

**HOPKINTON SCHOOL COMMITTEE**  
**Thursday, November 5, 2015**  
**Regular Meeting 7:00 PM**  
**Middle School Library**  
**AGENDA**

**I. Pledge of Allegiance**

**II. Recognitions**

**III. Public Comments**

**IV. Reports**

- A. 7:10 – 7:15: Student Council
- B. 7:15 – 7:25: ESBC – Mr. Graziano
- C. 7:25 – 7:35: Liaisons Reports
- D. 7:35 – 7:40: SC Chair Report
- E. 7:40 – 7:50: Superintendent's Report
- F. 7:50 – 8:05: World Language Plan – Mr. Berlo, Mr. Ljungberg, Mrs. Ekwall, Mr. Keller and Mrs. Miracle

**V. New Business**

- A. 8:05 – 8:15: **Naloxone (Narcan) in the School Setting – Dr. MacLeod**  
For Consideration: The safe and effective management of opioid related overdose in schools will be incorporated into the District's Emergency Preparedness and Response plan. The School Nurses will facilitate access to Naloxone (Narcan) for the management of OPR-related overdose in the school setting.  
  
Recommended Motion: Move to approve the proposed plan summary for safe and effective access to Narcan by school nurses.
- B. 8:15 – 8:25: **Hopkinton High School/Hopkins School Roof Replacement Project – Mr. Dumas**  
For Consideration: Request and recommendation of the Superintendent as a result of funding approval at May 2015 Annual Town Meeting.  
  
Recommended Motion: Move to approve that the School Committee requests approval from the Board of selectmen to hire an engineering firm to design the High School/Hopkins School roof replacement project.
- C. 8:25 – 8:35: **Capital Budget Recommendation**  
For Consideration: Request and recommendation of the Superintendent to approve the FY17 Capital Improvements Request to be forwarded to the Capital Improvements Committee for consideration.  
  
Recommended Motion: Move to approve the FY17 Capital Improvements Request
- D. 8:35 – 8:40: **Joint Capital Project with Town in the amount of \$636.00– Mr. Dumas**  
For Consideration: Request and recommendation of the Superintendent for payment of a joint Capital Project as appropriated in referenced Article 23.  
  
Recommended Motion: Move to approve the payment of \$636.00 to the vendor(s) as indicated on the Request for Payment-Joint Capital form.
- E. 8:40 – 8:45: **Capital Project School Department Article Warrant #16-020 in the amount of \$31,585.98 – Mr. Dumas**  
For Consideration: Request and recommendation of the Superintendent for payment of invoice(s) for a Capital Project invoice(s) as appropriated in Articles 14.  
  
Recommended Motion: Move to approve the payment of Warrant #16-020 in the amount of \$31,585.98 to the vendor(s) as outlined in the warrant.

*The listing of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.*

**VI. Old Business – None this meeting**

**VII. Items by Consensus: 8:45**

- A. The Superintendent recommends the School Committee vote to approve the Operating Budget & Other Funds Warrant #16-019 in the amount of \$421,719.67.
- B. The Superintendent recommends the School Committee vote to approve \$3,975.00 from the “The Sky’s the Limit” fundraiser be placed in the Middle School Gift Account as indicated in the agenda materials.

**VIII. Adjournment**

**IX. Next Meetings**

Thursday, November 19, 2015 @ 7:00 PM  
Thursday, December 3, 2015 @ 7:00 PM  
Thursday, December 10, 2015 @ 7:00 PM  
Thursday, December 17, 2015 @ 7:00 PM

Middle School Library – Regular Meeting  
Middle School Library – Regular Meeting  
Middle School Library – Special Meeting  
Middle School Library – Regular Meeting

## **Middle School World Language Summary**

### **Middle School World Language Goals**

- To increase functional proficiency in all aspects of language study by adding an additional year of study for French and Spanish
- To add a critical language to Hopkinton Middle School offerings
- To promote global awareness and cross-cultural understanding
- To better meet district, state and national foreign language standards

### **Intended Outcomes**

- Students will be better prepared for success in college or careers
- Increases our students' likelihood of becoming fluent in another language
  - An additional 180 hours of world language study builds a stronger foundation for attainment of higher levels of proficiency.
- Increases the chance that more students will be able to continue study of their language at the high school
- Strengthens the foundation for learning Chinese (Mandarin), a sought after critical language
  - Offering Chinese (Mandarin) in grades 6-8 is a significant advantage for Hopkinton's students as it takes more hours to learn Chinese (Mandarin) compared with a Romance language. President Obama has established a goal that "1,000,000 American students learn Mandarin Chinese over the next five years" (September 25, 2015).

### **Survey Results Summary**

September 2014 survey results show strong support for increasing the number of years Hopkinton students study world languages.

- 88% either agreed or strongly agreed that they would like to see their students graduate with at least intermediate low proficiency in another language. (27.1% Agreed; 61.7% Strongly Agreed)
- 85% either agreed or strongly agreed that fluency in another language is important. (36.1% Agreed; 48.7% Strongly Agreed)

October 2015 survey results indicate that the community most strongly supports the implementation of Spanish in the middle school grades. French and Chinese (Mandarin) were virtually tied.

- 92.7% of respondents clearly supported for Spanish instruction in grades 6-12
- 48% of respondents favored Chinese (Mandarin) while 44% were in support of French

## **Elementary World Language Summary**

### **Elementary School World Language Goals**

- To promote global awareness and cross-cultural understanding
- To increase the likelihood that students will attain functional proficiency in a world language
- To increase cognitive skills (ability to think, remember and learn)
- To better meet district, state and national foreign language standards

These goals are the direct result of our community's desire to begin the study of world languages at the elementary level as evidenced in the data obtained from the two year self-study of the World Language Program (2006-2008), and again in recent surveys, September 2014, and October 2015.

### **Survey Results Summary**

Spanish is the clearly the best candidate for implementation in Hopkinton due to community preference, prevalence of curriculum programs, materials, and qualified teachers. The survey also clearly indicates strong support for beginning world language instruction earlier in the curriculum.

- 69% favor Spanish as the language of choice for elementary school implementation (2015 Survey).
- 83% believe that world language study should begin in years K-5 (2014 Survey). (K-1=43.7%, 2-3=22.2%, 4-5=18%) Only 16.8% thought study should begin in 6-8. By adding 6th grade, we still are not meeting community expectations.
- 96% believe that developing awareness and understanding of other cultures is important (2014 Survey). (67.7% Strongly Agreed; 28.3% Agreed).
- 87.8% would like for their students to reach at least intermediate-low proficiency in another language. (2014 Survey). 61.7% Strongly Agreed; 27.1% Agreed).

