ATT A

CONCORD PUBLIC SCHOOLS
CONCORD-CARLISLE REGIONAL SCHOOL DISTRICT
120 MERIAM ROAD, CONCORD, MA 01742 PHONE: 978.341.2490 FAX: 978.318.1539 www.concordpublicschools.net

TO: Diana F. Rigby

FROM: John F. Flaherty, Deputy Superintendent of Finance and Operations

DATE: January 28, 2013

RE: Surplus Computers

As part of the 4 – 5 year computer replacement plan we routinely set aside a number of computers to assist students in households without computers. In some instances parts from computers that have failed are used to rebuild operable machines. These machines are often not capable of performing on our school networks at the proper speed but are still capable of performing computing tasks at slower speeds. As this replacement process is cyclical we often have excess computers that are sent to recycling.

We currently have forty-six (23 CPS & 23 CCRSD), six years old *i*Macs that the Information Technology Department has requested to be declared as surplus. I have also received an inquiry from the charitable non-profit 501c3 Emerson Umbrella Center for the Arts asking if some of our surplus computers could go to the Umbrella to be used for Teen programs in Animation and Cartooning. Emerson's class can hold up to 14 students and I am hopeful that the School Committees will support allowing 14 computers to be spared from the scrap pile and be used by the teenagers in the Emerson program. Should the School Committees agree with this request, it will be communicated to the Umbrella that the School Department is not responsible for any computer failures that occur.

Should you agree, an appropriate motion for the CSC would be:

Vote to approve the disposal of 23 *i*Macs and allow transfer of 7 *i*Macs to the Emerson Umbrella Center for the Arts.

Should you agree, an appropriate motion for the CCSC would be:

Vote to approve the disposal of 23 *i*Macs and allow transfer of 7 *i*Macs to the Emerson Umbrella Center for the Arts.

Thank you for consideration of this request.

ATT B

CONCORD PUBLIC SCHOOLS
CONCORD-CARLISLE REGIONAL SCHOOL DISTRICT

120 MERIAM ROAD CONCORD, MA 01742 PHONE: 978.318.1500 FAX: 978.318.1537 www.concordpublicschools.net

TO: Concord-Carlisle School Committee

FROM: Diana Rigby, Superintendent

DATE: January 28, 2014

SUBJECT: Approve CCHS Latin Trip to Italy 2015

Madeleine Pooler and Sophia Rovitti, CCHS foreign language teachers, are seeking approval for an educational trip to Italy in April of 2015 for their Latin students.

Attached please find backup information on the trip. Peter Badalament will be in attendance at the School Committee meeting to answer any questions.

Motion: That the Concord-Carlisle School Committee vote to approve the CC HS Latin trip to Italy in 2015.

Attachment

ATT C

CONCORD PUBLIC SCHOOLS
CONCORD-CARLISLE REGIONAL SCHOOL DISTRICT

120 MERIAM ROAD CONCORD, MA 01742 PHONE: 978.318.1500 FAX: 978.318.1537 www.concordpublicschools.net

TO: Concord-Carlisle School Committee

FROM: Diana Rigby, Superintendent

DATE: January 28, 2014

SUBJECT: Approve Fieldtrip to Maine

Ray Pavlik, CCHS science teacher, is seeking approval for a geology fieldtrip to Maine on the weekend of May 10th,2014.

Attached please find backup information on the trip. Peter Badalament will be in attendance at the School Committee meeting to answer any questions.

Motion: That the Concord-Carlisle School Committee vote to approve the fieldtrip to Maine on May 10 & 11, 2014.

Attachment

ATT D

CONCORD-CARLISLE REGIONAL SCHOOL DISTRICT
ADULT & COMMUNITY EDUCATION
500 Walden Street, Concord Mass. 01742-2068
(978) 318-1432 fax (978) 369-7125 ace@colonial.net www.ace.colonial.net

January 15, 2015

Diana Rigby
Superintendent
Concord/Concord-Carlisle School District

Dear Diana,

I am writing to request, through you, School Committee acceptance of a $264.00 donation from the Concord Carlisle Computer Volunteers.

