

HOPKINTON SCHOOL COMMITTEE
Thursday, September 10, 2015
Regular Meeting 7:00 PM
Middle School Library
AGENDA

I. Pledge of Allegiance

II. Recognitions:

- Sharon Timlin Memorial 5K Race
- 26.2 Foundation: \$699.99 for the Purchase of Printer (as indicated in Item VIII.B)

III. Public Comment

IV. Reports

- A. 7:10 – 7:15: Student Council
- B. 7:15 – 7:20: Middle School Court Yard Update – Mr. Keller
- C. 7:20 – 7:30: Director of Students Services Report – Dr. Zaleski
- D. 7:30 – 7:35: ESBC and Compass Project Management Report – Dr. MacLeod
- E. 7:35 – 7:55: Liaisons Reports
- F. 7:55 – 8:05: Superintendent's Report
 - Opening of School
 - TEC Agreement
 - Student Enrollment as of September 1st

V. New Business

- A. 8:05 – 8:15: **New Paraprofessional Position – Dr. Zaleski**
For Consideration: Request and recommendation of Superintendent for additional personnel to meet the needs of a new student as stated on the IEP; the District is required to provide a 1:1 paraprofessional for this student based on current IEP.

Recommended Motion: Move to approve the addition of a Paraprofessional at the Center School.
- B. 8:15 – 8:30: **School Committee Policy – Home Education IHBG (1st reading)**
For Consideration: Request and recommendation of Superintendent to review and consider amendments to policy based on current practice. Policy IHBG was adopted in December 2007. The policy has been shared through listserv.

Recommended Motion: No motion at this time.
- C. 8:30 – 8:35: **School Committee Policy – Homeless JFADB (1st reading)**
For Consideration: Request and recommendation of Superintendent to revise policy in response to updated regulations on Homeless Transportation. This policy JFADB was adopted in March 2010. The revised policy has been shared through listserv.

Recommended Motion: No motion at this time.
- D. 8:35 – 8:40: **Capital Project School Department Article Warrant #16-010 in the amount of \$1,000.00 – Mr. Dumas**
For Consideration: Request and recommendation of Superintendent for payment of invoices for a Capital Project invoices as appropriated in Article 14.

Recommended Motion: Move to approve the payment of Warrant #16-010 in the amount of \$1,000.00 to the vendor(s) as outlined in the warrant.
- E. 8:40 – 8:45: **Joint Capital Project with Town in the amount of \$29,726.50 – Mr. Dumas**
For Consideration: Payment of reimbursement for a joint Capital Project as appropriated in referenced Article 23. Due to the “joint” nature of this appropriation the Town Finance Department will be processing all

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.

payments using the REQUEST FOR PAYMENT -- JOINT CAPITAL form, which requires three School Committee signatures on the upper right-hand section of the form.

Recommended Motion: Move to approve the payment of \$29,726.50 to the vendor(s) as indicated on the Request for Payment-Joint Capital form.

VI. Old Business

- A. 8:45 – 8:55: **School Committee Policy: JF School Admissions and Residency** [2nd reading] – Dr. MacLeod
For Consideration: Request and recommendation of Superintendent to revise the policy and define “reasonable” time frame.

Recommended Motion: Move to adopt Policy JF as amended in the agenda materials.

VII. Public Comment – 8:55

VIII. Items by Consensus: 9:05

- A. The Superintendent recommends the School Committee vote to approve the Operating Budget & Other Funds Warrant #16-009 in the amount of \$945,298.50.
- B. The Superintendent recommends the School Committee vote to accept a gift of \$699.99 from the 26.2 Foundation for the purchase of a printer as indicated in the agenda materials.
- C. The Superintendent recommends the School Committee vote to approve \$2,500 from the “The Sky’s the Limit” fundraiser be placed in the Middle School Gift Account as indicated in the agenda materials.

IX. Adjournment

X. Next Meetings

Thursday, September 24, 2015 @ 7:00 PM
Thursday, October 8, 2015 @ 7:00 PM
Thursday, October 22, 2015 @ 7:00 PM

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

HOPKINTON MIDDLE SCHOOL
Office of the Principal

MEMORANDUM

TO: Dr. Cathy MacLeod
FROM: Alan M. Keller, Principal
DATE: September 10, 2015
RE: HMS Courtyard Update

Over the past year, the Sky's the Limit Courtyard Committee raised an additional \$100,000 through donations from individuals and foundations, fundraisers, marathon bibs and a successful Buy-a-Brick program. In total, the project has raised \$235,000 toward an updated goal of \$275,000 (85% of total project costs).

In addition to the financial support of local businesses through leadership donations and brick purchases, the project has also benefited greatly from in-kind donations including architectural services, design work, engineering plans, product donation and consulting. These donations of time, talent and product have significantly reduced the overall project costs.