### **Curriculum Design: A Content-Enriched Program**

A Foreign Language in Elementary School (FLES) model is one in which language lessons include concepts and themes from other subjects such as math, science, social studies, and related arts used as both learning tools for the foreign language and as

reinforcement of content currently taught. Therefore, a FLES model best fits the needs of our community at this time.

### **Research to Support Expansion into the Elementary Grades**

- Research shows that students who begin study of a world language in elementary school in a FLES program have a 70% higher chance of attaining functional proficiency in another language by the time they graduate from high school. (CASLS, 2010)
  - FLES, when implemented with fidelity for 75-90 minutes per week, yields strong gains toward attaining language proficiency.
- Students who experience FLES in elementary school are better able to:
  - Continue in target language to near fluent levels by the end of high school
  - Attain proficiency in their chosen language by the end of high school
  - Succeed in other “languages” such as math, music, and art

### **Intended Outcomes**

- Students will demonstrate higher levels of global awareness and cross-cultural understanding.
- Students will begin second language instruction earlier which will result in a solid foundation (better language production and reception skills) on which to build as the curriculum progresses, ensuring higher levels of language proficiency.
- Students will secure second language acquisition learning strategies.

### **Other Considerations**

- Increased ELL needs and instructional implications
- Dedicated Science-Engineering Specialist at the elementary level

TO: Dr. Cathy MacLeod

FROM: Denise Hildreth, Director of Youth and Family Services  
Kathy Bain, HPS District Nurse Leader

DATE: November 5, 2015

RE: Memo to Hopkinton School Committee

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Through the leadership of Senator Karen Spilka and support from Representative Carolyn Dykema, the Town of Hopkinton was recently awarded a \$100,000 grant for a community substance abuse prevention initiative to take place in FY 2016. Funded by the Massachusetts Department of Substance Abuse Services, these earmarked state budget funds will be deployed in three key areas: Community Coalition Building, Community Education & Prevention, and Community Access to Treatment Services. As a critical part of this initiative, the Town proposes to fund access to Naloxone (Narcan), a drug used to reverse life threatening opioid overdose, to all Hopkinton school district nurses.

#### Naloxone (Narcan) in the School setting

##### Plan Summary:

The safe and effective management of opioid related overdose in schools will be incorporated into the District's Emergency preparedness and response plan. The School Nurses will facilitate access to Naloxone (Narcan) for the management of OPR-related overdose in the school setting.

##### Next Steps:

- Nurse Training- Kathy Bain, District Nurse Leader has taken training and will plan time to train all nurses.
- Develop Standing Orders- To be reviewed and signed by Dr. Stephanie Bodor
- Develop District Protocol
- Naloxone (Narcan) availability through Grant Funding, (1) per school.

Denise E. Hildreth, MSW, LICSW  
Director, Hopkinton Youth and Family Services

Kathy Bain, RN  
Hopkinton Public Schools  
District Nurse Leader



## Hopkinton Public Schools


89 Hayden Rowe Street Hopkinton, MA. 01748

Ralph O. Dumas, Jr.  
Director of Finance

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rdumas@Hopkinton.K12.ma.us

### MEMORANDUM

To: Dr. MacLeod, Superintendent of Schools

From: Ralph Dumas, Director of Finance 

Date: October 29, 2015 (for meeting on November 5<sup>th</sup>)

Subject: Designer Selection for Roof Projects

We are about to commence with the Hopkins/High School Roof Replacement project, which was approved in the amount of \$1,114,000 at the Annual Town Meeting in May of 2015. The first step in that process is the procurement of a “designer” for the project. In this case, the designer will be an engineering firm.

As part of the HPS Designer Selection Policy (FE):

*“The Town of Hopkinton’s Designer Selection Procedures delegate to the School Committee the authority to conduct designer selection activities on projects with an estimated construction cost under \$500,000 or the estimated design fee associated with a project is under \$50,000. In these instances, the School Committee shall appoint a designer selection board to be comprised of the Superintendent of Schools, the Director of Finance & Operations, the Director of Buildings & Grounds, a Building Principal, and another individual with expertise in the type of construction to be undertaken. This group shall be responsible for undertaking the steps required by the Massachusetts Designer Selection Law, Chapter 7c, sections 44-57, to arrive at a recommended designer to be considered for approval by the School Committee.”*

HPS Policy FE further states:

*“The Town of Hopkinton’s Designer Selection Procedures also allow the School Committee to petition the Board of Selectmen for authority to conduct designer selection activities on projects with costs greater than the above-mentioned thresholds on a case by case basis. If the School Committee, by majority vote, shall make such a request and it be approved by a majority of the Board of Selectmen, the process of procuring a designer shall be conducted as outlined in the previous paragraph.”*

Given that the estimated cost of this project exceeds the \$500,000 delegation threshold, we are recommending that the School Committee vote to ask the Board of Selectmen to delegate authority to the School Committee to appoint appropriate individuals to serve on the Designer Selection Board for this project.





# Hopkinton Public Schools

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Director of Finance

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## MEMORANDUM

To: Dr. MacLeod, Superintendent of Schools  
From: Ralph Dumas, Director of Finance  
Date: October 29, 2015 (for meeting on November 5th)  
Subject: Updated Capital Plan

I've attached the Capital Improvements Plan as edited at our meeting. Please note the following changes in the plan as compared to the version that the School Committee approved on March 19, 2015 (also attached):

**Joint Technology & Joint Security Upgrades** – This year, these projects will be submitted independently by HPS.

**Buildings & Grounds Equipment** – The FY17 request for a replacement tractor has been increased from \$51K to \$81K to fund the addition of various attachments.

**Middle School Auditorium Upgrades** – The FY17 request has been increased from \$67K to \$167K to fund the installation of air conditioning in the auditorium.

**Elementary School Building Program** – The FY17 request has been increased from \$42 million to \$45.6 million to be consistent with the MSBA-approved project budget.