The group was originally the Concord Technology Volunteers, a political action group established to promote technology in the schools. Over the past twenty-five years it evolved and focused its work on instruction for adults who were uninformed about computers and their uses.

As the need for technology training for adults has changed in recent years, and school computers have become less available for continuing education, the group decided to disband. They have elected to turn over their remaining funds to support other adult education efforts in Concord-Carlisle.

Volunteers who made the program so successful over the years, currently active, are Jackie Englehardt, Joan Turner, David Trask, Bob Harper, Rip Parmalee, Tim Barclay, Jim McDonough, Jim Fitzgerald, George Sprott and Don Knudson. They represent a generation of "early adopters" who were a vital part of our initial efforts to embrace computing for teachers and students, transforming the educational experience.

Sincerely yours,

Court Booth, Director

cc: Jennifer Albanese
Phil Benincasa

SC 1.28

CONCORD-CARLISLE REGIONAL SCHOOL DISTRICT
ADULT & COMMUNITY EDUCATION
500 Walden Street, Concord Mass. 01742-2068
(978) 318-1432 fax (978) 369-7125 ace@colonial.net www.ace.colonial.net

December 21, 2013

RECEIVED
SUPERINTENDENT'S OFFICE

JAN 02 2013

CONCORD PUBLIC SCHOOLS
CONCORD-CARLISLE REGIONAL SCHOOL DISTRICT

Diana Rigby
Superintendent of Schools
Concord/Concord-Carlisle

Dear Diana,

I am recommending, through you, School Committee acceptance of three donations, two for $500 each and one for $100, to help establish the Concord Carlisle Chess program through the Community Education department.

The Howes Insurance Group of Concord and the Cambridge Trust Company each provided a $500 donation in order to help us bring this valuable program to the students of Concord/Concord-Carlisle and to the wider community. It will allow us to begin the program in January with boards and playbooks and other instructional materials; students will pay for instruction only. The program will meet off site on Sunday afternoons, at Harvey Wheeler Community Center, under the guidance of Chess Master Vadim Martirosov.

Kenneth Belt, who established the chess program at the Alcott School some years ago, donated $100.

We are indebted to Concord parent Yuval Erlich for inspiring CC Chess. It will be an important complement to the before and after school chess programs that are conducted by the elementary school PTGs and CCHS.

Chess is unique in how it can help a player develop perception and strategic thinking – abilities that transfer to learning and mastery generally. Please accept these donations and help us promote CC Chess.

Sincerely,

Courtland Booth

cc: P. Benincasa, Liaison
K. Codianne, Director of Teaching & Learning

ATT E

CONCORD PUBLIC SCHOOLS
CONCORD-CARLISLE REGIONAL SCHOOL DISTRICT

120 MERIAM ROAD CONCORD, MA 01742 PHONE: 978.318.1500 FAX: 978.318.1537 www.concordpublicschools.net

TO: Concord/Concord-Carlisle School Committees

FROM: Diana Rigby, Superintendent

DATE: January 28, 2014

SUBJECT: Approve 2014-2015 School Calendar (CPS/CCHS)

Motion: That the Concord and Concord-Carlisle School Committees vote to approve the 2014-2015 School Calendar.

Attachment

ATT F

CONCORD PUBLIC SCHOOLS
CONCORD-CARLISLE REGIONAL SCHOOL DISTRICT
120 MERIAM ROAD CONCORD, MA 01742 PHONE: 978.318.1500 FAX: 978.318.1537 *www.concordpublicschools.net*

TO: Diana F. Rigby, Superintendent of Schools
FROM: John F. Flaherty, Deputy Superintendent of Finance & Operations
DATE: January 28, 2014
RE: Change Order #3 Approval

Fourteen Change Order Requests (COR's) have been reviewed and approved by the Building Committee, resultantly there is a need for the Regional School Committee to approve a Change Order (CO). The description of the change order requests is attached and their respective amounts have been aggregated to a single amount of $16,710; this amount will increase the Turner Construction contract to $76,438,126. Please note that this change is within the overall budget for the project.

If you are in agreement, I would recommend that the Concord-Carlisle School Committee take affirmative action on the following motion:

Motion:
The Concord-Carlisle School Committee approves an increase of $16,710 to the Turner Construction contract for a contract value of $76,438,126.