This generous support allowed for the completion of the first stage of Phase II construction over the summer. During July, the site was graded and prepared for the walkways, underground electrical, and drainage. This involved the the transfer of 100 yards of processed gravel and over three tons of pavers from over the school into the courtyard. In August, an updated drainage system was installed along with walkways leading to all three exits. Walkways and circular patios are lined with over 300 engraved bricks. In addition, the performance space was completed with a composite deck platform, stairs, ramp, and pergola. The final goal in this first stage is to install the electrical infrastructure underground and lay sod in the remaining open space which is due to be completed by the end of September.

While the Courtyard will be open for our students to enjoy this fall, the committee is still seeking donations to bring the full scope of the project to fruition. The second stage of Phase II will include installing full electrical and irrigation systems, shrubbery, and outdoor classroom features such as raised garden beds, convertible benches and outdoor teaching stations.

The faculty and staff are thrilled that this outdoor learning space will be available to expand and enrich the curriculum and enhance after-school activities this year.

Thank you for your continued support.

TOWN OF HOPKINTON

HOPKINTON EARLY ELEMENTARY SCHOOL

MONTHLY PROGRESS REPORT

JULY 2015



Prepared by:

COMPASS
PROJECT MANAGEMENT

266 Main Street
Suite 31A
Medfield, MA 02052
www.compasspminc.com

Project Overview:

During the month of July, the design team, OPM, representatives from the District, and the ESBC conducted many Working Group meetings consisting of presentations, discussions and decisions. These meetings worked to shape the final schematic design and scope of the project.

Members of the Town were very interested in exploring a Geothermal heating and cooling system for the new school. After an extensive analysis, the project engineer determined there was no feasible payback on investment if incorporating a Geothermal Energy system. A conventional HVAC system has been designed and estimated within this project.

The ESBC reviewed options then agreed upon the final building massing, exterior envelop materials, interior finish materials and imagery. The building and site design was coordinated with the Education Plan and Traffic study.

The building and site designs were priced by two independent cost estimators then reconciled to confirm the recommended construction budget. Compass developed the Total project budget compiling cost information from the various project consultants and using historical data.

Construction Manager at risk was selected as the most appropriate project delivery method to meet the Districts project schedule and to provide informed cost controls for the project.

On July 29th The Hopkinton School Committee and the Board of Selectman approved the submission of the Schematic Design Report to the Massachusetts Building Authority for the Early Elementary School project. On August 4th the ESBC approved the final Schematic Design report for submission.

Schedule Status:

All project efforts were driven to the delivery date on August 6th. The culmination of all the project team's efforts is documented in the Schematic Design Submission that was made to the MSBA on August 6, 2015.


Critical upcoming dates include:

TBD late Aug – Early Sept	MSBA staff meeting for Scope & Budget review
September 30, 2015	MSBA Board of Trustees approves Schematic Design

- October 2015 Town executes Scope & Budget Agreement with MSBA
- November 2015 Town Meeting Approves Schematic Design and Project Budget Funding
- November 2015 Kickoff Design Development Phase of the Project

Budget Status:

The Town of Hopkinton has a Feasibility / Schematic Design phase budget of \$600,000. Current budget report indicates the total commitments and expenditures:

Hopkinton Center Elementary School Project Budget Status Report				7/31/2015			
MSBA Classification Name	MSBA Code	F	H	F + H	K	L	M + (L)
		Feasibility Budget	Budget Afers	Revised Project Budget	Total Committed (Max of Contracted & Actual Spent)	Actual Spent (Expenditures)	Remaining Budget
FEASIBILITY STUDY AGREEMENT	00000000						
OPM - Feasibility Study	00010000	125,000	9,286	134,286	134,286	95,229	39,063
A&E - Feasibility Study	00020000	375,000	(9,286)	365,714	330,000	250,800	114,914
Environmental & Site	00030000	75,000	-	75,000	17,160	17,160	57,840
Other	00040000	25,000	-	25,000	7,779	7,779	17,221
TOTALS for FEASIBILITY STUDY		600,000	-	600,000	489,225	370,961	229,039

Community Issues Review:

The ESBC will shift focus to outreach to support group to help coordinate their efforts in presenting an accurate message to the public about the project content. The Town Government will start scheduling and advertising the Fall Special Town Meeting for a date to be determined in November.