**Middle School Water Heater** – This is a new project (\$33K) for FY17.

**Bus Parking Lot** - This is a new project (\$320K) for FY17.

**Bleacher Repairs / Upgrades @ Middle & High Schools** - This is a new project (\$85K) for FY17.

**Systemwide Security Upgrades** – This project (\$100K) was previously part of the Joint projects.

**Systemwide Technology Upgrades** – This project (\$100K) was previously part of the Joint projects.

**New Turf Field** - Design services for this project (\$200K) have been moved up from FY18 to FY17.

**Administrative Office Solution** – This project has been pushed out from FY17 to FY18.

**Elmwood School Building Renovation** - This project has been pushed out from FY17 to FY18.

**B & G Storage Facility** – Design services for this project (\$25K) have been moved up from FY18 to FY17.

**Middle School Gym Partition** – This project (\$270K) has been removed from the plan.

**Student Information System Software** – This project (\$90K) has been removed from the plan.

**Hopkins Boiler** – This project (\$55K) has been added to the plan.

**CAPITAL IMPROVEMENTS REQUEST: Submitted To School Committee on November 5, 2015**

#	DESCRIPTION	FY16												10-Year Total						
		Submitted	Exp'd	FY 17	FY 18	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 26							
1	FY17 PRIORITY FUNDED THRU JOINT SCHOOL/TOWN ARTICLES, JOINT TECHNOLOGY - SYSTEMWIDE	\$200	\$200																	
2	JOINT SECURITY UPGRADES	\$300	\$103																	
	TOTAL FUNDED THRU JOINT ARTICLES	\$500	\$303	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	FY17 PRIORITY FUNDED THRU SCHOOL ARTICLES																			
3	SCHOOL SAFETY & SECURITY	\$200	\$200																	
4A	ROOF REPAIRS @ HOPKINS	\$1,114	\$1,114																	
4B	ROOF REPAIRS @ HIGH SCHOOL	\$170	\$170																	
5	UPGRADE FIRE ALARM SYSTEM / HORNS & STROBES @ MIDDLE SCHOOL	\$70	\$70																	
6	RESURFACE BASKETBALL & TENNIS COURTS @ HIGH SCHOOL			\$81	\$45	\$45	\$80	\$51	\$60	\$60										
7	BUILDING AND GROUNDS EQUIPMENT - SYSTEMWIDE			\$167																
8	COMPLETE AUDITORIUM UPGRADE PROJECT @ MIDDLE SCHOOL			\$45,600																
9	ELEMENTARY SCHOOL BUILDING PROGRAM (Center)			\$33																
10	NEW WATER HEATER AT MIDDLE SCHOOL			\$320																
11	CONSTRUCT BUS PARKING LOT AT NEW SCHOOL			\$86																
12	UPGRADES & REPAIRS TO BLEACHERS AT MIDDLE & HIGH SCHOOLS			\$100	\$100	\$300	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$1,000
13	SYSTEMWIDE SECURITY UPGRADES			\$100																
14	SYSTEMWIDE TECHNOLOGY UPGRADES			\$100																
15	NEW TURF FIELD WITH LIGHTS			\$200																
16	ADMINISTRATION OFFICE SOLUTION - SYSTEMWIDE			\$300																
17	ELMWOOD MAJOR BUILDING RENOVATION			\$200																
18	WINDOW REPLACEMENT @ CENTER			\$300																
19	BUILDING AND GROUNDS STORAGE FACILITY - SYSTEMWIDE			\$25	\$250	\$300	\$525													
20	LOOP ROAD REPAIR			\$25	\$150	\$200	\$175													
21	HVAC SYSTEM UPGRADE @ CENTER			\$25	\$200	\$200	\$175													
22	UPGRADE WHITE HOUSE & CONVERT TO LIFE SKILLS			\$365																
23	BOILER REPLACEMENT AT HOPKINS SCHOOL			\$55																
	TOTAL FUNDED THRU ARTICLES	\$1,954	\$1,554	\$46,686	\$1,835	\$5,129	\$10,355	\$151	\$160	\$336	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$66,591
	GRAND TOTAL	\$2,054	\$1,857	\$46,686	\$1,835	\$5,129	\$10,355	\$151	\$160	\$336	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$66,591

- Notes:**
- (1) Beyond FY16, the School Department will submit stand-alone request; i.e. no longer joint with the Town.
  - (2) Beyond FY16, the School Department will submit stand-alone request; i.e. no longer joint with the Town.
  - (3) School safety upgrades throughout the system.
  - (4A) FY16 preventive maintenance work to extend life of existing roof system - design and construction
  - (4B) FY16 preventive maintenance work to extend life of existing roof system - design and construction
  - (5) The existing system is not a Class A system (each device has a separate wire to the panel) which makes troubleshooting very difficult. Existing wiring is not appropriate gauge. Design in FY15. Work in FY16.
  - (6) Resurface basketball & tennis courts at the High School.
  - (7) FY17 replace 1999 tractor with attachments. FY18 replace 2011 truck. FY19 replace 2012 truck. FY20 replace 2005 mower. try to maintain a 7 year replacement cycle.
  - (8) FY17 install air conditioning, repaint stage floor, replace curtains, stage rigging, control console, & light board.
  - (9) MSBA project budget (GROSS COST) including land and feasibility study.
  - (10) Replace water heater installed in 1996.
  - (11) Construct gravel parking lot for buses at the proposed new elementary school - results in estimated annual positive impact of \$111K.
  - (12) Monitor and upgrade bleachers at Middle & High Schools.
  - (13) FY17 Upgrade intrusion alarm systems at Elmwood and High School; post-FY17 figures are placeholders.
  - (14) FY17 New student information systems & wiring upgrades; post FY17 figures are placeholders.
  - (15) Install turf field (with lights). FY17 is for design/feasibility; construction cost in FY18 to be determined.
  - (16) Estimated cost to provide office space for Central Administration at a location to be determined; used FY 05 dollars from TDPC; Delayed from FY17 to FY18.
  - (17) Submission to MSBA for a full renovation of the Elmwood School; estimated cost is higher than past estimates which were done several years ago. Delayed from FY17 to FY18.
  - (18) FY16 is cost to design/replace all wood windows in the 1825 section. FY19 is cost to design/replace all other windows at Center School; figures from 2012 Gale Report. May be avoided if Item 9 goes forward.
  - (19) Purchase & installation of modular building to store Buildings & Grounds equipment; FY17 is for design/feasibility; FY18 is for installation.
  - (20) Future years are placeholders for anticipated repair needs.
  - (21) Placeholder cost to upgrade HVAC system at Center School; FY18 figure is estimated cost of study - major ADA upgrades will be extra. Likely avoided if Item 9 goes forward.
  - (22) Replace roof & windows, modify restrooms for accessibility, renovate entire building to facilitate conversion to Special Ed Life Skills Program and document storage area.