Thank you for your consideration of these recommendations.

cc: Concord-Carlisle School Committee
C-C Building Committee
Brian Dakin, KVA Boston

Turner

Building the Future

Concord-Carlisle High School

January 22, 2013 - Update

Jim Liddick – Project Manager
Jamie Meiser - Superintendent

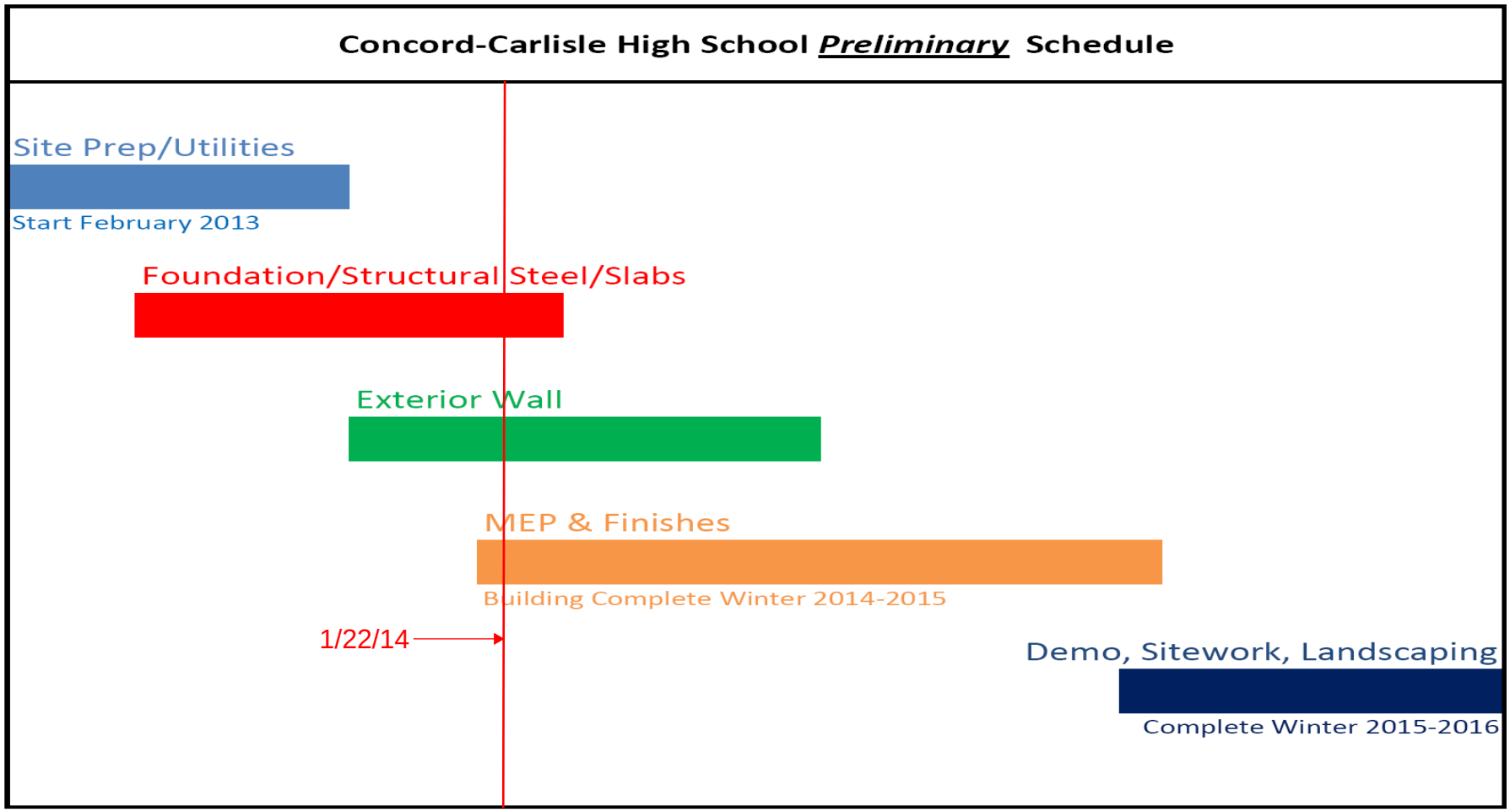
