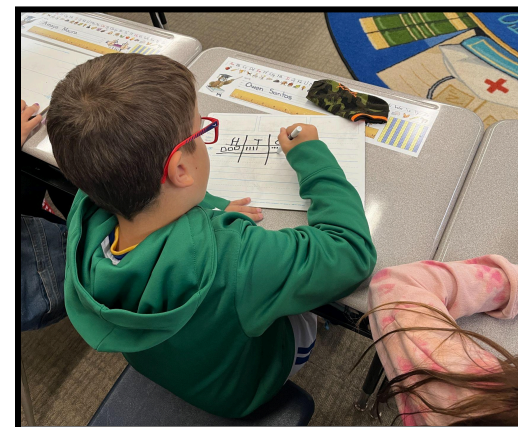
Goal 2: Professional Practice

Introduction:

The Hudson Public Schools offers diverse, challenging, and enriching programming and opportunities, yet data suggests that systemic barriers exist that create equity in access issues. Additionally, District staff does not reflect the ethnic and racial diversity of the student population.

Goal Statement:

In collaboration with stakeholders, by the spring of 2024 I will establish structures and processes that strengthen the District's inclusive culture and ensure equal access for all members of the Hudson Public Schools' community.



Key Actions:

1. Establish a Diversity, Equity, Inclusion, Acceptance & Belonging (DEI-AB) Committee (Winter 2023-24)
2. Support the creation of at least two faculty and staff affinity groups (Winter 2023-24)
3. Work with the District Leadership Team and the DEI-AB Committee to review data and recommendations from the 2023 Equity Audit and identify high-leverage short and long term action steps (Spring 2024)
4. Support efforts at Hudson HS to ensure that access and exposure to advanced coursework is reflective of that school's population (Spring 2024)
5. Review human resources protocols and practices through an equity lens and recommend changes for the 2024-2025 school year (Spring 2024)

Benchmarks:

1. Data from a follow-up survey demonstrates continuous improvement from results gathered during the Equity Audit
2. An increase in the number of Equity Audit recommendations connected to Action Steps in the 2024-2025 District Improvement Plan
3. Enrollment in advanced coursework that is more reflective of the overall student population with systems in place to help students persevere and succeed
4. Updated human resources protocols that improve the districts ability to attract and retain diverse educators

**Goal 2: Professional Practice
Mid-Year Progress Report (February 13, 2024)**

BEHIND

X

ON TARGET

AHEAD

COMPLETE

Mid-Year Update:

- The District has solicited and reviewed a proposal from Mass Insight to support our efforts to develop a DEI-AB committee. Mass Insight was selected to consult with the District because of the organization's work facilitating our Equity Audit in the spring of 2023.
- A Steering Committee has been identified to work with Mass Insight in the winter and spring of 2024 to build a shared, community-driven vision for equity and a shared understanding of the District's equity journey.
- The Steering Committee will recruit members of a full DEI-AB Committee that will commence its work in the summer and fall of 2024.
- An affinity group for staff has been established and has held multiple meetings with the next meeting scheduled for February 28. The affinity group is open to all Hudson Public Schools staff and attendance is highly recommended but not limited to staff who identify as BIPOC (Black, Indigenous, and People of Color), Multicultural, and/or LGBTQ+. Communication for each meeting is sent to all staff through District e-mail and is posted in staff rooms and by mailboxes in each building. A QR code is on each flier for easy registration and a PowerPoint slide has been created that each principal will project during future staff meetings to promote attendance.
- On February 14, I will represent the School Department as a member of a team of Town of Hudson officials at the first of 9 meetings facilitated by the Racial Equity Advancement and Collaborative Hub (REACH). This initiative is designed to cultivate inclusive and equitable environments within municipalities.
- Efforts at Hudson HS to ensure that access and exposure to advanced coursework is reflective of the student population is underway and include:
 - An increase in the number of native Spanish speakers in AP Spanish
 - Using PSAT and Advanced Placement data to identify students with the potential to succeed in Advanced Placement courses
 - Application for an early college planning grant that focuses on first generation, low income, and students of color

Goal 3: Student Learning

Goal 3: Student Learning

Introduction:

During my week-long school residencies and bi-monthly school visits, I will spend time in classrooms with principals and other school leaders to gain an understanding of the status of teaching and learning in Hudson.

Goal Statement:

By the spring of 2024, I will work collaboratively with the Assistant Superintendent and the District Instructional Leadership Team to develop a set of three to five high-leverage instructional practices. These practices will guide the work of each school's Instructional Leadership Team as they refine their instructional focus areas beginning in the 2024-2025 school year.



Key Actions:

1. Complete five week-long school residencies (Fall 2023)
2. Schedule bi-monthly school visits (Fall 2023)
3. Participate in District Instructional Leadership Team meetings (ongoing)
4. Identify common themes relative to instructional practices, expectations, and the fidelity of curriculum delivery (Winter 2023-24)
5. Collaborate with District Instructional Leadership Team to identify high-leverage instructional practices (Spring 2024)

Benchmarks:

1. Entry Findings Report completed and published
2. High-leverage instructional practices shared district-wide
3. Clear set of "next steps" for building-based Instructional Leadership Teams established to begin during the 2024-2025 school year

**Goal 3: Student Learning
Mid-Year Progress Report (February 13, 2024)**

BEHIND

X

ON TARGET

AHEAD

COMPLETE

Mid-Year Update:

- All five school residencies were completed in the fall of 2023. During each residency, I visited dozens of classrooms in an effort to develop a familiarity with the district’s curriculum and observe instructional and assessment practices in a non-evaluative manner.
- In addition to completing five school residencies, I have facilitated an average of two formal visits to each school building each month. These visits consist of non-evaluative classroom visits and one-on-one meetings with each principal to discuss building issues, instruction, and their professional goals.
- Once my five school residencies were complete, I began attending meetings of the Instructional Leadership Team (DILT) twice each month to become familiar with the functions and expectations of this team. These meetings are facilitated by the Assistant Superintendent. The focus areas of these meetings this fall and winter have included:
 - A book study using the book *Collective Efficacy* by Jenni Donohoo
 - The development of a three-part professional development series focusing on Success Criteria, the first district-wide instructional practice associated with my goal statement to support the development of three to five high-leverage instructional practices
 - The creation of “We Are Hudson” proportional videos.
- Collective Efficacy has been identified as the second high-leverage instructional practice.

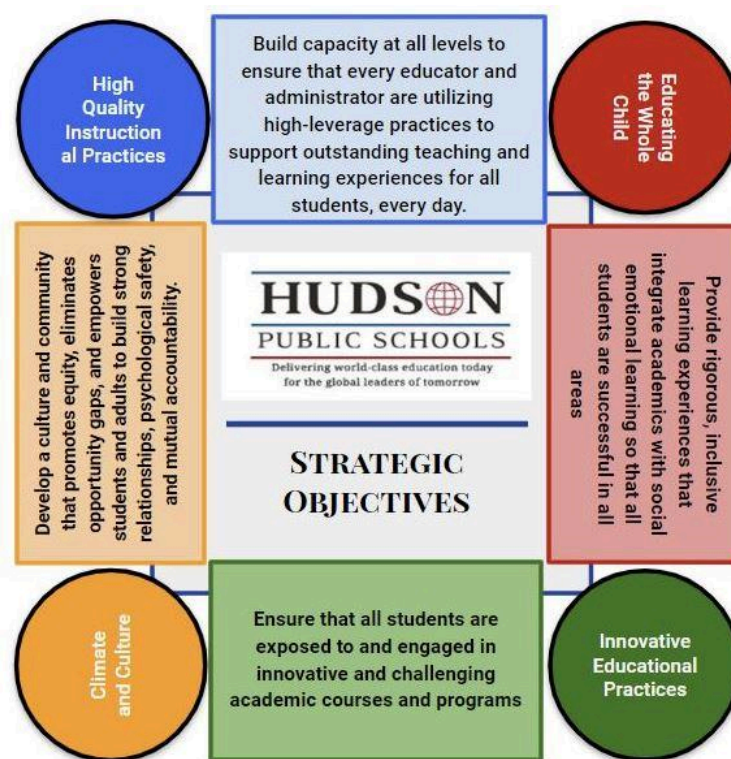
Memorandum

Hudson Public Schools
Office of the Superintendent of Schools



TO: Hudson School Committee
FROM: Brian K. Reagan, Ed.D., Superintendent of Schools
DATE: February 9, 2024
RE: District Improvement Plan: Mid-Year Progress Report

Attached please find a Mid-Year Progress Report for our District Improvement Plan. As you know our strategic priorities are revised annually and an updated set of action steps for each priority is developed that help us focus our work as a district for the school year. This progress report represents the collective work of many individuals and groups across the district as of this point in time. Dr. Provost and I look forward to discussing this with the School Committee on February 13, 2024.



ACTION PLAN 2023-2024

Mid-Year Progress Report

February 13, 2024

Mission	Delivering World-Class Education Today for the Global Leaders of Tomorrow
Our Values	<p>We create a culture of:</p> <p>Excellence We work with integrity and hold ourselves accountable for exemplary service, outcomes, and interactions.</p> <p>Strong Relationships We build a strong sense of community based on clear communication and partnerships.</p> <p>Educating the Whole Child We recognize students as unique individuals and frame decisions with all students in mind.</p>
Vision	Every student feels nurtured, challenged, and confident to embrace the future.
Theory of Action	If all Hudson Public Schools personnel work collaboratively to educate the whole child, then all students will succeed and become productive citizens.

1. High Quality Instructional Practices			
Build capacity at all District levels to ensure that every educator and administrator are utilizing high-leverage practices to support outstanding teaching and learning experiences for ALL students, every day.			
STRATEGIC PRIORITY 1.1 - Build a district-wide system through targeted professional learning to ensure the use of equitable high-leverage instructional practices.			
S.P.	Resources	Action Steps (Outcomes)	2023-2024 Action Step Priorities (Outputs)
1.1a	DILT, ILTs Directors Coaches	Define a Common instructional framework for HPS to align DILT and ILT work.	<ul style="list-style-type: none"> Identify 3 to 5 high leverage instructional practices to be used across the district Provide a rollout and assessment plan to identify the efficacy of the identified high leverage practices within buildings.
			<ul style="list-style-type: none"> Jan. 2024- DILT identified two of five instructional practices – utilizing a variety of activities to educate the team regarding best practices PD for one of the identified practices over 3 PD days across all buildings began Jan. 2024
1.1b	DILT, ILTs, Directors Coaches	Continue building collective awareness and collective responsibility for equitable practices	<ul style="list-style-type: none"> Incorporate recommendations from the Equity Audit and District Review into the existing professional
			<ul style="list-style-type: none"> Completed Sept. 2023

ACTION PLAN 2023-2024

Mid-Year Progress Report

February 13, 2024

			<p>development plan for the 2023-2024 SY</p> <ul style="list-style-type: none"> Develop a robust professional learning plan for the 2024-2025 that supports all stakeholders to develop their skills and comfort in engaging in equity-based practices. 	<ul style="list-style-type: none"> To be developed by DILT Spring 2024 after considering all feedback from current year's PD plan
STRATEGIC PRIORITY 1.2 - Implement MTSS Framework with integrity across the district				
S.P.	Resources	Action Steps (Outcomes)	2023-2024 Action Step Priorities (Outputs)	
1.2a	HHS Leadership Team ARC Committee	Adjust ARC block to more systematically support tier II instruction at HHS	<ul style="list-style-type: none"> Provide Aspen access for ARC mentors Support teachers in developing data collection routines to determine which students to schedule for Tier II instruction during the ARC block Support teachers in developing Tier II instructional practices for students in need of support Evaluate the effectiveness of tier II instruction throughout the school year through progress monitoring, and adjust as needed 	<ul style="list-style-type: none"> Partially complete. ARC Mentoring rosters are viewable in ASPEN, but students' academic performance is not yet viewable to the ARC mentor. Ongoing through Dept. meetings Ongoing through Dept. meetings Ongoing
1.2b	Quinn Building Admin, Directors, Teachers	Implement WIN block to more systematically support tier II instruction at QMS	<ul style="list-style-type: none"> Set up Aspen to accommodate WIN block rotations Support teachers in developing data collection routines to determine which 	<ul style="list-style-type: none"> Accomplished & ongoing - WIN Block is a part of our daily schedule and has been since the beginning of the year. Accomplished & ongoing - teachers have been maintaining