# Hopkinton Public Schools

89 Hayden Rowe Street Hopkinton, MA. 01748

Ralph O. Dumas, Jr.  
Director of Finance

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rdumas@Hopkinton.K12.ma.us

## MEMORANDUM

To: Dr. Cathy MacLeod, Superintendent  
From: Ralph Dumas, Director of Finance  
Date: October 29, 2015 (for meeting of November 5<sup>th</sup>)   
Subject: Capital Project Warrant – Joint With Town

The total value of the 1 Joint capital project warrant on tonight's Agenda is **\$636.00**.

This warrant consists of 5 invoices related to the Joint Information Technology project as appropriated in Article 23 of the May 2015 Annual Town Meeting. The details are as follows:

Ockers	Invoice #117968	\$ 361.00
Ockers	Invoice #118047	\$ 275.00

**Due to the "joint" nature of this appropriation the Town Finance Department will be processing all payments using the attached REQUEST FOR PAYMENT – JOINT CAPITAL form which requires three School Committee signatures on the upper right-hand section of the form. I recommend that these invoices be approved for payment by the School Committee.**

# TOWN OF HOPKINTON REQUEST FOR PAYMENT - JOINT CAPITAL

Hopkinton School Committee  
Department \_\_\_\_\_

11/5/2015

Date \_\_\_\_\_

\* \_\_\_\_\_  
Approved

\* \_\_\_\_\_  
Approved

\* \_\_\_\_\_  
Approved

Account No.	Vendor No.	Invoice No.	Vendor Name & Address	Amount
3100 587100 1523	17228	117968	Ockers Company Dept 106073 PO Box 6005 New Bedford, MA 02742-6005	361.00
3100 587100 1523	17228	118047	Ockers Company Dept 106073 PO Box 6005 New Bedford, MA 02742-6005	275.00
Total				636.00

\* Certification is hereby made under penalties of perjury that the goods, materials or services were ordered; such goods and materials were delivered and that such services were actually rendered to or for the Town for the payment requests listed above.



830 West Chestnut St, Brockton, MA 02301  
Pn:508-586-4642 Fax: 508-584-9180

Date	Invoice #
9/15/2015	117968

<b>Bill To</b>
Hopkinton Public Schools Payable, Accounts 89 Hayden Rowe Street School Administration Hopkinton, MA 01748 US

<b>Ship To</b>
Elmwood School 14 Elm St Hopkinton, MA 01748

P.O. Number	Terms	Order Date	Account #	Ticket #	Rep	Via	S.O. No.
160802-00	Net 30	9/10/2015		16031	JH	Ockers Truck	38464

Ordered	B / O	QTY Ship	Item Code	Description	Serial#	UNIT PRICE	EXTENDED PRICE
1	0	1	HD24-50RM	Covix 50FT		88.00	88.00T
1	0	1	41043-CABTG	C2G HDMI Pass-Through Decora Style Wall plate - white		33.00	33.00T
1	0	1	03725	C2G Decorative Single Gang Wall plate - white		7.00	7.00T
1	0	1	29353-CABTG	C2G 1-Port USB Superbooster Dongle Receiver - USB extender - up to 150 ft		47.00	47.00T
1	0	1	29349	C2G USB v1.1 Keystone Extender Insert Transmitter - USB extender - up to 150 ft		47.00	47.00T
1	0	1	20088	50' cat5e snagless patch cable		9.00	9.00T
1	0	1	37094-CABTG	C2G Wall plate - 2 ports		6.00	6.00T
1	0	1	HDMM3M	StarTech.com HDMI Cable Video / audio cable - HDMI - 28 AWG - 19 pin HDMI (M) - 19 pin HDMI (M) - 10 ft - shielded - black		16.00	16.00T
1	0	1	C-USB/AB-10-KRAME	Kramer C-USB/AB USB cable - 4 pin USB Type A (M) - 4 pin USB Type B (M) - 10 ft ( USB / USB 2.0 )		3.00	3.00T
1	0	1	RCWY-PR	OCKERS - MATERIALS RACEWAY LD10		75.00	75.00T
2	0	2	WBOX	OCKERS - MATERIALS WBOX - SINGLE, 2 Single Gang Wall Box		15.00	30.00T

Thank you for your business.  Please note our payment terms are Net 30. Ockers will access a 1.5% interest charge per month on invoices which are past due the 1st of each month.	Remit to: Ockers Company Dept. 106073 PO BOX 6005 New Bedford, MA 02742-6005	Sales Tax	\$0.00
		<b>Total</b>	<b>\$361.00</b>



**Ockers**  
Technology...for Tomorrow



# Invoice

830 West Chestnut St, Brockton, MA 02301  
Pn:508-586-4642 Fax: 508-584-9180

Date	Invoice #
9/24/2015	118047

<b>Bill To</b>
Hopkinton Public Schools Payable, Accounts 89 Hayden Rowe Street School Administration Hopkinton, MA 01748 US

<b>Ship To</b>
Elmwood School 14 Elm St Hopkinton, MA 01748

P.O. Number	Terms	Order Date	Account #	Ticket #	Rep	Via	S.O. No.
160802-00	Net 30	9/10/2015		16031	JH	Will Call	38464

Ordered	B / O	QTY Ship	Item Code	Description	Serial#	UNIT PRICE	EXTENDED PRICE
1		1	Labor AV	OCKERS - CERTIFIED INSTALLATION AV Installation Services, Install cabling Document Notes: ITC47, OFF30A, ITC54		275.00	275.00

<p>Thank you for your business.</p> <p>Please note our payment terms are Net 30. Ockers will access a 1.5% interest charge per month on invoices which are past due the 1st of each month.</p>	<p>Remit to: Ockers Company Dept. 106073 PO BOX 6005 New Bedford, MA 02742-6005</p>	<p><b>Sales Tax</b> \$0.00</p>
		<p><b>Total</b> \$275.00</p>



# Hopkinton Public Schools


Item V.E. S.C. Meeting 11/5/15

89 Hayden Rowe Street Hopkinton, MA. 01748

Ralph O. Dumas, Jr.  
Director of Finance

Telephone: 508-417-9385  
Fax: 508-497-9833  
rdumas@Hopkinton.K12.ma.us

## MEMORANDUM

To: Dr. Cathy MacLeod, Superintendent  
From: Ralph Dumas, Director of Finance   
Date: October 29, 2015 (for meeting of November 5<sup>th</sup>)  
Subject: Capital Project Warrant -- School Department

The total value of the 1 capital project warrant on tonight's Agenda is **\$31,585.98**. This warrant consists of 10 invoices as follows:

There is 1 invoice from Garcia, Galuska, DeSousa Consulting Engineers, Inc. for electrical engineering services for the Middle School Fire Alarm project as appropriated in Article 14 of the May 2014 Annual Town Meeting:

Invoice #0109036                      \$ 1,000.00  
and

There is 1 invoice from Air Masters for hvac services related to the School Safety & Security project as appropriated in Article 24 of the May 2015 Annual Town Meeting:

Invoice #29128                        \$ 434.80  
and

There is 1 invoice from Grainger for security parts related to the School Safety & Security project as appropriated in Article 24 of the May 2015 Annual Town Meeting:

Invoice #9842234917                \$ 858.00  
and

There is 1 invoice from Signet Electronic Systems, Inc. for security services related to the School Safety & Security project as appropriated in Article 24 of the May 2015 Annual Town Meeting:

Invoice #104742                      \$ 790.80  
and

There are 4 invoices from Pasek Corporation for security parts & labor related to the School Safety & Security project as appropriated in Article 24 of the May 2015 Annual Town Meeting:

Invoice #R103983                    \$ 5,403.23  
Invoice #R104082                    \$ 272.13  
Invoice #R105205                    \$ 1,865.45  
Invoice #R998966                    \$ 352.97

and

There is 1 invoice from M-V Electrical Contractors for services related to the Middle School Fire Alarm project as appropriated in Article 26 of the May 2015 Annual Town Meeting:

Invoice #1                              \$18,608.60  
(It should be noted that \$462.63 is charged to the Operating Budget)  
and

There is 1 invoice from Hawkeye Fence for services related to the Outdoor Courts Resurfacing project as appropriated in Article 28 of the May 2015 Annual Town Meeting:

Invoice #12793

\$ 2,000.00

**I recommend that these invoices be approved for payment by the School Committee.**



**Invoice**

**Garcia Galuska DeSousa  
Consulting Engineers Inc.  
370 Faunce Corner Rd., Dartmouth, MA 02747**

October 5, 2015  
Project No: 37700100.00  
Invoice No: 0109036

Hopkinton Pubic School  
89 Hayden Row Street  
Hopkinton MA 01748

*Capital  
PO# 15002018*

Project: 37700100.00      Hopkinton MS Fire Alarm Upgrade  
Hopkinton, MA

Attn: Mr. Ralph Dumas, Director of Finance

Electrical Engineering and Design Services

Professional services from September 1, 2015 to September 30, 2015

**Fee**

Phase	Fee	Percent Complete	Earned	Previous
Construction Documents	14,500.00	100.00	14,500.00	14,500.00
Bidding	1,000.00	100.00	1,000.00	1,000.00
Construction Administration & Closeout	4,000.00	50.00	2,000.00	1,000.00
<b>Total Fee</b>	<b>19,500.00</b>	<b>Total Earned</b>	<b>17,500.00</b>	
		<b>Previous Fee Billing</b>	<b>16,500.00</b>	
		<b>Current Fee Billing</b>	<b>1,000.00</b>	
		<b>Total Fee</b>		<b>1,000.00</b>

*ok to Pay \$1,000*

**Total this invoice      \$1,000.00**

**Outstanding Invoices**

Number	Date	Balance
0108977	9/8/15	1,000.00
<b>Total</b>		<b>1,000.00</b>

**Total now due      \$2,000.00**

**Billings to date**

	Current	Prior	Total
Fee	1,000.00	16,500.00	17,500.00
<b>Totals</b>	<b>1,000.00</b>	<b>16,500.00</b>	<b>17,500.00</b>

# AIR MASTERS

HVAC SERVICES OF NEW ENGLAND, INC.

P.O. Box 768 - Fall River, Ma 02722  
Tel (508) 672-7993 Fax (508) 324-1964  
www.airmastershvac.net

## INVOICE

- HVAC SERVICES -

- DESIGN
- ENGINEERING
- SALES, SERVICE & INSTALLATION

INVOICE # 29128  
INVOICE DATE 09/21/15

RECEIVED OCT 01 2015

HOPKINTON MIDDLE SCHOOL  
HOPKINTON, MA

SOLD TO:

HOPKINTON PUBLIC SCHOOLS  
89 HAYDEN ROWE STREET

HOPKINTON, MA 01748

DESCRIPTION OF SERVICE:  
REPLACE JACE BATTERY

DATE DUE  
10/21/15

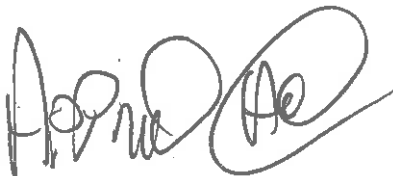
PAYMENT TERMS  
Net 30 Days

PURCHASE ORDER #

161198-0

ITEM/PART #	QUANTITY	MATERIALS & SERVICE	UNIT PRICE	AMOUNT
NPB-BATT	1.0	JACE 2 SPARE BATTERY (600)	121.80	121.80
LABOR	2.0	MANNY	129.50	259.00
MILES	1.0	TRUCK MILES	54.00	54.00

ITEM TOTAL 434.80  
SALES TAX 0.00  
FREIGHT 0.00  
TOTAL DUE 434.80



# GRAINGER

PAGE 1 OF 1

## ORIGINAL INVOICE

34 BLANDIN AVENUE  
FRAMINGHAM, MA 01702-7020  
www.grainger.com

GRAINGER ACCOUNT NUMBER 831594312  
INVOICE NUMBER 9842234917  
INVOICE DATE 09/15/2015  
DUE DATE 10/15/2015  
AMOUNT DUE 858.00

### Ship to information is listed below in the description section

BILL TO  
MDG2015 00017345 1 MB 0439

PO NUMBER: MIDDLESCHOOL  
CALLER: RICH KING  
CUSTOMER PHONE: (508) 497-9870  
ORDER NUMBER: 1244015776  
INCO TERMS: FOB ORIGIN

HOPKINTON PUBLIC SCHOOLS BLDG GRNDS  
89 HAYDEN ROWE ST  
HOPKINTON, MA 01748-2507

161181-00

Interested in receiving invoices via email?  
Sign up for paperless invoicing at:  
www.grainger.com/paperlessinvoicing



THANK YOU!

FEI NUMBER 36-1150280

FOR ANY QUESTIONS ABOUT THIS INVOICE OR ACCOUNT CALL 1-800-472-4643

PO LINE #	ITEM #	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL
		The following items were shipped to: RICH KING HOPKINTON HIGH SCHOOL 90 HAYDEN ROWE ST HOPKINTON MA 01748-2533			
	1RM24	HYDRAULIC DOOR CLOSER MANUFACTURER # 7500XAL Delivery# 6302134018 Date shipped: 09/15/2015 Carrier: UPS GROUND No. of pkgs: 0 Wt: 30.00 Trk#: 1Z20251W0367674801	3	286.00	858.00
INVOICE SUB TOTAL					858.00

These items are sold for domestic consumption. If exported, purchaser assumes full responsibility for compliance with US export controls. Diversion contrary to US law prohibited.