Hopkinton Public Schools

89 Hayden Rowe Street Hopkinton, MA. 01748

Director of Student Services

Telephone: 508-497-9850
Fax: 508-435-0320

Memorandum

To: Dr. Cathy MacLeod
Superintendent

From: Dr. Karen Zaleski
Director of Student Services

Date: September 1, 2015

RE: Paraprofessional Need

This letter serves to inform you that the Student Service department is in need of hiring an additional paraprofessional to service a student at the Center School. The student is newly enrolled this school year and the IEP supports this current level of need. Currently, the district has 42.4 special education paraprofessionals in the district to support students with special needs. A thorough analysis of service delivery grids district wide indicate that each special education paraprofessional is fully utilized to service students in accordance with their needs as outlined in the IEP.

On February 26, 2015, DESE put out a technical advisory identifying the need for paraprofessional support in school districts. Per Marcia Mittnacht, State Director of Special Education, "The essential premise of this advisory is that the underlying learning needs of each particular student - that is, the root causes of the teacher's or parent's "cry for help" - must first be determined. Then there needs to be consideration of the full array of supports and services that may successfully address the student's unique needs. Districts must not restrict their consideration to use of a paraprofessional". For more information please visit:
<http://www.doe.mass.edu/sped/advisories/2014-3ta.html>

As a newly hired Director this advisory will serve as a guide to my work in determining the ongoing need for paraprofessionals in the district. Specifically, the development of criteria to initiate and fade paraprofessional student support will be developed. It is worth noting that existing supports cannot be extinguished until a team decision determines otherwise. Similarly, students who move in with a paraprofessional on the service grid are equally entitled to this service until the team meets and decides it is no longer necessary.

I understand that this request has an impact on our budget; however, at this time the student is entitled to this service. Please let me know if you need any additional information for consideration of this request. Thank you.

IHBG

HOPKINTON SCHOOL COMMITTEE POLICY HOME EDUCATION

The Hopkinton School Committee recognizes and respects the right of parents and or guardians to educate their child(ren) at home. The Committee appreciates the personal and cultural uniqueness of each family and desires to ensure that the process by which school officials approve and review home education programs is both lawful and equitable.

Parent(s) or guardian(s) planning to undertake a home education program for their six- through sixteen- year old child(ren) shall inform the Superintendent by completing the *Notice of Intent to Pursue a Program of Home Education* (one per child) and submitting it to the Superintendent's Office. Incomplete applications will not be approved.

At the time of submission, the home educator should schedule an appointment with the Superintendent's Office. The purpose of this meeting will be to ensure that home educators and school administrators have a mutual understanding concerning the methods that will be used to assess student educational progress.

After initial approval, the parent or guardian need only provide an annual statement of intent to continue the home education program. This statement, along with the agreed- upon assessment(s) must be submitted annually, by August 31, to the Office of the Superintendent of Schools.

Home education programs will be considered in an equitable, objective, and timely manner. Factors that may be considered by the Superintendent in deciding whether or not to approve a home education proposal are:

1. The educational program including subjects and instructional materials. In order to meet the specific educational needs of their child(ren), the parent(s) or guardian(s) may adjust the material to achieve the goals of the educational program without further notification to the Superintendent's office.
2. The number of instructional hours to be provided in each subject.
3. The competency of the parent(s)/guardian(s) to teach the child(ren). Home educators need not be licensed as teachers.
4. A mutually agreeable method of assessment which corresponds to the type of educational program being followed and may include standardized testing.

Documentation must be provided to support a conclusion that the proposed instruction in all studies required by the law is equivalent in thoroughness, efficiency, and progress to the instruction provided by the Hopkinton Public Schools.

A student who is being educated in a home-based program within the Hopkinton Public School District shall have access to public school activities of an extra-curricular nature upon approval of the responsible school Principal. Home-educated students participating in extra-curricular activities are subject to the same participation fees, state and local regulations, and district policies and procedures as enrolled students.

If a student who has been educated at home under an approved program wishes to enroll in the Hopkinton Public Schools, the decisions on course credit and grade placement are to be made by the Superintendent on the basis of the home study course content and assessments of the student's academic progress. A student, with the approval of the School Committee, may be awarded a high school diploma if he or she has satisfied the Department of Education's competency requirements and has met the District's educational standards for graduation.

First Reading	November 15, 2007, September 10, 2015
Second Reading	December 6, 2007
Third Reading	December 6, 2007
Adopted	December 6, 2007
Policy Amended	
Legal References	M.G.L. 69:1D; 76:1, Care and Protection of Charles – MASS. Supreme Judicial Court 399 Mass.324 (1987)
Policy Cross Reference	HHS/HMS Program of Studies, HPS School Handbooks, HPS Athletic Handbook, MIAA Policy Manual
Procedure Reference	IHBG-E1 Notice of Intent to Pursue a Program of Home Studies

Hopkinton School Committee
Hopkinton, Massachusetts

HOPKINTON PUBLIC SCHOOLS MCKINNEY-VENTO HOMELESS EDUCATION ASSISTANCE ACT POLICY

PURPOSE

The goal of the *McKinney-Vento Homeless Education Assistance Act* is to ensure that each homeless child, or youth, has equal access to the same free, appropriate public education that is provided to other children and youths, including a public preschool education. The Hopkinton Public Schools will comply with this legislation.