Turner Construction

CCHS – 01/22/14 Update

Turner

Turner

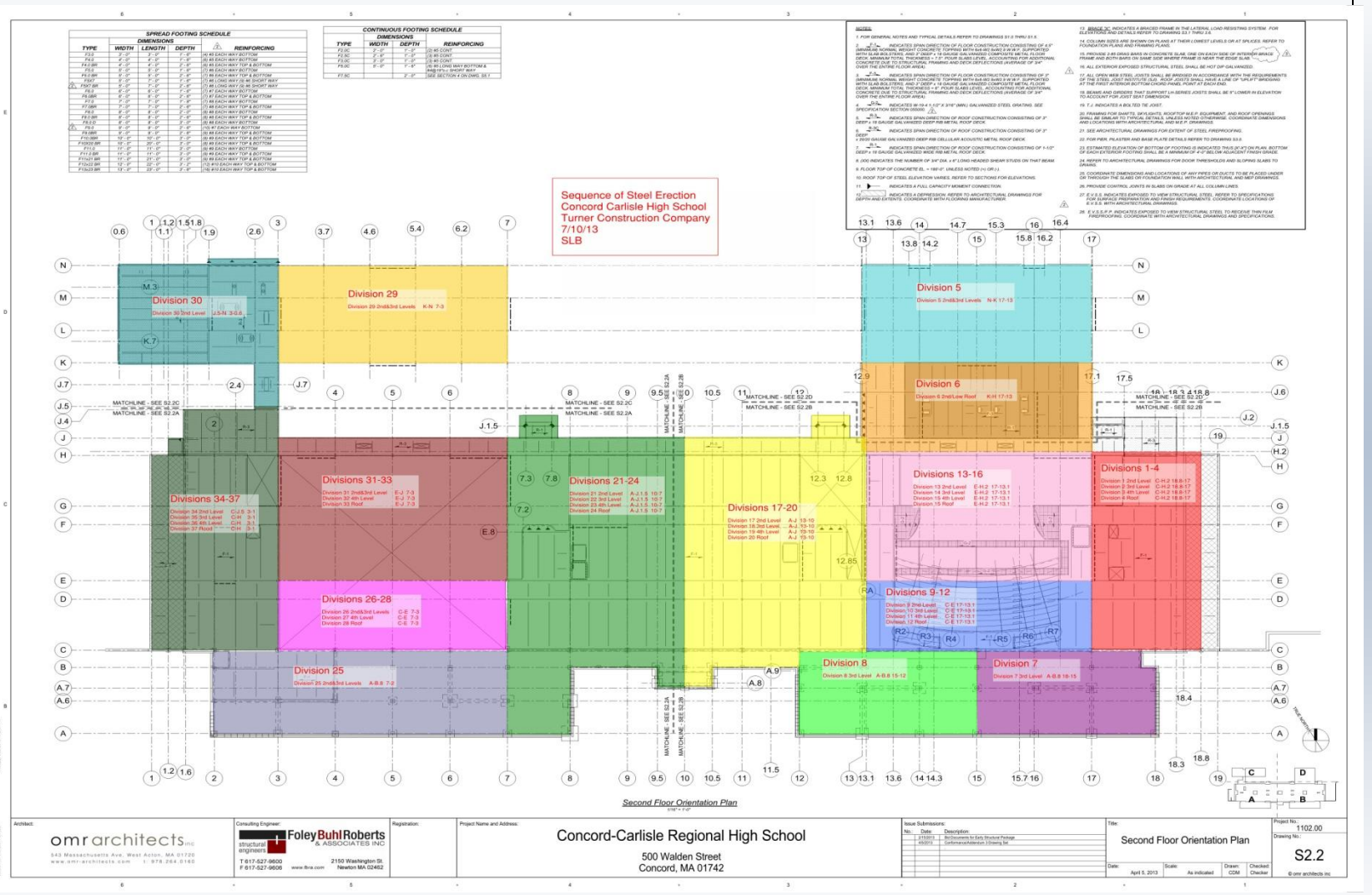
Building the Future



CCHS – 01/22/14 Update

Turner

Structural Steel Erection



CCHS – 01/22/14 Update

Turner

Structural Steel Erection

CCHS – 01/22/14 Update

Turner

Structural Steel Erection

CCHS – 01/22/14 Update

Turner

Slab Pours