PAYMENT TERMS NET 30 DAYS. PAY THIS INVOICE NO STATEMENT SENT. PAYABLE IN U.S. DOLLARS.

AMOUNT DUE 858.00

PLEASE DETACH THIS PORTION AND RETURN WITH YOUR PAYMENT.

BILL TO:  
HOPKINTON PUBLIC SCHOOLS BLDG GRNDS  
89 HAYDEN ROWE ST  
HOPKINTON, MA 01748-2507

REMIT TO:  
GRAINGER  
DEPT. 831594312  
PALATINE, IL 60038-0001

831594312984223491710000858001000000010000000100000015101527

X

ACCOUNT NUMBER  
831594312

DATE  
09/15/2015

INVOICE NUMBER  
9842234917

AMOUNT DUE  
858.00

FOR COMMENTS OR CHANGE OF ADDRESS, ENTER INFORMATION ON REVERSE SIDE.



# INVOICE

REMIT PAYMENT TO:  
SIGNET Electronic Systems, Inc.  
106 Longwater Drive, Norwell, MA 02061

Date: 9/23/2015  
Invoice No: 104742

Bill to: Hopkinton Public Schools  
Business Office  
Attn: Accounts Payable  
89 Hayden Rowe St  
Hopkinton, MA 01749-2507

Customer ID: 10-31460  
Description: Work Order 107609 -Moves, Adds, Changes  
Terms: NET Due Upon Receipt

Misc Instrs:  
Reference: Work Order 107609  
PO Number: Al Rogers

RECEIVED SEP 30 2015

161185-00

Service at: Hopkinton Middle School  
88 Hayden Rowe Street  
Hopkinton, MA 01748-2508

Description of Services Provided:  
9-21-15 Relocated Switch for Strobe to new office

Item	Part #	Description	Quantity	Unit Price	Amount
<b>Labor</b>					
9/21/2015		Troubleshoot/Repair	3.00	149.00	447.00
9/2/2015		Site Survey	1.00	0.00	0.00
<i>Labor Subtotal</i>					<b>\$447.00</b>
<b>Parts</b>					
9/21/2015		MISC Miscellaneous Materials	1.00	40.00	40.00
9/21/2015		6302FE 18Awg 4Cond Stranded Shielded Plenum	120.00	0.24	28.80
<i>Parts Subtotal</i>					<b>\$68.80</b>
<b>Miscellaneous</b>					
9/21/2015		Trip Charge - MA	1.00	275.00	275.00
<i>Miscellaneous Subtotal</i>					<b>\$275.00</b>

For the best in life safety system design, installation and service there is only one name you need to know. For more information about our full product offering or to speak with a SIGNET service professional, please contact us at:

service@signetgroup.net  
800-444-9614



Serving New England with locations in Massachusetts, Rhode Island, New Hampshire and Maine

<b>Subtotal:</b>	\$790.80
<b>Sales Tax:</b>	\$0.00
<b>Payments:</b>	\$0.00
<b>Total Due:</b>	\$790.80

PASEK CORPORATION

Established 1876

9 West Third Street, So. Boston, MA 02127  
Tel: (617) 269-7110 | (800) 628-2822  
FAX: (617) 269-0547 | (800) 262-0547

The Security Company

RECEIVED SEP 17 2015  
Invoice #: R 103983

Page #: 1

B HOPKINTON PUBLIC SCHOOLS W ATTN: AL ROGERS  
I DEPT. OF BUILDINGS & GROUNDS O 508-417-9360  
L 89 HAYDEN ROWE STREET R RE: ELMWOOD SCHOOL  
L HOPKINTON, MA 01748-2507 K

243087 (09) (32)

Date 09/08/2015 Your Order # 161180-0 Ship Via ROAD Terms NET 30 DAYS

Quantity	Description	Unit Price	Amount
1.	FRAME / 30-70 KDDW	EA 178.80	178.80
1.	HOLLOW METAL DOOR W/VISION	EA 433.38	433.38
1.	VON DUPRIN CD99L-3'-26D LHR EXIT DEVICE	EA 916.85	916.85
3.	STFBB179-4.5N-2 STANLEY 4.5" BALL BEARING FULL MORTISE HINGE X US26D X NRP	EA 42.00	126.00
1.	LCN4111R-RH-8 LCN - PARALLEL ARM CLOSER EDA - RIGHT HAND ALUMINUM	EA 215.05	215.05
1.	M31-0375H-26 MEDECO YALE LFIC RIM HOUSING HORIZONTAL TAIL	EA 43.45	43.45
1.	M31-0175-26 MEDECO YALE STYLE IC MORTISE HOUSING	EA 40.43	40.43
2.	RTK-3P COMBIMATE MEDECO CYL.IN SHOP NO KEYS INCLUDED	EA 19.50	39.00
4.	HAG190S-8X34-9 HAGER KICKPLATE 8" X 34" X 32D	EA 21.318	85.27
1.	MISCELLANEOUS MATERIALS	EA 125.00	125.00

FURNISHED AND INSTALLED DOOR, FRAME AND HARDWARE LISTED  
IN CONJUNCTION WITH MAN TRAP PROJECT.

LABOR:

Start Date: 08/26/2015; Completion Date: 08/31/2015

3,200.00

Sub-Total: 5,403.23  
Sales Tax: .00  
Shipping: .00  
TOTAL: 5,403.23

PASEK CORPORATION

Established 1876

9 West Third Street, So. Boston, MA 02127

The Security Company

Tel: (617) 269-7110 | (800) 628-2822

FAX: (617) 269-0547 | (800) 262-0547

Invoice #: R 104082

Page #: 1

B HOPKINTON PUBLIC SCHOOLS  
I DEPT. OF BUILDINGS & GROUNDS  
L 89 HAYDEN ROWE STREET  
L HOPKINTON, MA 01748-2507

W ATTN: AL ROGERS  
O ELMWOOD SCHOOL  
R 14 ELM STREET  
K HOPKINTON, MA 01748

RECEIVED SEP 17

243087 (09) (59)

Date	Your Order #	Ship Via	Terms
09/08/2015	AL ROGERS <i>161186-10</i>	ROAD	NET 30 DAYS

Quantity	Description	Unit Price	Amount
2.	ARRX1CR-UC52-2 ARROW POINTE FLEX I/C CORE X 6 PIN X 52 KEYWAY X US26D	EA .00	.00
2.	RTK-2P COMBINATE INTERCH.CORE IN SHOP NO KEYS INCLUDED	EA .00	.00
1.	ARR16CR27-004-2 ARROW IC MORT CYL HOUSING 1-1/4" 6/7 PIN SGT CAM X US26D	EA .00	.00
1.	ARRGL97-SR-IC-2 ARROW HD LEVER INTRUDER LOCK SR LEVER X SFIC X US26D	EA .00	.00

MATERIAL UNDER WARRANTY  
- ORIGINAL SERVICE ORDER  
# R998966

FURNISHED & INSTALLED NEW LOCK ON ROOM #22, REPLACED  
MORTISE CORE WITH HOUSING ON ROOM #5, CHECKED LOCK ON ROOM #18 - TESTED.