DEFINITION

The *Massachusetts Department of Elementary and Secondary Education* defines homeless children and youth as follows:

Individuals who lack a fixed, regular and adequate nighttime residence, or have a primary nighttime residence in a supervised, publicly or privately operated shelter for temporary accommodations (including welfare hotels, congregate shelters and transitional housing for the mentally ill), an institution providing temporary residence for individuals intended to be institutionalized, or a public or private place not designated for, or ordinarily used as, a regular sleeping accommodation for human beings.

This definition includes:

- Children and youth who are sharing housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations are living in emergency or transitional shelters, are abandoned in hospitals or are awaiting foster care placement;
- Children and youth who have a primary nighttime residence that is a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings;
- Children and youth who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and
- Unaccompanied youth – a youth who not in the physical custody of a parent or guardian.

LIAISONS

The *McKinney-Vento Act* requires Hopkinton Public Schools to designate a staff person to serve as the Homeless Education Liaison, whose role is to assist homeless students in enrolling in school and to ensure that they receive the educational services for which they are eligible. This liaison may have other duties within the school district. The Homeless Education Liaison is the district's Director of Student Services.

ENROLLMENT

The Hopkinton Public Schools must immediately enroll homeless students in school, even if they do not have the documents usually required for enrollment, such as school records, medical records or proof of residency.

Furthermore:

- Homeless students have a right to either remain in their school of origin, or to attend school where they are temporarily residing;
- Students who chose to remain in their school of origin have the right to remain there until the end of the school year in which they get permanent housing.
- The Homeless Education Liaison must assist students who arrive without records by contacting previously attended school system to obtain the required records.

TRANSPORTATION

The Hopkinton Public Schools will provide transportation at the request of the parent, guardian, or unaccompanied youth to and from the school of origin. Furthermore:

- If the homeless student continues to live in the area served by the district in which the school of origin is located, that district must provide or arrange transportation;
- If the homeless student moves to an area served by another district, though continuing his or her education at the school of origin, the district of origin, and the district in which the student resides must agree upon a method to apportion responsibility and costs for transportation to the school of origin; and
- If the districts cannot agree upon such a method, the responsibility and the costs must be shared equally.

ACCESS TO COMPARABLE SERVICES

Homeless students are to be provided services and education programs comparable to those received by other students and for which they meet eligibility criteria, such as services provided under *Title I* or similar state or local programs; programs for students with disabilities, programs for students with limited English proficiency; vocational or technical programs; gifted and talented programs; and school nutrition programs.

To expedite the delivery of nutritional benefits, school officials may accept documentation that students are homeless from the district's Homeless Education Liaison as the determination of eligibility for free lunch.

ACCESS TO PRESCHOOL

Homeless preschoolers are provided the same opportunity to attend preschool as non-homeless preschoolers. The Hopkinton Public School's District Homeless Education Liaison will work with the district's preschool staff to insure that homeless preschoolers have the same opportunities as other children to participate in the benefits of the preschool program.

DISPUTE RESOLUTION

If a dispute arises over enrollment, the Hopkinton Public Schools will immediately enroll the homeless student in the school in which enrollment is sought as the dispute resolution is pending. When a resolution has been determined, the school district must provide the parent,

guardian, or unaccompanied youth with a both a written statement of the school's decision and a notice of the right to appeal the decision. The Hopkinton Public Schools shall refer the unaccompanied youth, parent or guardian to the Homeless Education Liaison, who will oversee the dispute resolution process. The final decision in such a situation resides with Massachusetts Commissioner of Education.

UNACCOMPANIED YOUTH AND YOUTH IN STATE CARE OR CUSTODY

Unaccompanied youth are youth who are homeless, that is, not in the physical custody of a parent/guardian; and not in the custody of a state agency. This definition includes youth living on the street, in inadequate housing, denied housing by their families, those who have left home voluntarily (even when their parent/s want them to return home), and youth doubled up with friends or relatives. Also, in collaboration with the Department of Social Services, the Massachusetts Department of Elementary and Secondary Education has determined that children and youth in state care or custody who have been placed out of their homes in temporary, transitional or emergency living placements and are awaiting foster care placement are considered homeless.

Unaccompanied youth or students in state care or custody who are awaiting foster care are entitled to the same educational rights and services, including transportation, under *McKinney-Vento* as any homeless child or youth in the care of their parent(s)/guardian(s).