- **2971 CY of 3951 CY Installed**
- **75% Complete**

- **6753 CY Installed including Foundations**

Slab Pours

SOFP

Exterior Envelope

CCHS – 01/22/14 Update

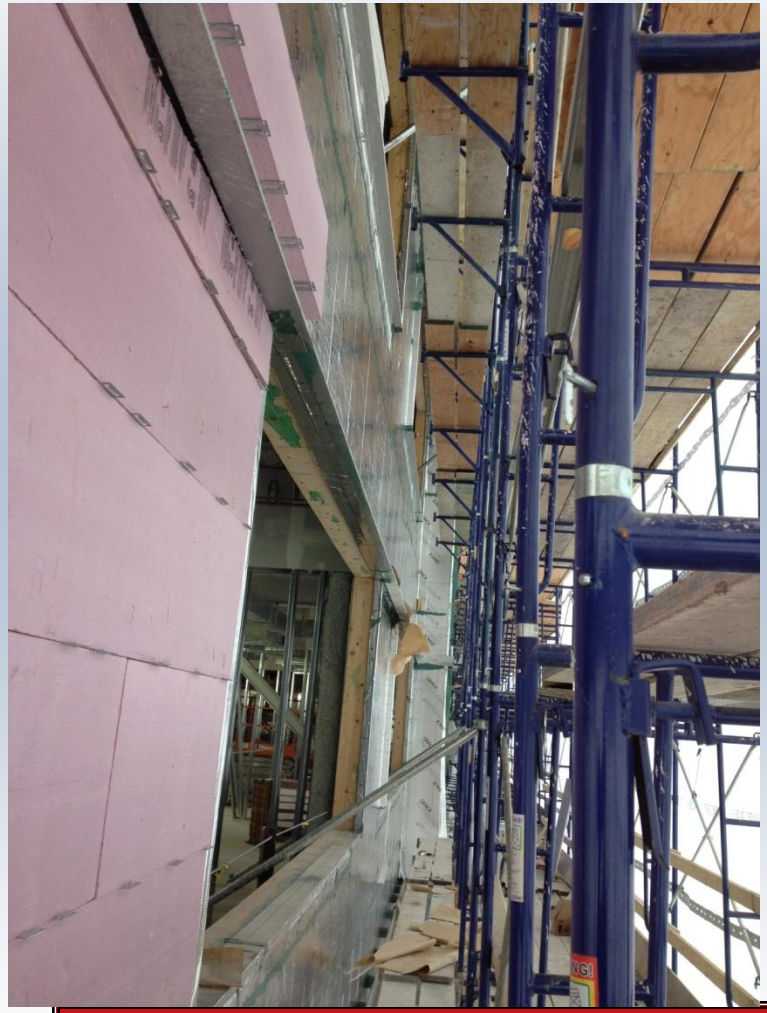
Turner

Exterior Envelope

- **LGMF/Sheathing 39% Complete**
- **AVB 16 % Complete**
- **Masonry 1% Complete**
- **Roof 62 % Complete**