LABOR:

Service Date: 06/15/2015

272.13

Sub-Total:	<u>272.13</u>
Sales Tax:	<u>.00</u>
Shipping:	<u>.00</u>
TOTAL:	<u>272.13</u>

PASEK CORPORATION

Established 1876

9 West Third Street, So. Boston, MA 02127  
Tel: (617) 269-7110 | (800) 628-2822  
FAX: (617) 269-0547 | (800) 262-0547

The Security Company

RECEIVED SEP 17 2015

Invoice #: R 105205

Page #: 1

B	HOPKINTON PUBLIC SCHOOLS	W	ATTN: AL ROGERS
I	DEPT. OF BUILDINGS & GROUNDS	O	508-417-9360
L	89 HAYDEN ROWE STREET	R	RE: HIGH SCHOOL, ELMWOOD
L	HOPKINTON, MA 01748-2507	K	& HOPKINS

243087 (09) (32)

<u>Date</u>	<u>Your Order #</u>	<u>Ship Via</u>	<u>Terms</u>
09/08/2015	AL ROGERS # 1161180-00	ROAD	NET 30 DAYS

<u>Quantity</u>	<u>Description</u>		<u>Unit Price</u>	<u>Amount</u>
	- ADDITIONAL MATERIALS INSTALLED DURING MAN TRAP PROJECT:			
2.	VON DUPRIN 4954-7'2"-SP28 MULLIONS	EA	482.35	964.70
2.	VON DUPRIN 9954 BOTTOM MULLION FITTING	EA	79.10	158.20
4.	SL-11HD-C-83" SELECT FULL MORTISE H.D. FLUSH MOUNTED HINGE, CLEAR FINISH	EA	126.00	504.00
1.	VD996L-NL-M-2 VON DUPRIN LEVER NIGHT LATCH TRIM US26D 99 MORTISE DEVICE	EA	238.55	238.55

Sub-Total:	<u>1,865.45</u>
Sales Tax:	<u>.00</u>
Shipping:	<u>.00</u>
TOTAL:	<u>1,865.45</u>

PASEK CORPORATION

Established 1876

9 West Third Street, So. Boston, MA 02127

The Security Company

Tel: (617) 269-7110 ; (800) 628-2822

FAX: (617) 269-0547 ; (800) 262-0547

Invoice #: R 998966

Page #: 1

B HOPKINTON PUBLIC SCHOOLS  
I DEPT. OF BUILDINGS & GROUNDS  
L 89 HAYDEN ROWE STREET  
L HOPKINTON, MA 01748-2507

W ELMWOOD SCHOOL  
O 14 ELM ST.  
R HOPKINTON, MA  
K ATTN: AL ROGERS

RECEIVED JUL 27 2015

243087 (09) (59)

Date 07/20/2015 Your Order # 161187-00 Ship Via ROAD Terms NET 30 DAYS

Quantity	Description	Unit Price	Amount
2.	ARRX1CR-UC52-2 ARROW POINTE FLEX I/C CORE X 6 PIN X 52 KEYWAY X US26D	EA 15.6884	31.38
2.	RTK-2P COMBINATE INTERCH.CORE IN SHOP NO KEYS INCLUDED	EA 15.00	30.00
1.	ARR16CR27-004-2 ARROW IC MORT CYL HOUSING 1-1/4" 6/7 PIN SGT CAM X US26D	EA 19.4636	19.46
1.	ARRGL97-SR-IC-2 ARROW HD LEVER INTRUDER LOCK SR LEVER X SFIC X US26D	EA .00	.00

FURNISHED & INSTALLED NEW LOCK ON ROOM #22, REPLACED  
MORTISE CORE WITH HOUSING ON ROOM #5, CHECKED LOCK ON ROOM #18 - TESTED.  
LABOR:

272.13

Sub-Total: 352.97  
Sales Tax: .00  
Shipping: .00  
TOTAL: 352.97



**APPLICATION AND CERTIFICATE FOR PAYMENT**

TO OWNER/GC	PROJECT	APPLICATION NO.
Hopkinton Public Schools	Fire Alarm Replacement	1
FROM CONTRACTOR	Middle School	Period To:
M-V Electrical Contractors		10/20/2015
10 Conduit St., Acushnet, MA 02743		Project Nos.
		Contract Date:

**CONTRACTORS APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract Continuation Sheet, AIA Document G703, is attached.

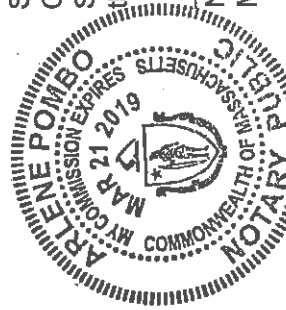
1 ORIGINAL CONTRACT SUM	\$ 171,350.00
2 Net Change by Change Orders	\$ -
3 CONTRACT SUM TO DATE (Line 1+2)	\$ 171,350.00
4 TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$ 19,588.00
5 RETAINAGE	
a. 5% of Completed Work (Column D + E on G703)	\$ 979.40
b. % of Stored Material (Column F on G703)	\$ -
Total Retainage (Line 5a + 5b or Total in Column I of G703)	\$ 979.40
6 TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)	\$ 18,608.60
7 LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	
8 CURRENT PAYMENT DUE	\$ 18,608.60
9 BALANCE TO FINISH, PLUS RETAINAGE (Line 3 less Line 6)	\$ 152,741.40

Change Order Summary	Additions	Deductions
Total changes approved in previous months by Owner		
Total Approved this Month		
<b>TOTALS</b>	-	-
Net Changes by Change Order		

The undersigned Contractor certifies that in the best of the Contractors knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

**CONTRACTOR:** M-V Electrical Contractors, Inc.

by [Signature] Date: 10/15/15



State of Massachusetts  
County of Bristol  
Subscribed and sworn to before me this 15 day of October, 2015.  
Arlene Pombo  
Notary Public  
My Commission Expires: March 21, 2019.