First Reading	February 4, 2010, September 10, 2015
Second Reading	February 25, 2010
Third Reading	March 4, 2010
Adopted	March 4, 2010
Policy Amended	
Legal References	Title X, Part C, of the No Child Left Behind Act of January 2002 34 CFR Part 200
Policy Cross Reference	JF-School Admissions and Residency Requirements; JEB-Requirements for School Entrance
Procedure Reference	

LEGISLATIVE bulletin

To: All School Committee Members and Superintendents
From: Stephen J. Finnegan Esq., MASC General Counsel
Re: House Ways And Means F.Y. 2016 Budget Recommendations
Date: April 15, 2015

HOUSE RELEASES BUDGET RECOMMENDATIONS-CHAPTER 70 INCREASED

The F.Y. 2016 House Ways and Means Committee budget recommendations include an increase of \$108.2 million to Chapter 70 (General Aid to Education) thereby increasing funding in that account to \$4.509 billion. This increase of \$3.5 million over the Governor's proposed budget will not only meet foundation budget requirements, but also will guarantee an additional \$25 per student increase to every district. The Governor's budget proposal, only proposed a \$20 per pupil increase. You will find your district's House Ways and Means recommended Chapter 70 Aid in the Local Aid section of the budget, which may be found at the MASC website.

The House budget also contains a \$34 million increase to municipal aid through Unrestricted General Government Aid thereby bringing total funding to a total of \$980 million. The combined increases in both Chapter 70 and Municipal Aid will be of assistance to school districts in crafting reasonable budgets in an economy that continues to struggle.

SPECIAL EDUCATION CIRCUIT BREAKER, REGIONAL TRANSPORTATION, CHARTER SCHOOL FUNDING

The Special Education Circuit Breaker provides state funding for the extraordinary expenses associated with certain special education expenses. The final F. Y. 2015 funding for the Circuit Breaker was \$257 million and due to mid-year cuts was further reduced by \$ 4 million. The House Ways and Means Committee has proposed funding the Circuit Breaker at \$261.6 million, which represents an \$8.2

million increase over actual funding for F.Y.2015. MASC in conjunction with other education groups prioritized funding for the Circuit Breaker account.

The Governor's budget proposed that Regional School Transportation be level funded at \$51.5 million. The House Ways and Means Committee budget recommends a \$5 million increase for total funding of 56.5 million. This account was another priority for MASC and other groups. We appreciate the increase and will work with the Senate to add further funding. We note that the final F.Y. 2015 budget funded regional transportation at \$ 70 million, prior to mid-year cuts.

Monies for districts sending students to charter schools have been funded by both the Governor and the House Committee at \$76.8 million. This account in the final F. Y. 2015 budget was funded at \$80 million. You may recall that funding for this account became a major issue last year, and we will work with the Senate to increase the appropriation.

MANDATED HOMELESS TRANSPORTATION FUNDED AT 50% BY HOUSE WAYS AND MEANS

Over the past few years the issue of school districts mandated transportation costs for homeless students under the McKinney-Vento Federal Law and the Commonwealth's implementation of same, has been the subject of a the determination by State Auditor Bump through the Division of Local Mandates. The Auditor determined that the requirement for school districts to provide homeless students transportation to their previous schools was an unfunded mandate. MASC and MASS were asked by Auditor Bump to assist in the documentation to determine the cost of such transportation. The House Ways and Means Committee proposed that the Homeless Transportation account be funded with \$8.3 million, the same amount as recom-

over

mended by the Governor. MASC believes that this appropriation funds somewhat less than half of the actual cost for school districts to provide this transportation. We will seek greater funding for this account in the Senate.

KINDERGARTEN GRANTS AND OTHER ACCOUNTS OF INTEREST

The Governor in his budget recommendations consolidated the Kindergarten Grant line item into Chapter 70. The House Ways and Means continued the Kindergarten Grant account as a separate line item as was preferred by education groups including MASC, and funded the program at \$18.6 million.

The Adult Basic Education account has been funded in the proposed House budget at \$29 million.

Neither the Ways and Means nor the Governor's budget contained funding for the pothole account. This line item helps districts fund extraordinary expenses of a non-recurring nature. In F. Y. 2015 this account received a \$3.4 million appropriation

The House funded the following accounts not found in the Governor's budget: Bay State Reading Institute; Early Literacy and Targeted Remediation.

SAVE THE DATE: WEDNESDAY, APRIL 29

DAY ON THE HILL

The State House, Boston

PROGRAM

8:45am: Registration and Continental Breakfast (Great Hall)

9:30am: Day on the Hill Program (Gardner Auditorium)

11:15am: Visits with Legislators

12:15pm: Luncheon Buffet

REGISTER NOW: WWW.MASC.ORG




Hopkinton Public Schools

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: September 2, 2015 (for meeting of September 10th)
Subject: Capital Project Warrant – School Department

The total value of the 1 capital project warrant on tonight's Agenda is **\$1,000.00**. This warrant consists of 1 invoice 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 #0108833	\$ 1,000.00
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I recommend that this invoice be approved for payment by the School Committee.