ACTION PLAN 2023-2024 Mid-Year Progress Report February 13, 2024

			<p>students to schedule for Tier II instruction during the WIN block</p> <ul style="list-style-type: none"> Support teachers in developing Tier II instructional practices for students in need of support Evaluate the effectiveness of tier II instruction throughout the school year through progress monitoring, and adjust as needed 	<p>progress monitoring data and meet every quarter to discuss student WIN Block placement. Placements are finalized with the directors, principal, and assistant principal.</p> <ul style="list-style-type: none"> Accomplished & ongoing - teachers and directors have been creating, modifying, and implementing curriculum for WIN Block. Accomplished & ongoing - teachers have been maintaining progress monitoring data and meet every quarter to discuss student WIN Block placement.
1.2c	Reading Team, Elem. teacher reps, Coaches, Assistant Superintendent, Humanities Director	Conduct a preliminary review of the literacy curriculum at elementary level	<ul style="list-style-type: none"> Form a Committee with a variety of stakeholders to review current literacy practices at each grade level Committee will collect feedback from learners and teachers regarding current literacy practices 	<ul style="list-style-type: none"> Committee formed Dec. 2023 Phased plan shared with committee and all stakeholders- two-way communication implemented for each monthly meeting
STRATEGIC PRIORITY 1.3 - Implement the Educator Evaluation System with a Consistent Districtwide Approach				
S. P.	Resources	Action Steps (Outcomes)	2023-2024 Action Step Priorities (Outputs)	
1.3a	Ed Eval Committee DILT, HEA	Revise and improve the current application of the Educator Evaluation System	<ul style="list-style-type: none"> Expand existing Ed Eval Committee to include a variety of stakeholders to assess current implementation of the Ed Eval system Committee will make recommendations relative to: 	<ul style="list-style-type: none"> Soliciting membership Feb. 2024 TBD by committee

ACTION PLAN 2023-2024

Mid-Year Progress Report

February 13, 2024

		Community, and understand how to integrate SEL with academics in all areas.	<ul style="list-style-type: none"> Utilize/ adapt tools available to measure SEL skill development across the district. Embed SEL Practices/ Concepts across curriculum with an emphasis on regard for student perspective 	<ul style="list-style-type: none"> Responsive Social-emotional Competency Development Guide reflection charts from CASEL Frameworks Panorama online platform utilized at all levels to determine tiered supports SEL curriculum in place at all levels built on CASEL Frameworks (self-management, self-awareness, responsible decision making, relationship skills, and social awareness)
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3. Innovative Educational Practices
Ensure that ALL students are exposed to and engaged in innovative and challenging academic courses and programs.

STRATEGIC PRIORITY 3.1: Expand access to advanced coursework that ensures rigorous learning experiences for all students.

S.P	Resources	Action Steps (Outcomes)	2023-2024 Action Step Priorities (Outputs)	
3.1a	HS principals, Director of School Counselors, School Counselors, all Teachers	Ensure that access and exposure to advanced coursework is reflective of the high school’s population.	<ul style="list-style-type: none"> Publish the district’s Vision of a Graduate. Identify opportunities and create an action plan at each level for students to have equitable access to advanced learning experiences. 	<ul style="list-style-type: none"> Partially Complete - The VOG is ready for district/community input before publication- Google form to solicit community feedback Feb. 2024 Dept. conversations / scheduling committee

STRATEGIC PRIORITY 3.2: Expand District-wide capacity and application of the 1:1 technology.

S.P	Resources	Action Steps (Outcomes)	2023-2024 Action Step Priorities (Outputs)	
3.2a	DILT, Technology Teacher-Integration Specialists, Secondary Library-Media Specialists	Develop a shared understanding of what fully integrated technology looks like in a 1:1 district.	<ul style="list-style-type: none"> Continue to rollout to staff expected student and staff International Society for Technology in Education (ISTE) standards for integrating technology. 	<ul style="list-style-type: none"> In progress; currently working on lessons and plan for addressing Artificial Intelligence

ACTION PLAN 2023-2024

Mid-Year Progress Report

February 13, 2024

			<ul style="list-style-type: none"> • Create a cross-walk between ISTE standards and best practices within HPS • Create a structure for department/grade levels/schools to review and analyze current best practices at each grade level and/or subject area. 	<p>(AI) at elementary and secondary level.</p> <ul style="list-style-type: none"> • Google Form - created and modified by elementary technology teachers/specialists to gather pertinent information at the lesson level from teachers
STRATEGIC PRIORITY 3.3: Implement the District’s MTSS Framework to identify systems of support for students experiencing academic challenges.				
S.P	Resources	Action Steps (Outcomes)	2023-2024 Action Step Priorities (Outputs)	
3.3a	Building-based Student Support Teams	Systematize Instructional/Student Support Team process across levels	<ul style="list-style-type: none"> • Systematize attendance tracking and response across the district • Systematize I/SST protocols and data collection across the district (i.e. referral process, progress monitoring protocols, team make-up, etc.) • Review potential data warehouse software 	<ul style="list-style-type: none"> • Completed with principals 11/23 (attendance letters, communication plan to families) • Ongoing • Planned for spring 2024. Met possible vendor at MassCUE, completed a preliminary demonstration with LinkIt in January 2024; need to pull a larger team together for demonstration.
3.3b	MTSS Committee members, Building-based ILTs	Solidify specific tiers under the District’s MTSS framework and ensure that all stakeholders understand and know how to use the framework to support students.	<ul style="list-style-type: none"> • Finalize and publish the District’s MTSS Framework. • Ensure that there is a shared understanding of the MTSS documents and associated responsibilities among all stakeholders. 	<ul style="list-style-type: none"> • Final review by principals and other groups before publication 3/24 • Ongoing within PD/department discussions
4. Climate and Culture Develop a culture and community that promotes equity, eliminates opportunity gaps, and empowers students and adults to build strong relationships, psychological safety, and mutual accountability.				

ACTION PLAN 2023-2024 Mid-Year Progress Report February 13, 2024

STRATEGIC PRIORITY 4.1: Allocate capacity and resources to the development of equitable practices for the whole Hudson community.			
S.P.	Resources	Action Steps (Outcomes)	2023-2024 Action Step Priorities (Outputs)
4.1	District Leaders; a facilitator/ subject matter expert to manage meetings	A District Diversity, Equity, Inclusion, Acceptance & Belonging (DEI-AB) Committee will be formed to review the Equity Audit and guide the development of equitable practices across the district.	<ul style="list-style-type: none"> • Identify facilitators and stakeholders for the DEI-AB Committee. • Create and communicate the role, responsibility, and resources associated with the DEI-AB committee. • Define terminology that allows leaders to define a vision and theory of action for equity within Hudson by utilizing the District’s existing diversity statement and data from the 2023 Equity Audit. • Organize two or more affinity group meetings based on staff interest to meet at various time during the school year <ul style="list-style-type: none"> • Hiring MassInsight to assist with planning and implementation of DEI-AB Committee. Initial meeting early March with steering committee. • TBD by committee • TBD by committee • Three meetings held to date
STRATEGIC PRIORITY 4.2: Strengthen engagement with the Hudson community			
S.P.	Resources	Action Steps (Outcomes)	2023-2024 Action Step Priorities (Outputs)
4.2a	Potential Branding/Marketing Firm; Technology Department, DILT	Develop a strategy to promote HPS.	<ul style="list-style-type: none"> • Develop branding and marketing for HPS that is inclusive of all families and weaves in the importance of equity. • Identify personnel to assist in promoting HPS internally and within the community events. • Continue to develop HPS website and school websites. <ul style="list-style-type: none"> • We Are Hudson videos in production with HudTV • In process of seeking membership/participants • In process

IV.

Reports and Presentations

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)
- Student Advisory Subcommittee (if any)

V.

Matters for Discussion

Old Business

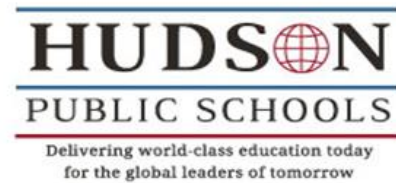
V.

Matters for Discussion

New Business

Memorandum

Hudson Public Schools



TO: Hudson School Committee
FROM: Daniel Gale, Director of Finance and Operations
DATE: February 9, 2024
RE: FY24 Financial Update (Quarters 1 and 2)

Attached please find a financial update for the first two quarters of Fiscal Year 2024. I will be present at the February 13 School Committee meeting to answer any questions about this report. Please note the following:

- Spending for FY24 is projected to be \$414,628 over budget.
- Personnel expenses are projected to be \$1,049,546 under budget due primarily to vacancies. Most of these vacancies are currently filled by agency staffing. There are also savings from staff turnover and hiring staff at lower pay ranges.
- General expenses are projected to be \$1,430,351 over budget, primarily due to increased out-of-district costs and agency staffing costs. Out-of-districts costs are projected to be approximately \$450,000 over budget. Many of the increased costs projected in the FY25 budget are due to unexpected out-of-district placements that have already been finalized. We are heavily reliant on agency staffing. We currently have 14 Applied Behavior Analysts (ABAs) and 4 para positions filled through agencies which places that budget line approximately \$800,000 over budget.
- Transportation expenses are projected to be over budget by \$32,350 driven by an additional route that was needed after the budget was established.
- Revenue projections have changed with some additional revenue that will help to offset the additional expenses. School Choice revenue is projected to be \$1,300,000 in FY24 which is an increase of \$300,000. To close the remaining revenue-expense gap in FY24, we are projecting to spend an additional \$100,000 of available Circuit Breaker funds.

Hudson Public Schools
FY24 Budget Projection
2nd QTR FY24
2.3.24

Fund	FY24 Budget	FY24 Qtr 2 Projected	FY24 Balance
Personnel	36,810,364.73	35,760,818.03	1,049,546.70
General Expenses	6,595,060.60	8,025,411.60	(1,430,351.00)
Transportation	2,314,817.80	2,348,641.79	(33,823.99)
Circuit Breaker	1,182,672.00	1,182,672.00	0.00
Total School Expense Budget	46,902,915.13	47,317,543.42	(414,628.29)

BUDGET REVENUE

	FY24 Budget	FY24 Projected	FY24 Balance
Town Appropriation	43,305,340.31	43,305,340.31	0.00
Circuit Breaker	1,182,672.00	1,282,672.00	100,000.00
School Choice Revenue FY24	1,000,000.00	1,300,000.00	300,000.00
School Choice Carry-Over	1,426,994.41	1,429,531.11	2,536.70
Total Revenue	46,915,006.72	47,317,543.42	402,536.70

Revenue:

Town Appropriation	43,305,340.31
Circuit Breaker	1,282,672.00
School Choice Carryover	2,729,531.11
Total Revenue	47,317,543.42

School Choice Balance June 30, 2023

School Choice Balance June 30, 2023	4,320,215.48
Projected Income FY24	1,300,000.00
Projected School Choice Transfer	(2,729,531.11)
Projected Spending FY24	(6,471.27)
Projected Food Svs - Deficit	0.00
Projected School Choice Available June 30, 2024	2,884,213.10

School Choice Balance Carry Forward to FY25 (Estimate)	2,884,213.10
Circuit Breaker Balance Carry Forward to FY25 (Estimate)	1,182,672.00
Funding available for FY25 Budget	4,066,885.10

VI.

Matters for Action

Old Business

VI.