**ARCHITECT'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on on-site observations and the date comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information, and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED. \$ 18,608.60  
(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changes to conform to the amount certified.)

ARCHITECT: [Signature] Date: 10/28/15

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

# Hawkeye Fence \* Weymouth Fence

## INVOICE

925 Centre Street  
 Brockton, MA 02302  
 508-559-9090  
 508-587-9090 fax

DATE	INVOICE NO.
9/25/2015	✓ 12793

BILL TO	
Town of Hopkinton School Dept. 89 Hayden Rowe Street Hopkinton, MA 01748 Attn: Al Rogers	
TELEPHONE:	508-497-9870
FAX:	

JOB LOCATION
Chainlink fence repairs Misc Locations
RECEIVED OCT 01 2015

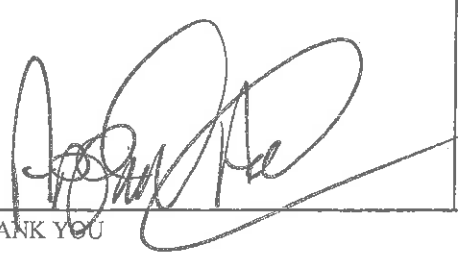
DATE	DESCRIPTION	QTY	RATE	AMOUNT	
9/24/2015	See attached contract.		3,900.00	3,900.00	
<p><i>12793 A - 2000-00 - Capital</i></p> <p><i>12793 B - 1900-00 - Regular - Weymouth # 16-019</i></p>					
PLEASE SEND PAYMENT, THANK YOU				<b>Total</b>	\$3,900.00

\* P.O. NO.  
~~161191-00-5000~~  
 161192-00-900

*weymouth # 16-020*

*12793 A - 2000-00 - Capital*

*12793 B - 1900-00 - Regular - Weymouth # 16-019*



# Hopkinton Public Schools

## FY 16 Capital Accounts

Reported to School Committee on 11/5/15

Fund	MUNIS Account #			Capital Projects	Funding Source	Prior Year Carry-over	Appropriated	Expended	Encumbered	Available Balance	Status of Balance	
	Org	Obj	Project									
3200	90572006	582100	none	New High School	Borrowed	\$74,570	\$0	\$0	\$0	\$74,570	hold	
	To Be Determined			Hopkins Ceiling Tiles (Art. 14D ATM 5/14)	Free Cash	\$203,000	\$0	\$0	\$0	\$203,000	to be used	
3200	90573006	587100	14G14	Joint IT Upgrades (Art. 14G ATM 5/14)	Free Cash	\$142	\$0	\$0	\$0	\$142	to be used	
3200	80573006	5585100	2214	School Safety Upgrades (Art. 22 ATM 5/14)	Free Cash	\$4,692	\$0	\$0	\$641	\$4,051	to be used	
3100	3101235	587100	1523	Joint IT Upgrades (Art. 23 ATM 5/15)	Borrowed	\$0	\$200,000	\$123,677	\$16,700	\$59,623	to be used	
3200	80573006	582100	1524	School Safety & Security (Art. 24 ATM 5/15)	Borrowed	\$0	\$200,000	\$97,861	\$4,562	\$97,577	to be used	
3100	3101235	585100	1525	Joint Safety & Security (Art. 25 ATM 5/15)	Borrowed	\$0	\$103,471	\$99,955	\$3,045	\$471	to be used	
3200	90573006	587100	1526	MS Fire Alarm Upgrade (Art. 26 ATM 5/15)	Borrowed	\$0	\$170,000	\$18,148	\$151,852	\$0	ongoing	
3200	90572006	582100	1527	Hopkins & HS Roof Repairs (Art. 27 ATM 5/15)	Borrowed	\$0	\$1,114,000	\$0	\$0	\$1,114,000	to be used	
3200	80571006	584100	1528	Resurface Outdoor Courts (Art. 28 ATM 5/15)	Borrowed	\$0	\$70,000	\$40,739	\$26	\$29,235	to be returned	
<b>TOTAL</b>							<b>\$282,404</b>	<b>\$1,857,471</b>	<b>\$380,380</b>	<b>\$176,826</b>	<b>\$1,582,669</b>	

## MEMORANDUM

**TO:** Cathy MacLeod  
Superintendent of Schools

**FROM:** Alan M. Keller  
Principal, Middle School

**DATE:** October 13, 2015

---

On behalf of Hopkinton Middle School, please accept the following checks totaling \$3,500.00 to be deposited into the Middle School Gift Account #1239 for "The Sky's the Limit" Courtyard Project.

Paul/Noreen Mastroianni 9 South Barn Road Hopkinton, MA 01748	\$1,000.00
---	------------

Decks Plus 196 Turnpike Road Westboro, MA 01581	\$1,000.00
---	------------

Reebok Foundation Matching Gift Donor John Herlihy	\$1,500.00
---	------------



# MEMORANDUM

**TO:** Cathy MacLeod  
Superintendent of Schools

**FROM:** Alan M. Keller  
Principal, Middle School

**DATE:** October 16, 2015

---

On behalf of Hopkinton Middle School, please accept the following checks totaling \$375.00 to be deposited into the Middle School Gift Account #1239 for "The Sky's the Limit" Courtyard Project.

Maryellen Grady HMS Assistant Principal	125.00
--	--------

William Meehan 33A Everett Street North Attleboro, MA	125.00
---	--------

The Cho Family 11 Cedar Street Extension Hopkinton, MA 01748	125.00
--	--------



# MEMORANDUM

**TO:** Cathy MacLeod  
Superintendent of Schools

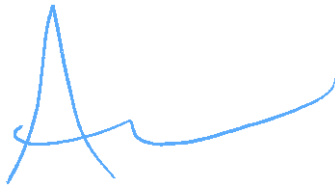
**FROM:** Alan M. Keller  
Principal, Middle School

**DATE:** October 19, 2015

---

On behalf of Hopkinton Middle School, please accept the following check totaling \$100 to be deposited into the Middle School Gift Account #1239 for "The Sky's the Limit" Courtyard Project.

Golden Pond Resident Care	\$100.00
50 W. Main Street	
Hopkinton, MA 01748	

A handwritten signature in blue ink, appearing to be the initials 'A' followed by a long horizontal stroke.