Invoice

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

August 5, 2015
Project No: 37700100.00
Invoice No: 0108833

Hopkinton Pubic School
89 Hayden Row Street
Hopkinton MA 01748

Project: 37700100.00 Hopkinton MS Fire Alarm Upgrade
Hopkinton, MA

PO# 15002018

Attn: Mr. Raipin Dumas, Director of Finance

Electrical Engineering and Design Services

Professional services from June 1, 2015 to July 31, 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	0.00
Construction Administration & Closeout	4,000.00	0.00	0.00	0.00
Total Fee	19,500.00	Total Earned	15,500.00	
		Previous Fee Billing	14,500.00	
		Current Fee Billing	1,000.00	
		Total Fee		1,000.00

Billings to date	Fee	Current	Prior	Total	Total this invoice
		1,000.00	14,500.00	15,500.00	\$1,000.00
Totals		1,000.00	14,500.00	15,500.00	

*Capital
Order Pay \$1,000.00
PO*

Hopkinton Public Schools

FY 16 Capital Accounts

Reported to School Committee on 9/10/15

Fund	MUNIS Account #			Capital Projects	Funding Source	Prior Year	Appropriated	Expended	Encumbered	Available		Status of Balance
	Org	Obj	Project							Balance	Balance	
3200	90572006	582100	none	New High School	Borrowed	\$74,570	\$0	\$0	\$0	\$74,570	\$0	hold
	To Be Determined			Hopkins Ceiling Tiles (Art 14D ATM 5/14)	Free Cash	\$203,000	\$0	\$0	\$0	\$203,000	\$0	to be used
3200	90573006	587100	14G14	Joint IT Upgrades (Art 14G ATM 5/14)	Free Cash	\$142	\$0	\$0	\$0	\$142	\$0	to be used
3200	80573006	5585100	2214	School Safety Upgrades (Art 22 ATM 5/14)	Free Cash	\$4,692	\$0	\$0	\$0	\$4,692	\$0	to be used
3100	3101235	587100	1523	Joint IT Upgrades (Art 23 ATM 5/15)	Borrowed	\$0	\$200,000	\$1,680	\$122,984	\$75,336	\$0	to be used
3200	80573006	582100	1524	School Safety & Security (Art 24 ATM 5/15)	Borrowed	\$0	\$200,000	\$0	\$74,097	\$125,903	\$0	to be used
3100	3101235	585100	1525	Joint Safety & Security (Art 25 ATM 5/15)	Borrowed	\$0	\$103,471	\$0	\$103,000	\$471	\$0	to be used
3200	90573006	587100	1526	MS Fire Alarm Upgrade (Art 26 ATM 5/15)	Borrowed	\$0	\$170,000	\$0	\$170,000	\$0	\$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	\$0	to be used
3200	80571006	584100	1528	Resurface Outdoor Courts (Art 28 ATM 5/15)	Borrowed	\$0	\$70,000	\$0	\$38,739	\$31,261	\$0	to be used
TOTAL						\$282,404	\$1,857,471	\$1,680	\$508,820	\$1,629,375		




Hopkinton Public Schools

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: September 2, 2015 (for meeting of September 10th)
Subject: Capital Project Warrant – Joint With Town

The total value of the 1 Joint capital project warrant on tonight's Agenda is **\$29,726.50**. This warrant consists of 3 invoice that are all related to the Joint Information Technology project as appropriated in Article 23 of the May 2015 Annual Town Meeting. The details are as follows:

Network Security Group, Inc.	Invoice # DCGLQ1765-01	\$12,898.50
Performance Cable	Invoice # 749	\$14,728.00
Performance Cable	Invoice # 765	\$ 2,100.00

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 this invoice be approved for payment by the School Committee.

**TOWN OF HOPKINTON
REQUEST FOR PAYMENT - JOINT CAPITAL**

Hopkinton School Committee
Department

9/10/2015
Date

*

Approved
*

Approved
*

Approved

Account No.	Vendor No.	Invoice No.	Vendor Name & Address	Amount
3100 587100 1523	30328	DCGLQ1765-01	Network Security Group, Inc PO Box 860 Marblehead, MA 01945	12,898.50
3100 587100 1523	27076	749	Performance Cable 25 Arapahoe Road Bellingham, MA 02019	14,728.00
3100 587100 1523	27076	765	Performance Cable 25 Arapahoe Road Bellingham, MA 02019	2,100.00
				29,726.50

* 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.