Matters for Action

New Business

Hudson High School 978-567-6250
 Quinn Middle School 978-567-6210
 Farley Elementary School 978-567-6153
 Forest Ave Elementary School 978-567-6190
 Mulready Elementary School 978-567-6170



Hudson Public Schools
 155 Apsley Street
 Hudson, MA 01749
 978-567-6100
www.hudson.k12.ma.us

2024-2025 SCHOOL YEAR

August/ September 23 days						
Su	Mo	Tu	We	Th	Fr	Sa
25	26	27	28	29	30	31
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October 21/44 days						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November 17/61 days						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December 15/76 days						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January 21/97 days						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Aug. 26 Teachers Report to School
 Aug. 26 QMS Grade 5 Orientation
 Aug. 26 HHS Grade 8 Orientation
 Aug. 27 Students Report to School

Aug. 30 No School
 Sep. 2 No School - Labor Day
 Sep. 5 QMS Open House Grades 6 & 7
 Sep. 12 Open House - Elementary Schools
 Sep. 19 Open House - Hudson High School

Oct. 2 Half Day - Professional Develop.
 Oct. 14 No School - Columbus Day
 Oct. 16 QMS Parent/Teacher Conf. 1/2 day
 Oct. 17 QMS Parent/Teacher Conf. 1/2 day

Nov. 5 No School - Professional Develop.
 Nov. 6 End of 1st Term - Secondary
 Nov. 11 No School - Veterans Day
 Nov. 21 HHS Parent/Teacher Conference
 Nov. 25 Elem. Parent/Teacher Conf. 1/2 day
 Nov. 26 Elem. Parent/Teacher Conf. 1/2 day
 Nov. 27 No School
 Nov. 28-29 No School - Thanksgiving

Dec. 2 End of 1st Trimester - Elementary
 Dec. 11 Half Day - Professional Develop.
 Dec. 23-31 No School - December Break

Jan. 1 No School - New Year
 Jan. 20 No School - Martin Luther King Jr.
 Jan. 23 End of 2nd Term - Secondary
 Jan. 29 Half Day - Professional Develop.

February 15/112 days						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March 20/132 days						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April 16/148 days						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May 21/169 days						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June 11/180 days						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					




Feb. 12 Half Day - Professional Develop.
 Feb. 17-21 No School - February Break

Mar. 5 QMS Parent/Teacher Conf. 1/2 day
 Mar. 6 QMS Parent/Teacher Conf. 1/2 day
 Mar. 12 No School - Professional Develop.
 Mar. 13 End of 2nd Trimester - Elementary
 Mar. 20 HHS Parent/Teacher Conference
 Mar. 26 Elem. Parent/Teacher Conf. 1/2 day
 Mar. 27 Elem. Parent/Teacher Conf. 1/2 day

April 3 End of 3rd Term - Secondary
 April 9 Half Day - Professional Develop.
 April 18 No School
 April 21-25 No School - April Break

May 7 Half Day - Professional Develop.
 May 26 No School - Memorial Day
 May 31 Hudson High School Graduation

Jun. 1 HHS Alternate Graduation Date
 Jun. 10 Last Day of Kinder with 0 snow days
 Jun. 16 Last Day of School with 0 snow days
 Jun. 19 No School - Juneteenth
 Jun. 30 Last Possible Day of School

-  denotes no school
-  denotes full day professional development - no school
-  denotes half day professional development



Jason W. Medeiros, Ed.D., Principal
Adam N. Goldberg, Assistant Principal
Daniel R. McAnespie, Assistant Principal

Request for Overnight Field Trip

Staff Member(s) Making the Request	Timothy Reinhardt		
Name of Team, Organization, or Class	Hudson High School Baseball Team – Varsity		
Title of Trip (be sure to include destination)	Baseball Spring Trip (Plymouth, MA)		
Departure Date and Time	Thursday, March 28 – 2:30pm		
Return Date and Time	Saturday, March 30 – 2:00pm		
Estimated Number of Student Participants	24		
Number and Names of Chaperones	Timothy Reinhardt (Varsity Head Coach) Dan Fahey, Mike Nanartowich (Varsity Assistant Coaches) Eric Ahearn, Erik Karlson (Junior Varsity Coaches)		
Cost Per Student	Approx. \$100-\$125		
Check One or Both	Curricular	Extra-Curricular	X

Please answer the questions below. If a question does not pertain to your trip, please indicate that the question is “not applicable.”

1. Please describe the trip.

Candidates for the varsity baseball team will travel to participate in scrimmages in Plymouth, Massachusetts (Thursday Afternoon and Friday or Saturday Morning). The team will stay overnight in Plymouth.

2. Please describe how the trip connects to the curriculum or to the purpose of your club or organization.

The purpose of the trip is to provide the baseball players with opportunities to scrimmage – baseball fields in Central Massachusetts are often not ready for play this early in the season. The trip gives players an ability to engage in competitions before the season begins, and gives coaches the ability to evaluate players in game situations. The team also uses the weekend to engage in team building activities and leadership trainings/discussions. The trip has gone on since 2006, and each season the team has gone on the trip, the team improves on the field as a result of the trip, and players and coaches form a closer bond. The schools we will scrimmage have artificial turf fields, which makes the competitions more likely to happen.

3. What classroom activities will you employ in preparation for and immediately following the trip that will strengthen the connection to the curriculum?

N/A

4. Please provide a detailed itinerary.

Thursday, March 28

2:30pm – Depart HHS

4:00-6:30pm – Scrimmage @ Plymouth North High School

7:00pm – Check into Hotel (Plymouth Sands Hotel)

8:00pm – Team dinner

9:30pm – Back to hotel – Team Meeting

10:00pm – Players in rooms

Friday, March 29

7:00 – Breakfast

9:00am-12:00pm – Team meeting, player one to one meetings, or team practice @ Plymouth North High School

1:00-pm – Lunch at Hotel

3:00-600pm – Team Building Activities

6:30 – Team Dinner

8:00pm – Back to Hotel – Team Meeting

10:00pm – Players in rooms

Saturday, March 30

7:00am – Breakfast

10:00am – Scrimmage @ team TBD

5. If fundraising activities will be included, please list and describe such activities.

N/A

6. If school days must be missed to accommodate this trip, please indicate the number of days missed and the reason why the request includes missed school days (i.e. conference or program only occurs during the specified date range).

Hudson High School

69 Brigham Street • Hudson, Massachusetts 01749 • 978.567.6250
www.hudson.k12.ma.us/hhs



Jason W. Medeiros, Ed.D., Principal
Adam N. Goldberg, Assistant Principal
Daniel R. McAnespie, Assistant Principal

N/A. There is no school on Friday for Good Friday, so players will not miss school. Student-athletes that have religious observances will be excused from the trip. Student-athletes will be back on Saturday, before the Easter holiday on Sunday.

Please attach copies of the following if you have them:

<input type="checkbox"/>	Permission slip
<input checked="" type="checkbox"/>	Informational letters, brochures, fliers, etc.
<input type="checkbox"/>	Medical forms


 _____ Feb. 5, 2024
 Signature of Staff Member Making Request Date


 _____ Feb 2, 2024
 Principal's Signature Date

<p>Date of School Committee Approval:</p>	
--	--

HUDSON BASEBALL OVERNIGHT TRIP 2024

Cost of Trip:

Players will be informed if they are going on the trip on or by March 26. Players going on the trip must submit a check or cash to pay for the trip by March 27. Checks should be made payable to HHS Boosters. The cost of the trip will be between \$100-\$125 per player, and goes to hotel costs, lunch Saturday, dinner Saturday evening, and team building activities. A set cost will be announced to players on March 26.

Hotel:

The team will stay at the Plymouth Sands Hotel in Plymouth, MA. There will be 4 players per room.

Parents:

Parents are welcome to come watch the team scrimmage on this trip. Parents can also stay at the Plymouth Sands, but will need to make reservations on their own. NOTE: Hotel is 10 minute ride to and from the scrimmage field.

What to Bring:

Players will be able to bring their baseball bag and a personal bag. Players should bring baseball gear, sweatshirts, jackets, and casual clothes for Friday and Saturday night. Players should bring \$20 for dinner on Friday night. Weather reports typically call for temperatures in the 40s & 50s, but has been in the 30s in years past. BE PREPARED!

Trip Schedule (times are approximate):

Thursday, March 28

- 2:30pm – Vans leave HHS (players may bring snacks for the ride)
- 4:30pm – Scrimmage vs. Plymouth North @ Plymouth North High School
- 7:00pm – Hotel Check-In
- 8:00pm – Team dinner (99 Restaurant in Plymouth, MA)
- 10:00pm – Players in rooms
- 11:00pm – Lights out

Friday, April 29

- 7:00am – Wakeup call & Breakfast at the Hotel
- 10:00am – Team Meeting, Player 1 to 1 Meetings, or Team Practice at Plymouth North High School
- 1:00pm – Lunch (Pizza from Long Pond Pizza Factory in Plymouth, MA)
- 4:00pm – Team Building Activity (Candlepin Bowling at Alley Cat Lane in Kingston, MA)
- 6:30pm – Team Dinner (Cabby Shack in Plymouth, MA)
- 10:00pm – Players in Rooms
- 11:00pm – Lights out

Sunday, April 2

- 7:00 – Wakeup call & Breakfast at the hotel
- 10:00am – Scrimmage vs. Team TBD
- 1:00pm – Players return to HHS

Schedule is subject to change based on weather conditions and availability of teams

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 \$9,999. Procurements over \$9,999 will also require approval by either the Board of Selectmen or School Committee.

Department: Hudson Public Schools
Facilities Dept.

Date: 01/16/2024

Department Head:
Finance Director (signature)

DocuSigned by:

Ben D. Ball
DocuSigned by:
Ben D. Ball: 11/17/2024 10:22:24 Director

797EC

Daniel Gal
7FBAA07D1282461...

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

Procurement for the purchase of three (3) NextGen carpet Extractors as replacements for older failing machines that replacement parts are no longer available. NextGen's quote is not the least expensive but does include accessory tools and an accessory hose, so the waste water bucket does not have to be removed and emptied by the custodial staff at a weight of 50 plus lbs. This weight exceeds the custodial job requirements and poses a safety issue to staff.

Recommended Quote or Bid

Date Quote Received: 11.06.23

Quote: \$6,796.63 ea. machine

Company Name: Next-Gen Supply Group

Written Verbal

Address: 11 Norfolk St. Mansfield, MA 02048

Quote Issued By: Fran Liston

Tel.: 877-452-6726

FAX: 508-645-4626

Special Conditions/Notes: Purchase of three (3) carpet extractor units total \$20,389.89. Quote based on MHEC Contract G17

Second Quote or Bid

Date Quote Received: 11.01.23

Quote: \$6,447.25 ea. machine

Company Name: Likarr Maintenance Systems

Written Verbal

Address: 6 Perry Drive Foxboro, MA 02035

Quote Issued By: Bob Ciro

Tel.: 508-543-2138

FAX: N/A

Special Conditions/Notes: Price for three (3) carpet extractor units total \$19,341.75 does not include accessory tools and requires tank removal for dumping which creates a safety hazard to staff as it weighs 64 lbs. when full. Quote based on Mass State Contract FAC118

Third Quote or Bid

Date Quote Received: 11.06.23

Quote: \$10,748.05 ea. machine

Company Name: Hillyard Cleaning Resources

Written Verbal

Address: 127 Park Ave East Hartford, CT 06108-4012

Quote Issued By: Jack Stankus

Tel.: 800-832-1013

FAX: 860-647-7057

Special Conditions/Notes: Price for three (3) units is \$32,244.15.

DocuSigned by:

Approved:

Thomas Gregory
BA11F062A9784A6...