Invoice

NSG Sales Rep

Date 07/01/15

dbrunell

Invoice # DCGLQ1765-01

PO # 16-02

NSG Remit Address

Network Security Group, Inc.
PO Box 860
Marblehead, MA 01945

Sold to

Hopkinton Public Schools
Ashoke Ghosh
88-A HAYDEN ROWE STREET
HOPKINTON, MA 01748

aghosh@hopkinton.k12.ma.us
508-417-9360

Line	Qty	Description	Part Number	NSG Price
1	1	FortiGate-600C Hardware plus 1 year 8x5 Forticare and FortiGuard Bundle	FG-600C-BDL	\$8,698.50
2	1	FortiGate-600C 8x5 FortiCare plus FortiGuard Bundle Contract 1 year	FC-10-00600-900-02-1 2	\$3,900.00
3	1	1 year FortiCloud service with up to 200 GB storage for a single FortiGate device (activate with scratch-off card on device).	FC-10-90801-131-02-1 2	\$300.00

Payment terms are net-30 days. To expedite payments, please use ACH:

Name on Bank Account: Smart Quote dba Network Security Group, Inc.

Federal Tax ID Number: 26-0603923

Bank Account Number: 10022093628

Bank Name: Santander Bank

Bank ABA (routing) Number: 011075150

SWIFT Code: SVRNUS33

Bank Street Address: 601 Penn Street, Reading, PA 19601

Tax \$0.00

Shipping \$0.00

Total \$12,898.50

Purchasing Notes:

*PO # 160456
V# 30328*

Performance Cable

25 Arapahoe Road
Bellingham, MA 02019

873

CAPITAL

Invoice

Date	Invoice #
7/6/2015	749

Bill To
Hopkinton Public Schools 89 Hayden Rowe Street Hopkinton, MA 01748

PO# 160773
V# 27076

Terms	Project / Job
	Hopkinton High School

Item	Description	Net 30	Qty	Rate	Amount
Location	Location: Hopkinton High School 89 Hayden Rowe Street Hopkinton, MA 01748 Jon Parent			0.00	0.00
Description	Description : To install Cat 5E plenum cables for selected devices. Use existing network cables for AP's going into selected rooms. Mount AP's. cables will be terminated to the existing patch panels. labeled and tested to Cat 5E industry standards Labor Description: DAYS WORKED ON-SITE June 6,2015 JULY 2, 2015 June 7,2015 JULY 7, 2015 June 8,2015 JULY 8, 2015 June 9,2015 JULY 9, 2015 June 10,2015 JULY 10, 2015 June 15,2015 JULY 13, 2015 June 16,2015 JULY 14, 2015 June 18,2015 JULY 15, 2015 June 19,2015 June 24,2015 June 30,2015			0.00	0.00
Cable/ Drop Ins...	Full cable drop - Cat 5E plenum cable. Data Jack. face plate or surface box. Patch cords included with Drop. POE camera C-wing X1, Auditorium X6, C202 X2, C 205 X2, C 208 X2, KITCHEN LOCK DOWN ROOM X1, VOIP ATHLETIC CENTER X1, CROWS NEST X2, ATRIUM X2, LIBRARY X2, MDF X2, LANGUAGE LAB X1, A 202A-VOIP PHONE-WALL, A321A, CAFETERIA X4, A101 X2,		36	350.00	12,600.00
Cable/ Drop Ins...	AP drop, using existing cable and move to ceiling, terminate and test and mount AP C 203 X2, NEW SIGN IN OFFICE X1, A 211 X2, WORK ROOM X2, 303B WRKRM X2, 300A X1, 300B X1, MARILYNS OFFICE X1, A113 X1, A108 X2, A106 X2,		17	100.00	1,700.00

Thank you for your business.

Total
Payments/Credits
Balance Due

Phone #
1-617-306-6093

Performance Cable

25 Arapahoe Road
Bellingham, MA 02019

Invoice

Date	Invoice #
7/6/2015	749

Bill To
Hopkinton Public Schools 89 Hayden Rowe Street Hopkinton, MA 01748

Project / Job
Hopkinton High School

Item	Description	Net 30	Qty	Rate	Amount
MISC	10"x10"x2" clear enclosure - gym		1	99.00	99.00
MISC	Phone enclosures for Gym Phones, IP 66 Rated, vandal proof		1	329.00	329.00

Thank you for your business.