Chief Procurement Officer Action

Date: 1/22/2024

Comments:

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

**Posted****Newspaper****Central Register****CommBuys****Website**



11 Norfolk Street
 Mansfield, MA 02048
 877-4-JANSAN (877-452-6726)
 www.nextgensupply.com

PRICE QUOTE

Quoted
 Hudson School Dept.
 Attn: Louis Antunes
 155 Appsley Street
 Hudson MA 01749

Ship To
 Hudson School Dept.
 155 Appsley Street
 Hudson MA 01749

Quote # Q058389	Quote Date 11/06/2023	Exp Date 01/05/2024	Customer # 0006058	Customer P/O #	Ship Via Best Way	Writer IDY
Job ID			Customer Terms Net 30 Days		Salesman Fran Liston	

Product	Description	UM	Quant	Unit Price	Extension

* MHEC CONTRACT MC15-G17 *					

WIN10080610	ARMADA BRC 45/38	EA	3	6179.25	18537.75
M&M410	15' VACUUM HOSE	EA	3	48.44	145.32
M&M447	15' SOLUTION HOSE W/ FITTING	EA	3	100.07	300.21
M&M959	SS TWO JET WAND, UP TO 800 PSI	EA	3	298.55	895.65
M&M962	SS UPHOLSTERY TOOL	EA	3	170.32	510.96

X: _____ (Accepted by)	Sub Total	\$20,389.89	T o t a l \$20,389.89
	Freight	\$0.00	
	Misc Charges	\$0.00	
	Tax Amount	\$0.00	

MESSAGE

TERMS
 Prices are subject to change.



HILLYARD - NEW ENGLAND
 127 Park Ave
 East Hartford CT 06108-4012

Phone: 800 832 1013
 Fax: 860 647 7057

Quotation

Sold-to Party Address
 HUDSON PUBLIC SCHOOLS
 155 Apsley St
 Hudson MA 01749-1645

 Customer Phone: 781-729-5541

www.hillyard.com

Information
 Quotation No. 100813099
 Valid from 11/16/2023 to 12/31/2023
 Document Date 11/16/2023
 Customer No. 299972
 Customer P.O. Ex20
 Account Manager Jack Stankus
 Phone
 Ship By Ground Standard

Entered By: JSTAN

Page 1 of 1

Quotation Details				
Item	Material Description	Quantity	Unit Price	Amount
 MA #781-729-5541 MAIN			
0010	HIL56087 TRIDENT EXTRACTOR EX20 20 GALLON	1 EA	9,996.90	9,996.90
0020	WIN86000610 STANDARD WAND	1 EA	481.69	481.69
0030	WIN86004150 HOSE ASSEMBLY 16 VAC AND HIGH PRESSURE H	1 EA	269.46	269.46
			Subtotal	10,748.05
			Gross Price	10,748.05
	Tax and Freight charges are subject to change.			
	DO NOT PAY FROM THIS QUOTATION!			



HILLYARD - NEW ENGLAND
 127 Park Ave
 East Hartford CT 06108-4012

Phone: 800 832 1013
 Fax: 860 647 7057

Quotation

Sold-to Party Address

HUDSON PUBLIC SCHOOLS
 155 Apsley St
 Hudson MA 01749-1645

Customer Phone: 781-729-5541

www.hillyard.com

Information

Quotation No. 100813097
 Valid from 11/16/2023 to 12/31/2023
Document Date 11/16/2023
Customer No. 299972
Customer P.O. EX12
Account Manager Jack Stankus
Phone
Ship By Ground Standard

Entered By: JSTAN

Page 1 of 1

Quotation Details

Item	Material Description	Quantity	Unit Price	Amount
	***** MA #781-729-5541 MAIN *****			
0010	HIL56086 TRIDENT EXTRACTOR EX12 12 GALLON	1 EA	4,939.93	4,939.93
0020	WIN86000610 STANDARD WAND	1 EA	481.69	481.69
0030	WIN86004150 HOSE ASSEMBLY 16 VAC AND HIGH PRESSURE H	1 EA	269.46	269.46
			Subtotal	5,691.08
			Gross Price	5,691.08
	Tax and Freight charges are subject to change.			
	DO NOT PAY FROM THIS QUOTATION!			

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 \$10,000. Procurements over \$10,000 will also require approval of either the Board of Selectmen or School Committee.

Department: HPS Facilities Dept.

Date: 1/01/2024

Department Head:
Finance Director (signature)

DocuSigned by:
Ken D. Balli, Executive Director 1/25/2024
DocuSigned by:
Daniel [Signature] 1/25/2024
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Detailed Description of Items/Service being purchased (attach additional sheet if necessary):

On Call Boiler Services to include yearly inspections (open-clean-close) and hourly on-call boiler repair services district wide
Contract term beginning January 1, 2024 through January 1, 2027.
District wide annual inspections (open-clean-close) \$22,300.00 plus set hourly rate per bid dated December 27, 2023 (attached)

Recommended Quote or Bid

Date Quote Received: 12/27/2023	Quote: 22,300.00 /yr Open Clean Close Only + set hourly rate per attached	
Company Name: Finbarr Mechanical, LLC	Written <input checked="" type="checkbox"/>	Verbal <input type="checkbox"/>
Address: 11 Robbie Road Avon, MA 02322		
Quote Issued By: Joe McGrath	Tel.: 617-299-2239	FAX:
Special Conditions/Notes: This contractor was the lowest bidder. Bid sheet attached.		

Second Quote or Bid

Date Quote Received: 12/27/2023	Quote: \$57,270.00/yr Open Clean Close Only + set hourly rate per attached	
Company Name: Ambient Temperature	Written <input checked="" type="checkbox"/>	Verbal <input type="checkbox"/>
Address:		
Quote Issued By:	Tel.:	FAX:
Special Conditions/Notes:		

Third Quote or Bid

Date Quote Received: 12/27/2023	Quote: \$46,990.00/yr Open Clean Close Only + set hourly rate per attached	
Company Name: ARC Mechanical	Written <input checked="" type="checkbox"/>	Verbal <input type="checkbox"/>
Address:		
Quote Issued By:	Tel.:	FAX:
Special Conditions/Notes:		

DocuSigned by:
Thomas Gregory **Chief Procurement Officer Action**
Approved: _____ Date: 2/1/2024
BA41F062A9784A6...

Comments:

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

- Posted
 Newspaper
 Central Register
 CommBuys
 Website

Town of Hudson

Standard General Contract



Contract for: Yearly Boiler Maintenance for Open-Clean-Close and On-call Emergency Services for Fiscal Years FY24, 25, 26 all Schools

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TOWN OF HUDSON

STANDARD GENERAL CONTRACT

PROVISION OF YEARLY INSPECTIONS and HOURLY ON-CALL YEARLY OPEN/CLEAN/CLOSE REPAIR ON CALL HOURLY RATE SERVICES DISTRICT WIDE

Agreement made this ___ day of January, 2024 by and between the Town of Hudson, a duly existing municipal corporation in the Commonwealth of Massachusetts, through its duly elected School Committee with no personal liability to themselves herein after referred to as the “Town” and Finbarr Mechanical LLC, a duly formed corporation, herein after referred to as the “Contractor.”

RECITALS

WHEREAS the Contractor will furnish the Town with **yearly inspections and hourly on-call boiler annual work for inspections and on-call boiler repair services districtwide beginning January 01, 2024 per the terms and agreement of their bid submitted December 27, 2023 (attached) for the sum of Twenty-Two Thousand Three Hundred Dollars (\$22,300.00) annually with set hourly rates for on call emergency services;**

WHEREAS the Town desires to purchase such goods and/or services from Contractor in a timely manner and;

WHEREAS it was one of the conditions of the award of the contract that a formal agreement should be executed, by the Contractor and the Town, evidencing the terms of the award;

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

ARTICLE I

Contractor shall furnish Town with **yearly boiler “open-clean-close” efforts in preparation for annual state inspections plus hourly on-call boiler service and repair districtwide** subject to and in compliance with all conditions, covenants, stipulations, terms and provisions contained in the Invitation for Bid Specifications, ***Instructions to Bidders*** and related documents all of which is attached hereto as ***Exhibit “A”*** and incorporated herein by reference. Contractor shall provide these materials or services for the sum equal to the aggregate purchase price of the goods and professional services to be furnished by Contractor at the prices and rates specified in the ***Contractor's Proposal*** also attached hereto as ***Exhibit “B”*** and incorporated herein by reference.

ARTICLE II

Contractor acknowledges that reliability of service is essential in this agreement with the Town, and agrees to adhere faithfully to the scope of services as described in the bid documents. In addition to any other warranties or guarantees attached hereto, Contractor warrants that the goods, items or materials which are the subject matter of this contract are fit for the use and purpose intended.

ARTICLE III

Contractor covenants and agrees to faithfully perform all of its obligations under this agreement and the incorporated documents hereto. Said performance shall be in a professional and workmanlike manner and in accordance with the standard of care and conduct that is generally acceptable in the business or profession. Further, Contractor shall complete and sign all forms attached herein as Exhibits "C thru E".

ARTICLE IV

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.

ARTICLE V

Contractor certifies the suitability, professionalism, and capability of all individuals employed to furnish services as specified herein by Contractor and in any documents incorporated herein by reference.

ARTICLE VI

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.

ARTICLE VII

Contract will be for one year commencing on the date of signing by the school committee. If funds are appropriated, Hudson Public Schools reserves the right to renew the original contract each year for two (2) additional years FY25 (2024-25), FY26 (2025-26) for a total of three (3) years provided the total amount of the contract including renewals does not exceed the total amount allowed under Massachusetts General Law. Rate increases shall be based on current Prevailing Wage Rates at the time of renewal. If current Prevailing Wage Rates are not applicable then rate increases shall be based on those submitted by the Contractor with the original bid specification form. Hudson Public Schools shall be the sole party empowered to renew said contract.

ARTICLE VIII

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.

3. Return of Property: Upon termination, Contractor shall immediately return to the Town without limitation, all documents, plans, drawings, tool and items of any nature whatever, supplied to Contractor by the Town to Contractor in accordance with this Agreement.

4. Production of Documents: All records, documents, data, reports or other material, regardless of form or finish, produced by the Contractor as a result of services provided hereunder, are work for hire, and shall become the property of the Town upon creation. The Contractor may not assert any right, title or interest in any product produced under this Agreement.

The Town may request at any time during and/or after the termination of the Agreement any records, documents, data, reports or other materials produced by the Contractor under this Agreement.

ARTICLE IX

Nothing contained herein shall be construed as a joint venture between the Contractor and the Town. In this regard, Contractor shall be deemed for all purposes herein to be an independent contractor. Contractor is required to sign the Certificate of Non-Collusion (Exhibit C).

ARTICLE X

Contractor shall maintain the following types of insurance in full force and effect during the term of this Agreement and any renewals hereof. Copies of the Worker's Compensation Certificates and the General Liability and Vehicle Insurance Policies are to be furnished to Executive Assistant in advance of commencement of work and reviewed by the Town on an annual basis.

A. All contractors working for the Town shall provide a Certificate of Insurance indicating coverage for Worker's Compensation, in accordance with minimum statutory coverage pursuant to Massachusetts General Laws.

B. All contractors engaged in contracts in excess of \$10,000 shall provide the Town with a Certificate of Comprehensive General Liability Insurance for a minimum of One Million Dollars (\$1,000,000), with complete coverage naming the Town of Hudson as additional name insured.

C. Contractors engaged in work valued between \$5,000 and \$10,000 shall provide the Town with a Certificate of Liability Insurance for a minimum of \$500,000 naming the Town of Hudson as additional name insured.

D. Contractors engaged in projects valued at less than \$5,000 shall carry an appropriate amount of liability coverage, which shall be determined by the department head procuring the service.

E. Motor vehicle liability insurance in the minimum of \$500,000.00 per accident.

ARTICLE XI

The Contractor agrees to take all necessary precautions to prevent injury to any persons or damage to property during the term of this Agreement and shall indemnify and save the Town harmless against all losses and expenses resulting in any way, from any negligent or willful act or omission on the part of the Contractor, its agents, employees or sub-contractors or resulting directly or indirectly from Contractor's performance under this Agreement.

ARTICLE XII

This Agreement sets forth the entire Agreement and understanding between the parties and may be amended, modified or waived in whole or part only by a subsequent writing executed by both parties hereto. Nothing herein shall be construed as permitting either party to assign any interest, benefit or obligation contained herein without the express written consent of the parties hereto.

ARTICLE XIII

If any term, provision, paragraph or word is determined to be illegal, unconstitutional or otherwise unenforceable by a court of competent jurisdiction, then the remaining provisions contained herein shall remain in full force and effect between the parties.

IN WITNESS WHEREOF, the parties hereto have set their hand and seals to this agreement on the day and date first above specified.

Hudson Public Schools
School Committee Signatures

Contractor Name: *Finbarr Mechanical LLC*

School Committee Chair

Joe McGrath
Printed Name

School Committee Member

Joe McGrath
Contractor Authorized Signature

School Committee Member

Corporate Seal: *Barbara Ann Vessier*

School Committee Member



School Committee Member

**HUDSON PUBLIC SCHOOLS
FACILITIES SERVICES DEPARTMENT
155 APSLEY STREET
HUDSON, MA 01749
978-567-6100**

*Finbarr Mechanical
Avon, MA.*

ANNUAL OPEN/CLEAN/CLOSE AND ON-CALL HOURLY RATE BOILER SERVICE

Scope:

The Hudson Public School is seeking to acquire the services of a licensed and insured boiler service company for the period of FY24 - FY26 (Jul 1- Jun 30) to perform **on-call maintenance including; preparing boilers for the annual state inspections by opening-cleaning-closing boiler equipment; programming; repair and technical services and quoting materials and equipment for existing and/or proposed systems** at an established hourly rate and cost-plus percentage mark-up for materials. Copy(ies) of a current license(s) and insurance certificate are required. These following eight (8) pages comprise Exhibit A "Instruction to Bidders" and Exhibit B "Contractor's Response" and shall be part of the total contract package. Please retain a copy for your record.

Services to be provided shall include but are not limited to opening-cleaning-closing, troubleshooting, repairs, replacement or installation of boiler units, equipment and materials within the Hudson Public School System.

If the situation should arise where the scope and cost of service or materials exceeds the maximum allowed by state procurement laws or if deemed in the Town's best interest, the Hudson Public Schools reserves the right to solicit bids from other qualified firms. Hudson Public Schools reserves the right to request a "per job" quote and/or estimates for larger, more elaborate projects or repairs.

The contract will be awarded based on the lowest qualified total bid price for the open-clean-close efforts for all school locations combined.

Exhibit - A

Instructions to Bidders: Sealed Bid

In accordance with the provisions of Chapter 149, Sections 44A *et seq.* of the Massachusetts General Laws and Chapter 30, Section 39M of the Massachusetts General Laws, the Town of Hudson, Hudson Public Schools, 155 Apsley Street, Hudson, MA 01749, acting through the Hudson Public School Committee (hereinafter "the Town of Hudson" or "the Town"), invites sealed Bids to **open-clean-close activities for boiler installations at all schools**, which are described in this Invitation for Bids. Bids should also include hourly rates for licensed professionals to provide maintenance, repair and other technical services as may be required to maintain these boiler plants. The contract will be awarded to the lowest responsible and eligible bidder.

The term "lowest responsible and eligible Bidder" shall mean the Bidder: "(1) whose Bid is the lowest of those Bidders possessing the skill, ability and integrity necessary for the faithful performance of the work; (2) who shall certify, that he is able to furnish labor that can work in harmony with all other elements of labor employed or to be employed in the work; (3) who shall certify that all employees to be employed at the worksite will have successfully completed a course in construction safety and health approved by the United States Occupational Safety and Health Administration that is at least ten (10) hours in duration at the time the employee begins work and who shall furnish documentation of successful completion of said course; (4) who, where the provisions of M.G.L. c. 29 §8B of M.G.L. apply, shall have been determined to be qualified thereunder.

Subject to. M.G.L. c. 149, §44A and c.30, §39M, the Town reserves the right to award one (1) Contract, to the lowest responsible and eligible bidder who provides the services as stated above.

Nothing in this Invitation for Bids will compel the Town to award a Contract. The Town may cancel this Invitation for Bids, may waive, to the extent allowed by law, any informalities, and may reject any and all Bids, if the Town, in its sole discretion, determines said action to be in the best interest of the Town of Hudson. The Town may reject as non-eligible any Bid that fails to satisfy any of the Bid Submission Requirements.

The Invitation for Bids, specifications and bid forms may be requested electronically or in person at the Hudson Public Schools, 155 Apsley St., Hudson, MA 01749 on **Wednesday, December 6, 2023 after 9:00 AM.**

Questions regarding this Invitation for Bids shall be submitted in writing and shall be delivered to Tim Goulding, Assistant Facilities Director tagoulding@hudson.k12.ma.us **by 1:00 PM local time, on Thursday, December 21, 2023.** Questions shall be received by that date. Any questions requiring consideration shall be answered in an addendum delivered to all registered Successful Bidders. Questions presented after this time shall not be considered. No question which is not submitted in writing shall be considered.

Sealed Bids marked "**Hudson Public Schools: Sealed Bid for Annual Boiler Services and On-Call Repairs.**" shall be received by **10:00 a.m., Verizon Wireless time, Wednesday, December 27, 2023** at this address:

**Facilities Services Department
Hudson Public Schools
155 Apsley Street
Hudson, MA 01749
Attn: Len Belli, Facilities Director**

Each Bidder's name, address and contact phone number shall be clearly visible from the outside of each sealed envelope. The clock in the Hudson Public School Administration Building shall be considered official. No late Bids shall be accepted. No faxed Bids shall be accepted. Conditional Bids will not be accepted.

Each Bid shall be submitted in accordance with the Submission Requirements in order to be considered for award. Any Bid submitted shall be binding for sixty (60) days subsequent to the time of the opening of Bids.

The Successful Bidder shall be required to execute a Contract in a form of the attached document. The Successful Bidder shall, within ten (10) days after presentation thereof by the Town, execute a Contract in accordance with the terms of this Invitation for Bids. The Bidder further accepts all of the terms and conditions of this Invitation for Bids.

Submission of a Bid shall be conclusive evidence that the Bidder has examined this Invitation for Bids and is familiar with all the conditions of the proposed Contract. Upon finding any omissions or discrepancy in this Invitation for Bids, each Bidder shall notify the Town immediately so that any necessary addenda may be issued. Failure of a Bidder to investigate completely the Invitation for Bids and/or to be thoroughly familiar with this Invitation for Bids shall in no way relieve any such Bidder from any obligation with respect to the Bid.

Changes, modifications or withdrawal of Bids shall be submitted in writing to Tim Goulding c/o the Facilities Department prior to the deadline and shall be contained in a sealed envelope clearly marked as appropriate, "CORRECTION, MODIFICATION OR WITHDRAWAL OF SEALED BID TO PROVIDE ANNUAL BOILER SERVICE". No corrections, modifications, or withdrawal of Bids shall be permitted after Bids have been opened.

The Successful Bidder who enters into a Contract with the Town shall be responsible for obtaining, at his/her/its own expense, all appropriate federal, state and local permits, licenses and approvals.

Each Bid shall be accompanied by a five (5%) percent Bid Deposit in the form of a Bid bond, or a certified check, or a treasurer's or cashier's check issued by, a responsible bank or trust company, payable to; "TOWN OF HUDSON" followed by "(Your Company Name)" in order for the check to be deposited by either the Town of Hudson or your company upon return. The amount of such Bid Deposit shall be five (5%) percent of the value of the Bid based on an estimate of thirty-five thousand dollars (\$35,000.00) total of the contract.

The Bid Deposits of the three (3) lowest responsible and eligible Bidders will be returned upon the execution and delivery of a Contract or, if no award is made, upon the expiration of the time prescribed herein for making an award.

Massachusetts General Laws Chapter 149, Section 44A, and Chapter 30, Section 39M, which are incorporated herein by reference, shall govern all procedures.

Prevailing wage rates as determined by the Commissioner of the Massachusetts Department of Labor and Workforce Development under the provisions of the Massachusetts General Laws, Chapter 149, Sections 26 to 27G, as amended, apply to this work. It is the responsibility of the Bidder, before Bid opening, to request, if necessary, any additional information on Minimum Wage Rates for those tradespeople who may be employed for the proposed work under any such Contract awarded.

Successful Bidder's Personnel

The Successful Bidder shall be responsible for any training of his/her/its personnel. The Successful Bidder's personnel shall be adequately licensed and trained by the Successful Bidder, shall be experienced in installing and maintaining **boiler units and equipment**, and shall be of good moral character. All of Successful Bidder's employees assigned to the sites shall pass Criminal Offender Record Information (CORI) and Sex Offender Record Information Screening (SORI). The Successful Bidder shall provide the Town of the following information:

Name, business address, telephone and cell phone numbers of the president and foreman.

The Successful Bidder will update this list whenever there is a change in personnel.

The Successful Bidder shall provide services as an independent contractor with the Town of Hudson and the Successful Bidder and his/her/its employees shall not be entitled to receive any benefits of employment with the Town of Hudson, including without limitation salary, overtime, vacation pay, holiday pay, health insurance, life insurance, pension or deferred compensation.

Conduct of Personnel

- a. Under the provisions of the Education Reform Act of 1993, smoking is not permitted on school property.
- b. Under no circumstances shall workers on site have interactions with students.
- c. Use of profanity is prohibited.
- d. CORI Requirements: All tradesmen, workmen and contractor employees who will be present at Hudson Public Schools must undergo and pass a CORI review process (Criminal Offender Record Information) prior to working at school buildings within the district. Each employee is to report to the Hudson Public Schools Administration Building, 155 Apsley Street, Hudson at least one week in advance of having a work presence at this job site. Each prospective employee must present the HPS representative with a valid picture ID. At that time the individual must fill out and complete a standard CORI check form in person. Hudson Public Schools personnel will make a photocopy image of that individual's picture identification and submit it along with their completed CORI check form to the Hudson Public School system administrator for processing with the proper entity within the Commonwealth of Massachusetts. The CORI check process can take as little as two (2) days but may take significantly longer. The Massachusetts Criminal History Systems Board (CHSB) processes submitted authorizations generally within a week, but at peak times processing has taken two (2) weeks or more. Once the CORI check has been completed each person will be notified to advise them as to the status of their CORI check.

Exhibit – B

Bidder's Response

Vendors must supply a minimum of two references with current phone numbers and contact person from school department where your firm has performed the work above.

N/A - Have done work and projects at MIT and Northeastern as
 School Department _____ Name of Contact Person _____ Phone _____

Sub Contractors for a G.C. Have Also done High security projects.
 School Department _____ Name of Contact Person _____ Phone _____

1. What is the type, current status, and expiration date of any valid applicable license possessed by you or your firm?

- License Type(s): Retrification Contractor - RC-148262
- Status: Active
- Expiration Date: 4/4/2025

2. Under ordinary circumstances most services will be scheduled by the Facilities Services Department for completion during normal hours of operation. However, in case of emergency, the successful bidder is subject to a call out at any hour on any day of the year. Thus, all bidders are required to answer the following questions as part of their bid proposal:

- (a) What is your emergency contact phone number? 617-299-2239
- (b) Is this phone number monitored 24/7/365? Yes
- (c) What is the response time in hours/minutes in an emergency situation that the Hudson Public Schools can expect to lapse between our initial contact via phone and/or pager service and when our Facilities Services Department can reasonably expect on-site service?

Response Time: 3 hours

(d) Please provide your hourly rates (based on applicable "Prevailing Wage" Rate laws) You may attach a separate sheet if the hourly rate varies between job categories.