Total	\$14,728.00
Payments/Credits	\$0.00
Balance Due	\$14,728.00

Phone #
1-617-306-6093

Performance Cable

25 Arapahoe Road
Bellingham, MA 02019

817

Joint I

Invoice

Date	Invoice #
8/3/2015	765

PO # 160681
V# 27076

Bill To
Hopkinton Public Schools 11 Ash St. Hopkinton, MA 01748

Terms	Project / Job
Net 30	Center School. Network Cable

Item	Description	Net 30	Qty	Rate	Amount
Location	Location: Center Elementary School 11 Ash St. Hopkinton, MA 01748 Jon P.			0.00	0.00
Description	Description : To install (6) cables and mount AP's to selected rooms. Room Numbers (4,6,11,14,16,23) & central office cables will be terminated to the existing patch panels. labeled and tested to Cat 5E industry standards			0.00	0.00
Cable/ Drop Ins...	Cat 5E plenum cable. Data Jack. face plate or surface box. Patch cords included with Drop.		6	350.00	2,100.00

Thank you for your business.

Total	\$2,100.00
Payments/Credits	\$0.00
Balance Due	\$2,100.00

Phone #
1-617-306-6093

JF

School Admissions and Residency Requirements

A person is eligible to attend the Hopkinton Public Schools if he or she is of school age and is:

- Living with the parent(s) or legal guardian(s) who have physical custody and are residents of Hopkinton, or
- Intending to be a resident within 30 days from requested date of eligibility (requires proof of Purchase & Sale with closing date) or intending to be a resident within 59 days from the start of the school year (also requires proof of Purchase & Sale with closing date), and approved by the Superintendent or designee, or
- At least eighteen (18) years of age, having established residency, or
- An approved tuition-paying student, (i.e., F1 Visa Program) or
- Homeless, which is defined as a person living in Hopkinton who lacks a fixed, regular and adequate nighttime residence such as a shelter or a place not designed to be a sleeping accommodation.

An eligible student will be admitted regardless of national citizenship, race, color, sex, religion, national origin or sexual orientation.

A student registering for the first time must present a birth certificate or equivalent proof of age as well as proof of vaccination and immunizations as required by the Massachusetts Department of Public Health. A child whose parent(s) or guardian(s) state religious objections to vaccinations or immunizations or who are homeless may register without vaccination or immunization records.

Proof of legal guardianship may be required.

Proof of residency will be required at the time of registration, for a student intending to be a resident, or at any time that school officials have reason to question a student's residency, which is defined as the place where a person resides permanently, not temporarily or sporadically, and is the center of his or her domestic, social, and civic life.

The superintendent may request three or more of the following as proof of residency: copy of deed, record of most recent mortgage payment, copy of lease with record of most recent rent payment, notarized attestation of residency from landlord, Section 8 agreement, energy (gas, oil, or electric) bill, home (not cellular) telephone bill, or cable bill.

The superintendent reserves the right to investigate at any time if a student's residency is in question. If an investigation establishes that a student is not a resident, the student will be dismissed from the Hopkinton Public Schools. Parents or guardians of a non-resident student may be required to submit restitution for the period of time that the student was improperly attending school in Hopkinton. Anyone who assists in the violation of the

residency law may be required to submit restitution in the event that the parents or guardians cannot pay the full amount.

The superintendent may allow high school seniors whose parents or guardians have moved out of town to complete their education on the following two conditions:

1. The family moves January 1 or later in the school year
2. The student has remained in good standing with his or her discipline and academic records

First Reading	May 17, 2007, August 5, 2015
Second Reading	June 21, 2007, September 10, 2015
Third Reading	October 18, 2007
Adopted	October 18, 2007
Policy Amended	
Legal References	MGL 76:1, 76:5; 76:6; 76:15. 603 CMR 26.02 McKinney Vento Homeless Education Assistance Improvements Act of 2001
Policy Cross Reference	JEB Requirements for School Entrance
Procedure Reference	

HOPKINTON HIGH SCHOOL
Office of the Principal

MEMORANDUM

**TO: School Committee
Dr. Cathy MacLeod**

FROM: Evan Bishop

DATE: September 2, 2015

RE: Gift

Please accept this gift in the amount of \$699.99 from the 26.2 Foundation for the purchase of a printer to be used in the photography classes. The 26.2 Foundation has made this donation in support of the work of High School teacher Sterling Worrell and in part in recognition of the excellent work of the students who participated in the creation of the recently unveiled Marathon mural, which is displayed in the High School.

MEMORANDUM

TO: Cathy MacLeod
Superintendent of Schools

FROM: Alan M. Keller
Principal, Middle School

DATE: August 10, 2015

On behalf of Hopkinton Middle School, please accept the following check in the amount of \$2500.00 to be deposited into the Middle School Gift Account #1239 for "The Sky's the Limit" Courtyard Project.

Hopkinton Education Foundation	\$2,500.00
PO Box 109	
Hopkinton, MA 01748	

A handwritten signature in blue ink, appearing to be the initials 'AK' followed by a long horizontal line extending to the right.