Licensed Mechanic	FY24 (7/1/23 - 6/30/24)	FY25 (7/1/24 - 6/30/25)	FY26 (7/1/25 - 6/30/26)
Hourly Rate 7:00AM – 4:00PM	\$ 145 \$ 145	\$ 147	\$ 149
Overtime Hourly Rate After 8 hours	\$ 245	\$ 247	\$ 249
Holiday/Sunday Hourly Rate	\$ 300	\$ 305	\$ 310

Apprentice / Laborer	FY24 (7/1/23 - 6/30/24)	FY25 (7/1/24 - 6/30/25)	FY26 (7/1/25 - 6/30/26)
Hourly Rate 7:00AM – 4:00PM	\$115	\$120	\$122
Overtime Hourly Rate After 8 hours	\$230	\$232	\$235
Holiday/Sunday Hourly Rate	\$230	\$235	\$240

	FY24 (7/1/23 -6/30/24)	FY25 (7/1/24 -6/30/25)	FY26 (7/1/25 -6/30/26)
Fuel Service / Trip Charge / Mileage Fee	\$150	\$155	\$160

Services provided must also include cleanings and opening and closing of all boilers for annual inspections. The contractor may be assisted by school maintenance personnel. **If applicable, both the fire side and water sides are to be opened for inspections.** The following is a list of buildings/boilers:

School	Boiler/Type	Cost
Administration Building 155 Apsley St.	(2) Cleaver-Brooks Clearfire Condensing/FHW/Gas	\$ 3,500
Hudson High 69 Brigham St.	(2) Aerco Benchmark Condensing/FHW/Gas (2) Camus Condensing/Gas	\$ 6,500
David J. Quinn Middle 201 Manning St.	(3) Aerco Benchmark Condensing/Glycol/Gas	\$ 4,500
Forest Ave. Elementary 136 Forest Ave.	(2) Cleaver-Brooks Steel/FHW/Gas	\$ 3,500
C.A. Farley Elementary 119 Cottage St.	(2) Cleaver-Brooks CB 700-125 Steel/FHW/Gas	\$ 3,500
J.L. Mulready Elementary 306 Cox St	(2) Aerco Benchmark Condensing /FHW/Gas	\$ 4,300
Cora Hubert Building 119 Broad St.	(1) H.B. Smith CI Sectional/FHW/Gas	\$ 1,200

Please provide a contract price for opening, cleaning and closing boilers in each building. These services will include but are not limited to:

- Clean boiler feeders, low water cut-offs, water level controls and screens. Replace with new gaskets, reassemble and test.
- Clean burners, blowers, gun assemblies, pilot assemblies, ignitors, scanners and photo cells.
- Reinstall hand hole covers with new gaskets and refill waterside and test for leaks, every third year.
- Tune and test burner on completion of re-assembly by use of a combustion analyzer.
- Test operating and service controls.
- Inspect lining of hot water tanks where applicable. Flush tank and reinstall hand hole with new gasket, fill tank and test for leaks where applicable.
- Blow down expansion tanks, clean strainers on pressure regulators and make up water tanks where applicable.

- Check vents and circulator flanges for leakage and repair as necessary.
- Check OS&Y valve operation, repack if necessary and lube with a non-seizing thread compound.
- Check and lubricate all bearings on all motors, circulators and gearboxes.
- I.D. fans are to be checked, greased and belts replaced where applicable.
- Clean/check/replenish neutralization media and equipment **per manufacturer's recommendations.**

3. Absent unusual circumstances, please indicate the maximum expected amount of time in days which the Hudson Public Schools can expect to elapse between the date when a non-emergency service request is issued via a purchase order and the commencement of the performance of the service sought.

Reply: 36 hours

a. In the event of an emergency during which time you or your staff have sickness, injury or vacation, do you have alternative coverage for the school /town?

Reply: Yes

4. Please indicate the method you will use to bill the Hudson Public Schools for materials provided. Indicate what percentage above cost (invoices from established supply houses are required to be submitted) and, if applicable, what discounts are available to the Hudson Public Schools.

Method: email

Cost: 20 %

Discount: N/A

5. Please read and sign the acknowledgment that you understand the Hudson Public Schools' billing and payment procedures and accept them as written.

- Unless a purchase order is signed by the Director of Facilities or their designee and has been executed prior to the commencement of work and received by the firm awarded this service contract, no payment whatsoever is obligated, assumed, or will be made for any billing.
- In an emergency situation, a written authorization signed by the Director of Facilities or their designee will be issued before the repairs are initiated. A copy of the purchase order will be signed by the Facility Director or their designee and emailed to the firm on the next regular working day.
- All bills for services and invoices for materials **must clearly indicate the purchase order number on each invoice.** Bills without purchase order numbers or person of contact will be returned unpaid for correction by the firm.
- Purchase orders issued under this award are valid between July 1 and June 30 of the fiscal year they are issued. **All work must be completed within the fiscal year the purchase order is issued.** All billing must be completed by June 30 of the fiscal year covered under the current contract.
- Authorized invoices are processed and placed an agenda for approval by the School Committee. The School Committee meets the second and fourth Tuesday of each month.

- f. Checks for approved invoices are usually issued within a week of the School Committee meeting by the Town Treasurer's Office located at Town Hall.
6. The selected vendor will be required to review AHERA restrictions with the Director of Facilities prior to any work activity.
- a. All vendor employees must have a current two-hour asbestos awareness training session.
 - b. Before any work begins the vendor must check-in with the Facilities Department for a **Work Order(s)** and an **on-site meeting**. Payment will not be processed without sign-off on a Work Order(s).
 - c. Any changes to specifications by the vendor must be with written consent of the Director of Facilities.
7. **All waste from any service will be removed from the premises and disposed by the contractor at their expense.**
8. Hudson Public Schools reserves the right to renew the contract each year for two (2) additional fiscal years (FY25, FY26) upon consent of both parties. Hudson Public Schools shall be the sole party empowered to institute renewal of this contract. We estimate the total number of hours per year to be one and fifty hundred hours.
9. Do you hold a current state awarded contract for the service/product described above and if so, what is the expiration date and contract number? A copy of said contract are required to be submitted.

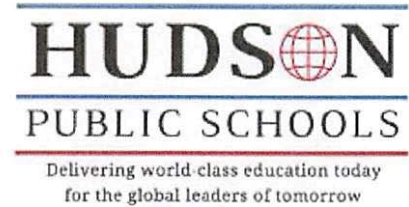
Yes: _____ No: _____ If yes, expiration date and number: _____

10. Should the situation arise where another town department requires your services, would you be available to them under the same terms and conditions as stated above?

Yes: _____ No: _____ If yes, sign and date: _____

Facilities Department

Len Belli, Director of Facilities
Tim Goulding, Assistant Director of Facilities
155 Apsley St.
Hudson, MA 01749
978-567-6100



ANNUAL OPEN/CLEAN/CLOSE AND ON-CALL HOURLY RATE BOILER SERVICE

Addendum #1

Question 1- Is there a plan holder list for this project.

Answer- See attachment "On Call Boiler Bid Name Address of Requestors Due 12.27.2023.pdf"

Question 2- Is there a current maintenance provider?

Answer- Currently we do not have a maintenance provider as the last contract expired on June 30, 2023. We used a local mechanical contractor to open/clean/close the (4) Cleaver Brooks boilers for our insurance inspections in September. This year was both water side and fire side inspections.

Question 3- Is there a previous bid result and the lowest bidder's breakdown?

Answer- See attachment "FY21 Boiler Bid Result"

Question 4- Will there be a schedule site visit?

Answer- There is not a required site visit scheduled. However, we have set a site visit up for Tuesday, December 12, 2023 at 9:00am starting at the Administration Building, 155 Apsley St. Hudson, MA 01749. We can then continue around town to visit the 7 sites.


AIA[®] Document A310™ – 2010
Bid Bond**CONTRACTOR:***(Name, legal status and address)*

Finbarr Mechanical, LLC
11 Robbie Road
Avon, MA 02322

SURETY:*(Name, legal status and principal place of business)*

Frankenmuth Insurance Company
One Mutual Avenue
Frankenmuth, MI 48787

OWNER:*(Name, legal status and address)*

Town of Hudson
155 Apsley Street
Hudson, MA 01749

BOND AMOUNT: \$ Five Percent of Attached Bid (5%)**PROJECT:***(Name, location or address, and Project number, if any)*

FY24 - FY26 - IFB Annual Boiler Services and On-Call Repairs

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

Init.

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User Notes:

(1177639241)

1

Signed and sealed this 27th day of December, 2023

[Signature]
(Witness)

[Signature]
(Witness)

Finbarr Mechanical, LLC
(Contractor as Principal) (Seal)
Account Manager
(Title)

Frankenmuth Insurance Company
(Surety) (Seal)
[Signature]
(Title) Matthew Leskani (Attorney-in-Fact)



Init.

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User Notes:

(1177639241)

FRANKENMUTH INSURANCE COMPANY

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS, that Frankenmuth Insurance Company (the "Company"), a corporation duly organized and existing under the laws of the State of Michigan, having its principal office at 1 Mutual Avenue, Frankenmuth, Michigan 48787, does hereby nominate, constitute and appoint:

Mark Leskanic, Matthew Leskanic, Bette Botticello

Their true and lawful attorney(s)-in-fact, each in their separate capacity if more than one is named above, to make, execute, seal, acknowledge and deliver any and all bonds, contracts and undertakings of suretyship, with the exception of Financial Guaranty Insurance, provided, however, that the penal sum of any one such instrument shall not exceed the sum of:

Fifty Million and 00/100 Dollars (\$50,000,000)

This Power of Attorney is granted pursuant to the following Resolution duly adopted at a meeting of the Board of Directors of Frankenmuth Insurance Company:

"RESOLVED, that the President, Senior Vice President or Vice President and each of them under their respective designations, hereby is authorized to execute powers of attorney, and such authority can be executed by use of facsimile signature, which may be attested or acknowledged by any officer of the Company, qualifying the attorney(s) named in the given power of attorney, to execute on behalf of, and acknowledge as the act and deed of Frankenmuth Insurance Company on all bonds, contracts and undertakings of suretyship, and to affix the corporate seal thereto."

IN WITNESS WHEREOF, the Company has caused these presents to be signed and attested by its appropriate officers and its corporate seal hereto affixed this 15th day of December, 2022.



Frankenmuth Insurance Company
By Frederick A. Edmond, Jr.
Frederick A. Edmond, Jr.,
President and Chief Executive Officer

STATE OF MICHIGAN)
COUNTY OF SAGINAW) ss:

Sworn to before me, a Notary Public in the State of Michigan, by Frederick A. Edmond, Jr., to me personally known to be the individual and officer described in, and who executed the preceding instrument, deposited and said the Corporate Seal and his signature as Officer were affixed and subscribed to said instrument by the authority of the Company.

IN TESTIMONY WHEREOF, I have set my hand, and affixed my Official Seal this 15th day of December, 2022.



Susan L. Fresorger (Seal)
Susan L. Fresorger, Notary Public
Saginaw County, State of Michigan
My Commission Expires: April 3, 2028

I, the undersigned, Executive Vice President of Frankenmuth Insurance Company, do hereby certify that the foregoing is a true, correct and complete copy of the original Power of Attorney; that said Power of Attorney has not been revoked or rescinded and is in full force and effect as of this date.

IN WITNESS WHEREOF, I have set my hand and affixed the Seal of the Company, this 27th day of December, 2023.

Andrew H. Knudsen
Andrew H. Knudsen, Executive Vice President,
Chief Operating Officer and Secretary

ALL CORRESPONDENCE RELATED TO BOND VALIDATION AND/OR A CLAIM SHOULD BE DIRECTED TO VP SURETY, 701 U.S. ROUTE ONE, SUITE 1, YARMOUTH, ME 04096



SURETY BOND PROFESSIONALS INC.

LET US BE YOUR BOND PARTNER

BID BOND ATTACHED

Thank you for choosing Surety Bond Professionals for support of all your bonding needs.

It is your responsibility to ensure the bid bond conforms with your needs and instructions to us, including but not limited to the correct coverages and parties, and with any laws applicable to your operations and/or the contract requiring the bid bond, and to advise us immediately, in writing, if the bid bond form so executed does not contain the proper information. Accordingly, it is incumbent upon you to carefully review the bond, and we will expect that you will, double-check all information, including signatures, dates, amounts and job descriptions for accuracy, and to verify that the bid bond form we executed is the form required by specification. This will avoid the possibility of having a low bid rejected because of a clerical error. We will also expect you to verify that anything unusual that has been requested by the obligee is attached.

If, following your review of the bond, you do not advise us in writing of any problem of deficiency in its terms and information but submit the bond as is, your submission will constitute your verification, and we will justifiably assume that the bond form as issued is correct and appropriate for the purpose for which it is being submitted. You further understand that we will have no liability for any deficiencies or discrepancies not brought to our attention in accordance with this letter.

THE BID BOND AUTHORIZATION IS BASED UPON YOUR ORIGINAL ESTIMATE. IF THE ACTUAL BID PRICE EXCEEDS THIS ESTIMATE BY 10% OR MORE, YOU MUST CONTACT US FOR ADDITIONAL AUTHORITY.

*****PLEASE PROVIDE BID RESULTS BELOW*****

Company Name: _____

Project: _____

Contractor Name:

Bid Amount:

1st _____

\$ _____

2nd _____

\$ _____

3rd _____

\$ _____

Your Bid: _____

We greatly value the relationship we have established so if we can lend our support or assistance at any point in the future, please do not hesitate to contact us.

If you know of anyone whom might benefit from our bonding services, please let us know or provide them with our contact information.

Thank you!

EXHIBIT C

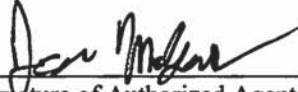
Certificate of Non-Collusion

Chapter 30B, § 10

“The undersigned certifies under penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word “person” shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.”

Finbarr Mechanical LLC

Individual or Corporate Name of Proposer



Signature of Authorized Agent

Joe McGrath

Printed Name of Authorized Agent

1/19/24

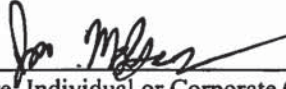
Date

EXHIBIT D

Certificate of Tax Compliance

Pursuant to Massachusetts General Law Chapter 62C, § 49A, I hereby certify under penalties of perjury that I have, to the best of my knowledge and belief, filed all state tax returns and paid all state taxes required under law.

85-08168765
Social Security or Federal I.D. Number


Signature: Individual or Corporate Officer

1/19/24
Date

Please Print:

Finbarr Mechanical LLC
Corporate Name

11 Robbie Road
Address

N/A
P.O. Box

Avon, MA 02322
City, State, Zip Code

* Your Social Security Number or Federal Identification Number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Proposers who fail to correct their non-filing or delinquency will not have a contract or other agreement issued, renewed or extended. This request is made under the authority of M.G.L. Ch. 62C, § 48A.

EXHIBIT E

**Certificate of Authority
Meeting of Board of Directors**

At a meeting of the Directors of the Finbarr Mechanical LLC duly called
(Corporation)

and held at 11 Robbie Road Avon, MA 02322 on the 19 day of

January, in the 2024 year at which a quorum was present and acting, it

was voted, that Joe McGrath the Owner of this
(Name) (Title/position)

Corporation is hereby authorized and empowered to make, enter into, sign, seal and deliver,

on behalf of this Corporation a Contract for

HVAC Preventative Maintenance and emergency services

(brief description)

with the Town of Hudson, and performance and payment bonds (each in the amount of the

Contract) in connection with such Contract.

I hereby certify that the above is a true and correct copy of the record, that said vote has

not been amended or repealed and is in full force and effect as of this date, and that

Joe McGrath is a duly elected owner of

this Corporation.


Clerk or Secretary of the Corporation

Hudson Public Schools Facilities and Support Services Department
155 Apsley St., Hudson, MA 01749

Tabulation of Bids for: On-Call Hourly Rate Boiler Service

Bid Opening: Wednesday, December 27, 2023 at 10:00 a.m. Present at Opening – Len Belli, Facilities Director; Tim Goulding Asst. Facilities Director; Paul White, Electrician

Bidder	Bid Price			Materials	DCAMM Cert.	Bid Bond	Update Statement	Liability Ins.	Licenses	Disc.	Remarks
	FY24	FY25	FY26								
Finbarr Mechanical Avon, MA	FY24	FY25	FY26	20%	N/A	X	N/A		Refrigeration	N/A	\$22,300 3 Hr. Response Time
Mech. Hourly / Appr. Hourly	\$145 / \$115	\$147 / \$120	\$149 / \$122								
Mech. O.T / Appr. O.T.	\$245 / \$230	\$247 / \$232	\$249 / \$235								
Mech. Holiday / Appr. Holiday	\$300 / \$230	\$305 / \$235	\$310 / \$240								
Fuel Service / Trip Charge/ Mileage Fee	\$150	\$155	\$160								
(2) Cleaver-Brooks Clearfire Condensing FHW/Gas		Admin	\$3500								
(2) Aerco Benchmark Condensing FHW/Gas		HHS	\$1500								
(2) Camus Condensing/Gas		Quinn	\$4500								
(3) Aerco Benchmark Condensing Glycol/Gas		Forest	\$3800								
(2) Cleaver-Brooks Steel FHW/Gas		Farley	\$3500								
(2) Cleaver Brooks CB 700-125 Steel FHW/Gas		Mulready	\$4300								
(2) Aerco Benchmark Condensing FHW/Gas		Hubert	\$1200								
(1) HB Smit CI Sectional FHW/Gas											
Ambient Temperature Corp. Newburyport, MA	FY24	FY25	FY26	15%	N/A	X	N/A		State Lic. TRD 01 Exp. 3/31/24	N/A	\$57,270 4 Hr. Response Time
Mech. Hourly / Appr. Hourly	\$200 / \$125	\$210 / \$131.25	\$220.50 / \$138								
Mech. O.T / Appr. O.T.	\$300 / \$187.50	\$315 / \$197	\$330.75 / \$206								
Mech. Holiday / Appr. Holiday	\$300 / 187.50	\$315 / \$198	\$330.75 / 206								
Fuel Service / Trip Charge/ Mileage Fee	\$40	\$40	\$40								
(2) Cleaver-Brooks Clearfire Condensing FHW/Gas		Admin	\$9872								
(2) Aerco Benchmark Condensing FHW/Gas		HHS	\$6448								
(2) Camus Condensing/Gas		Quinn	\$9672								
(3) Aerco Benchmark Condensing Glycol/Gas		Forest	\$6848								
(2) Cleaver-Brooks Steel FHW/Gas		Farley	\$9872								
(2) Cleaver Brooks CB 700-125 Steel FHW/Gas		Mulready	\$6448								
(2) Aerco Benchmark Condensing FHW/Gas		Hubert	\$8110								
(1) HB Smit CI Sectional FHW/Gas											

*Due within five days after notice of bid award

Bidder	Bid Price			Materials	DCAMM Cert.	Bid Bond	Update Statement	Liability Ins.	Licenses	Disc.	Remarks
	FY24	FY25	FY26								
ARC Mechanical Wilmington, MA											
Mech. Hourly / Appr. Hourly	\$172 / \$145	\$177 / \$149	\$182 / \$153								
Mech. O.T / Appr. O.T.	\$218 / \$178	\$225 / \$183	\$233 / \$189								
Mech. Holiday / Appr. Holiday	\$304 / \$250	\$314 / \$258	\$324 / \$266								
Fuel Service / Trip Charge/ Mileage	\$80	\$80	\$80								
Fee											
(2) Cleaver-Brooks Clearfire Condensing FHW/Gas		Admin	\$5965								
(2) Aerco Benchmark Condensing FHW/Gas		HHS	\$8400	25%	N/A	X	N/A		HVAC Boiler Refrig	N/A	\$46,990 2 Hr. Response Time
(2) Camus Condensing/Gas											
(3) Aerco Benchmark Condensing Glycol/Gas		Quinn	\$8025								
(2) Cleaver-Brooks Steel FHW/Gas		Forest	\$8175								
(2) Cleaver Brooks CB 700-125 Steel FHW/Gas		Farley	\$8175								
(2) Aerco Benchmark Condensing FHW/Gas		Mulready	\$5500								
(1) HB Smit CI Sectional FHW/Gas		Hubert	\$2750								

*Due within five days after notice of bid award

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

Funding Source: ~~PD Contracted Services World Languages~~

Account Number: ~~18-2324-24-1-526-1277-2358-6-1-99~~

Contract for Services

Commitment Information

Name: Cross Cultural Communication Systems
Address: 227 Garfield Ave. #B, Woburn, MA 01801
Social Security #/ Federal Tax Identification #: 043298469

Terms of Contract: As an independent contractor, you shall maintain all insurances as are necessary for purposes of liability and shall not hold the Hudson Public Schools responsible for any injuries stemming from performance of any duties associated with this job. The Town of Hudson, as required by law, will report all compensation to the Internal Revenue Service, and will provide a copy of this report to you.

Contractors are required to authorize the district to conduct a C.O.R.I. (Criminal Offender Record information) search through the Criminal History Systems Board. This contract is contingent upon a satisfactory CORI report.

Maximum Contract Dollars and/or Rates: Total Compensation for services not to exceed \$10,399 unless written prior approval is received.

Payment Schedule: Upon monthly invoicing by contractor.

Description of Services

The Individual Contractor/Agency agrees to perform the following services for the Hudson Public Schools:

- ◆ Medical Interpretation Course 2023-2024 - Consultation and classroom visits
- ◆ Oral exam preparation and final exam proctoring

Timeline for Services: Upon execution of the contract, through June 13, 2024

Termination: This contract may be terminated for non-performance at any time. In the event of termination, compensation will be adjusted to the percentage of performance completed. In addition, this contract is subject to state and federal appropriations and may be terminated immediately upon cessation of funding by the appropriate funding source. Either party reserves the right to terminate this contract upon providing thirty (30) days notice of the intent to terminate to the other.

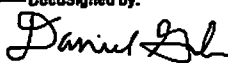
For the Individual Contractor/Agency



Signature of Contractor

Date: January 11, 2024

For the Hudson Public Schools
DocuSigned by:


TEBAA67D4382461

School Business Manager

Date: 1/25/2024

Superintendent of Schools

Date: _____

SUPPLY/SERVICE PROCUREMENT FORM

Ch. 30B

Ch. 149

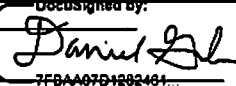
Ch. 30 §39m

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 \$9,999. Procurements over \$9,999 will also require a signed contract authorized by either the Board of Selectmen or School Committee.

Department: **World Language**

Date: **12/12/2023**

Department Head: **6C032D5895D845E**
 Finance Director (signature) _____

Deauthorized by:

 7F5AA07D1292461...

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

Services provided by CCCS to Hudson High School include 10 hours of consultation for the Medical Interpretation Program; HIPAA for the Medical Interpretation 2 students; classroom visits; language coaching and preparation, administration and grading of final exams. See quote attached for more information.

Recommended Quote or Bid

Date Quote Received: **11/20/2023** Quote: **\$10,399.00**

Company Name: **Cross Cultural Communication Systems** Written Verbal

Address: **227 Garfield Ave B
 Woburn, MA 01801**

Quote Issued By: **Cross Cultural Communication Systems** Tel.: **(781) 729-3736** FAX: _____

Special Conditions/Notes:
Sole Source

Second Quote or Bid

Date Quote Received: _____ Quote: _____

Company Name: _____ Written Verbal

Address: _____

Quote Issued By: _____ Tel.: _____ FAX: _____

Special Conditions/Notes: _____

Third Quote or Bid

Date Quote Received: _____ Quote: _____

Company Name: _____ Written Verbal

Address: _____

Quote Issued By: _____ Tel.: _____ FAX: _____

Special Conditions/Notes: _____

Approved:  **Chief Procurement Officer Action**

Date: **1/10/2024**

Comments:
 n/a

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

Posted
 Newspaper
 Central Register
 CommBuys
 Website

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

Central Administration Building
Curriculum and Instruction
155 Apsley Street
Hudson, MA 01749

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

To: Tom Moses, Executive Assistant, Town of Hudson
From: Wendy Anderson, Director of English Learner Education, Hudson Public Schools
CC: Marco C. Rodrigues, Ed.D., Superintendent of Schools
Date: December 12, 2023
Re: Cross Cultural Communication Systems, Inc. Medical Interpretation Training

Cross Cultural Communication Systems are the providers of a program to train high school students to become Medical Interpreters. CCCS produces their own materials, provides Professional Development to teachers and administrators, provides consultation and administers final written and oral exams to students. Student that successfully pass their final exams receive a certificate stating they have been trained as Medical Interpreters and successfully passed a final exam. This certificate is sufficient to become a professional Medical Interpreter in Massachusetts. CCCS's Medical Interpretation program is unique because It is an accredited program in which students receive a diploma upon completion, and provides coaching in the classroom.

Even though there are multiple companies in Massachusetts that train adults to become Medical Interpreters, I am not aware of any that works closely with schools and provides students with diplomas.

Delivering World-Class Education for the Global Leaders of Tomorrow

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



Quote

Embracing Culture

Cross Cultural Communication Systems, Inc.
www.EmbracingCulture.com

Date	Quote #
11/20/2023	112822-HUD

P.O. Box 2308
Woburn, MA 01888-0508
Phone:(781)729-3736 * Fax:
(781)729-1217

Sold To
Hudson Public Schools Ana Pimentel 155 Apsley Street Hudson, MA 01749

Description	Amount
MEDICAL INTERPRETATION COURSE - 2023-2024	
HIPAA - 17 Students - \$15/Student- \$255.00	\$255.00
FINAL EXAM:	\$3,240.00
WRITTEN:	
- Proctoring: \$80.00/hr (up to 4.5 hrs for up to 17 Students in-person teacher present) = \$360.00	
- Faculty + Corrections: \$120.00/hr (up to 24hrs for up to 17 Students) = \$2,880.00	

This is a PRIVATE document. Please do not disclose CONFIDENTIAL information, including company pricing and policies with parties not authorized by CCCS, Inc.™ Thank you!

Thank you for your business!



Quote

Embracing Culture

Cross Cultural Communication Systems, Inc.
www.EmbracingCulture.com

Date	Quote #
11/20/2023	112822-HUD

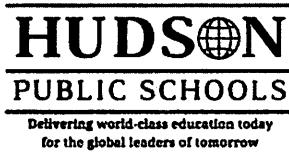
P.O. Box 2308
Woburn, MA 01888-0508
Phone:(781)729-3736 * Fax:
(781)729-1217

Sold To
Hudson Public Schools Ana Pimentel 155 Apsley Street Hudson, MA 01749

Description	Amount
FINAL EXAM: ORAL: - Oral Exam Prep session in person \$80.00/hr (up to 6hrs for up to 17 students - 5 groups of 3 students and 1 group of 2 students) = \$640.00 - Language Coaches for actual oral exam \$80/hr (up to 26 hrs for up to 17 students) = \$2,080.00 Faculty + Corrections: \$120.00 (up to 25.5 for up to 17 students) = \$3,060.00 Traveling: Up to 5 consultants \$80hr up to 10hrs=\$800.00	5,574.00
Consultation up to 10hrs - \$120.00/hr = \$1,200.00	1,200.00
Total	\$10,399.00

This is a PRIVATE document. Please do not disclose CONFIDENTIAL information, including company pricing and policies with parties not authorized by CCCS, Inc.™ Thank you!

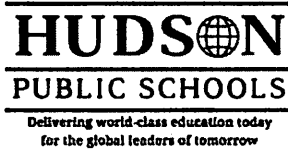
Thank you for your business!



HUDSON SCHOOL COMMITTEE GRANT ACCEPTANCE FORM

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

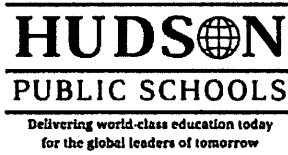
Grant Name:	Project Bread School Meal Support Grant		
Grantor Name:	Project Bread		
Awarded Amount:	\$3,750		
Grant Purpose:	To purchase an on the go breakfast cart for Hudson High School as well as small wares such as fruit baskets and ice mats.		
Grantor Category	Private		
Grant Type:	Competitive		
Grant Admin:	Michelle DePaul		
Department:	Food Services		
Grant Location:	Hudson High School		<input type="checkbox"/> Pre-K
Grade Levels:	<input type="checkbox"/> Elementary (K-4)	<input type="checkbox"/> Middle School (5-7)	<input checked="" type="checkbox"/> High School (8-12) <input type="checkbox"/> ADL
Grant Start Date:	01/26/2024	Grant End Date:	05/31/2024
Grant Notes:	Project Bread 145 Border St. East Boston, MA 02128-1903 Grantor Address: Grantor Contact Info: natasha_smith@projectbread.org		
For Hudson School Committee Use Only			
Meeting Date:			
Voting Result:	In Favor:	Opposed:	Abstained:



HUDSON SCHOOL COMMITTEE GRANT ACCEPTANCE FORM

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

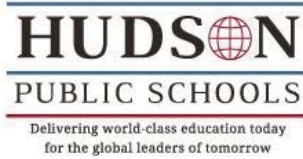
Grant Name:	FY24 Emergency Assistance Shelter Reimbursement Program		
Grantor Name:	DESE		
Awarded Amount:	\$83,283		
Grant Purpose:	The purpose of this grant is to cover costs to support instructional services and any other services that the district is providing to eligible students and their families.		
Grantor Category	State (Other)		
Grant Type:	Entitlement		
Grant Admin:	Catherine Kilcoyne		
Department:	SPED		
Grant Location:	District		<input type="checkbox"/> Pre-K
Grade Levels:	<input checked="" type="checkbox"/> Elementary (K-4)	<input checked="" type="checkbox"/> Middle School (5-7)	<input checked="" type="checkbox"/> High School (8-12) <input type="checkbox"/> ADL
Grant Start Date:	8/30/2023	Grant End Date:	12/15/2024
Grant Notes:	<p>Grantor Address: MA DESE 75 Pleasant St., Malden, MA 02148-4906</p> <p>Grantor Contact Info: Kristen.A.McKinnon@mass.gov</p>		
For Hudson School Committee Use Only			
Meeting Date:			
Voting Result:	In Favor:	Opposed:	Abstained:



HUDSON SCHOOL COMMITTEE GIFT ACCEPTANCE FORM

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

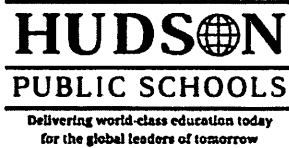
Payor:	VHS Learning		
Awarded Amount:	\$194.00		
Date Received:	12/4/2023		
Gift Purpose:	To Cover the costs of AP exam enrollment fees for students.		
Gift Type:	Donation		
Gift Administrator:	Lauren Pupecki		
Department:	School		
Location:	Hudson High School		
Grade Levels:	<input type="checkbox"/> Elementary (K-4)	<input type="checkbox"/> Middle School (5-7)	<input checked="" type="checkbox"/> High School (8-12) <input type="checkbox"/> ALC
Gift Notes:			
For Hudson School Committee Use Only			
Meeting Date:			
Voting Result:	In Favor:	Opposed:	Abstained:



HUDSON SCHOOL COMMITTEE GRANT ACCEPTANCE FORM

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

Grant Name:	FY24 Project Lead the Way		
Grantor Name:	Community Initiatives		
Awarded Amount:	\$5,000		
Grant Purpose:	To provide support for efforts to increase participation in grantee's Project Lead the Way Program offerings.		
Grantor Category	Private		
Grant Type:	Competitive		
Grant Admin:	Sarah Davis		
Department:	Curriculum		
Grant Location:	District		<input type="checkbox"/> Pre-K
Grade Levels:	<input type="checkbox"/> Elementary (K-4)	<input type="checkbox"/> Middle School (5-7)	<input checked="" type="checkbox"/> High School (8-12) <input type="checkbox"/> ADL
Grant Start Date:	11/1/2023	Grant End Date:	6/30/2024
Grant Notes:	<p>Grantor Address:</p> <p>Grantor Contact Info: fiscalsponsorship@communityin.org</p>		
For Hudson School Committee Use Only			
Meeting Date:			
Voting Result:	In Favor:	Opposed:	Abstained:



HUDSON SCHOOL COMMITTEE GRANT ACCEPTANCE FORM

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

Grant Name:	24-344 Homeless Emergency Support		
Grantor Name:	DESE		
Awarded Amount:	\$18,000		
Grant Purpose:	<p>The goal of this targeted Homeless Emergency Support grant is to provide funding for programs that ensure students who are homeless enroll in and attend school, and have racially equitable and culturally responsive opportunities to succeed in school through the following grant program purposes:</p> <p>A. To address the immediate basic needs of students who are homeless; B. To ensure students who are homeless have access to the educational programming, services, and opportunities they need; C. To support districts in locating and identifying students who are homeless; and D. To ensure district staff are trained and have the capacity to support students who are homeless.</p>		
Grantor Category	Federal		
Grant Type:	Entitlement		
Grant Admin:	Catherine Kilcoyne		
Department:	Curriculum		
Grant Location:	District		<input type="checkbox"/> Pre-K
Grade Levels:	<input checked="" type="checkbox"/> Elementary (K-4)	<input checked="" type="checkbox"/> Middle School (5-7)	<input checked="" type="checkbox"/> High School (8-12) <input type="checkbox"/> ADL
Grant Start Date:	2/6/2024	Grant End Date:	6/30/2024
Grant Notes:	<p>Grantor Address: MA DESE 75 Pleasant St., Malden, MA 02148-4906</p> <p>Grantor Contact Info: shirley.fan-chan2@mass.gov</p>		
For Hudson School Committee Use Only			
Meeting Date:			
Voting Result:	In Favor:	Opposed:	Abstained:

Reclass Budget Funds Request
Used for moving funds *between* accounts.

FY24

Date: January 23, 2024
Request From: Michael Thomas
To: Asst Fin Dir/Asst Town Acct


Please record the following receipt reclass(es):

		Acct #	Acct Name	Amount (incorrect)	Amount (correct)
Fund Adjustment Number 1	Remove				
	From	0578	Student Svcs Residential Private	(\$11,684.32)	
	Add To	0577	Student Svcs Private School Day		\$11,684.32
<hr/>					
Fund Adjustment Number 2	Remove			(incorrect)	(correct)
	From				
	Add To				
<hr/>					
Fund Adjustment Number 3	Remove			(incorrect)	(correct)
	From				
	Add To				

Page Total: (\$11,684.32) \$11,684.32 CK Total \$0.00

Reason for Reclass: To reclass from Student Svcs Residential Private #0578 to Student Svcs Private School Day #0577.

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

Authorized Signature: 
Daniel Gale, Director of Finance & Operations

Preparer Signature: Michael Thomas
Michael Thomas, Senior Accountant

SC Authorized Signature(s): _____

Reclass Budget Funds Request
Used for moving funds *between* accounts.


FY24

Date: February 13, 2024
 Request From: Michael Thomas
 To: Asst Fin Dir/Asst Town Acct

Please record the following receipt reclass(es):

		<u>Acct #</u>	<u>Acct Name</u>	<u>Amount</u> <u>(incorrect)</u>	<u>Amount</u> <u>(correct)</u>
<i>Fund Adjustment Number 1</i>	<u>Remove</u>				
	<u>From</u>	<u>4001</u>	<u>ART FARLEY AC CONT SVCS</u>	<u>(\$462,282.60)</u>	
	<u>Add To</u>	<u>3969</u>	<u>ART HVAC FAR CONT SVCS</u>		<u>\$462,282.60</u>
<i>Fund Adjustment Number 2</i>	<u>Remove</u>				
	<u>From</u>				
	<u>Add To</u>				
<i>Fund Adjustment Number 3</i>	<u>Remove</u>				
	<u>From</u>				
	<u>Add To</u>				

Page Total:	(\$462,282.60)	\$462,282.60	CK Total \$0.00
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 Reason for Reclass: To reclass from ART FARLEY AC CONT SVCS #4001 to ART HVAC FAR CONT SVCS #3969.

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

Authorized Signature: 
 Daniel Gale, Director of Finance & Operations

Preparer Signature: Michael Thomas
 Michael Thomas, Senior Accountant

SC Authorized Signature(s): _____

VII.

Items of Interest to the School Committee

VIII.

Executive Session

IX.

Adjournment