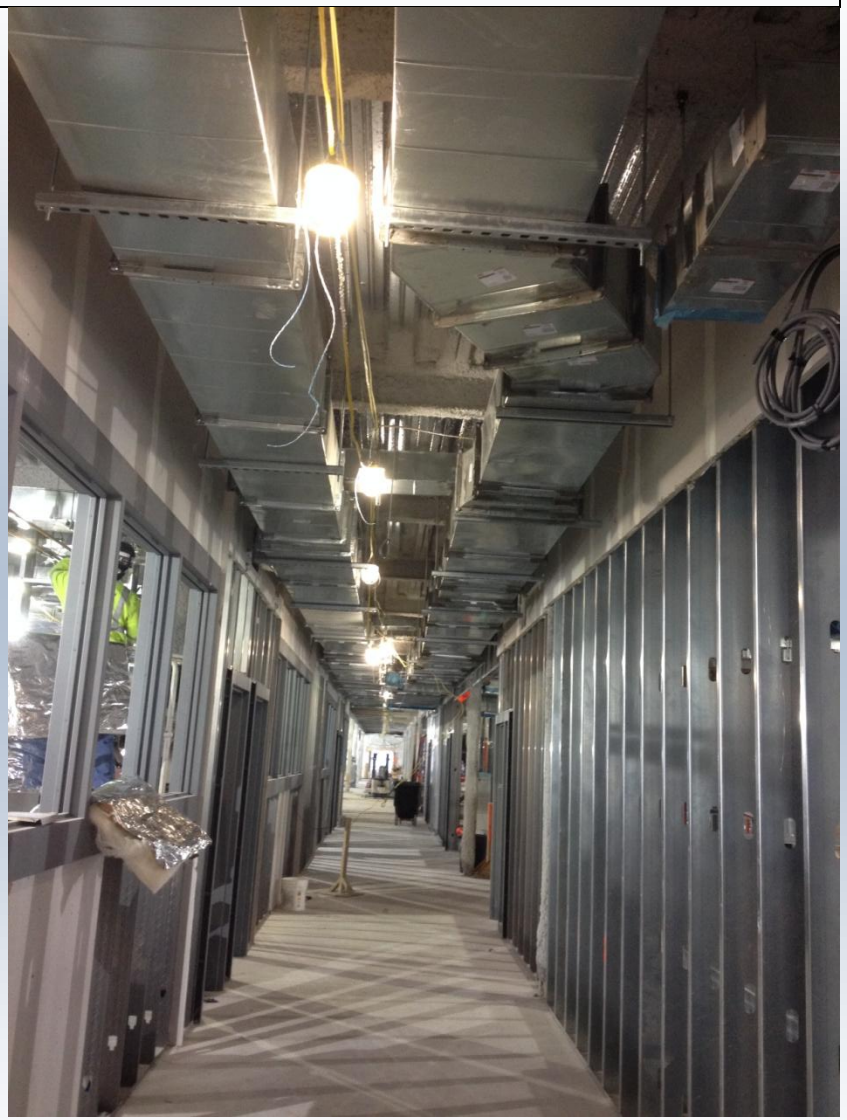
Exterior Envelope LGMF

Exterior Envelope
AVB- Brick

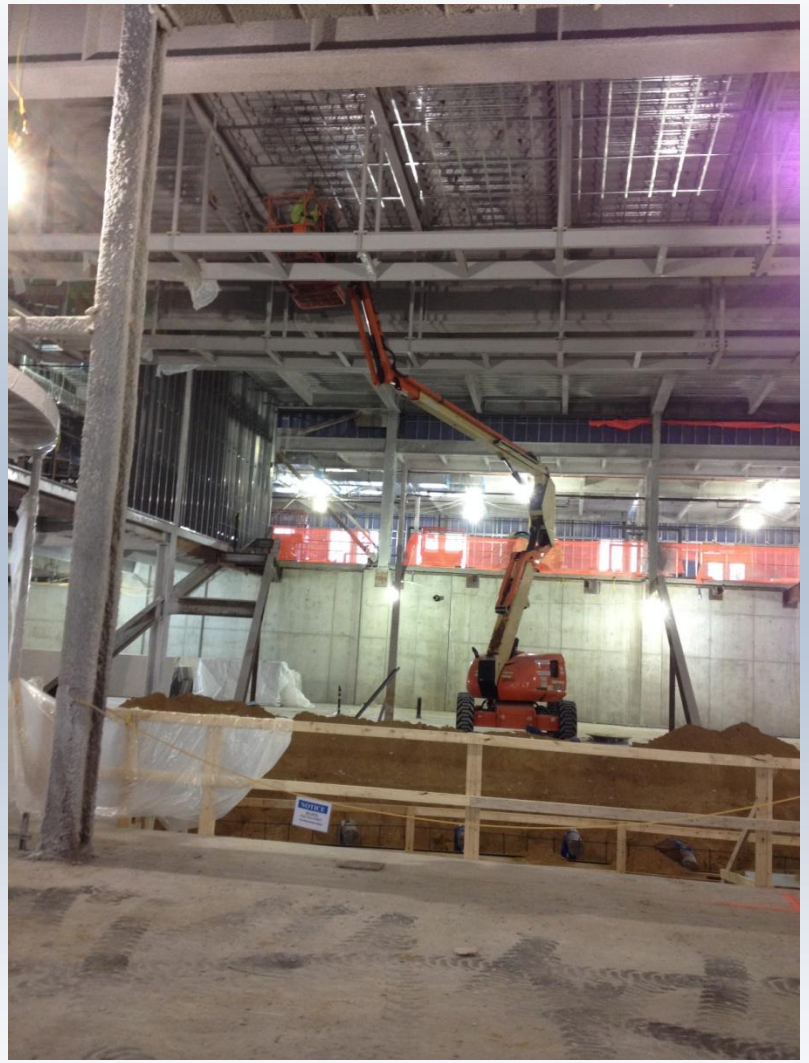


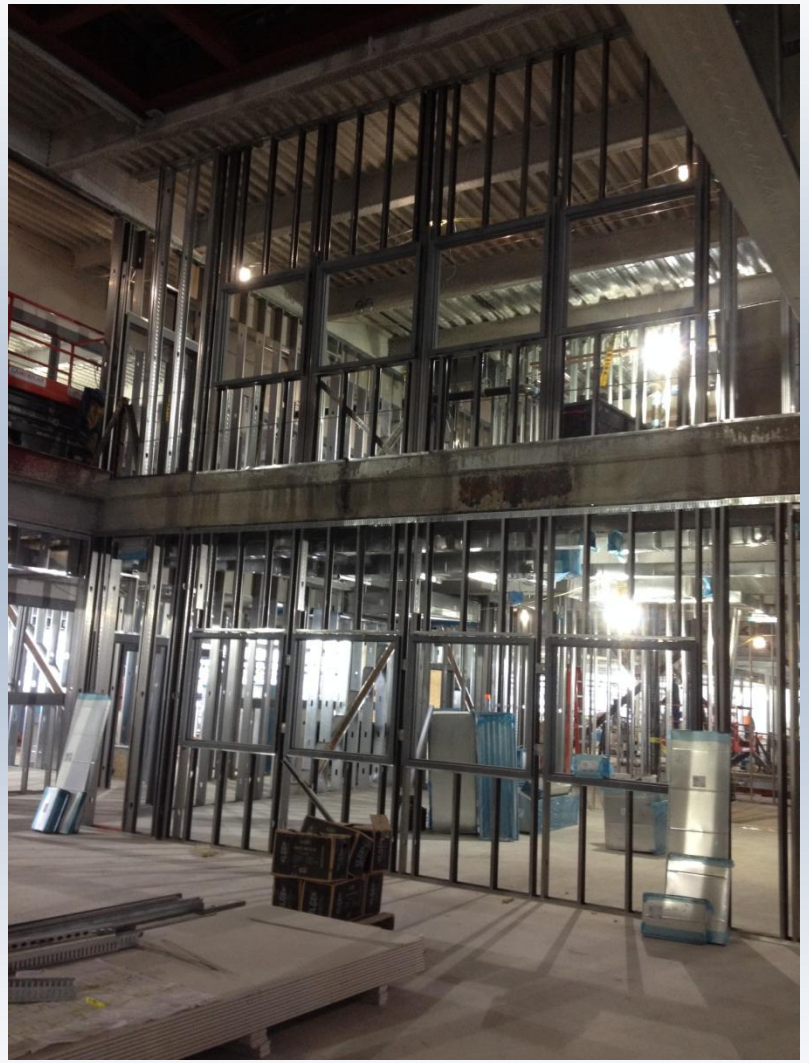
Exterior Envelope Brick

Interiors/MEP



Interiors





GYM

Kitchen

Elevator Shaft

One Month Look Ahead

- **SOFP**
- **Exterior Envelope – LGMF, Roof, AVB, BRICK**
- **MEP Rough, Interior Framing**
- **Stairs**

PROJECT #130185 CONCORD-CARLISLE REGIONAL HIGH SCHOOL
CONCORD, MA 01742

CHANGE ORDER

Date: January 20, 2014

To Contractor:
Turner Construction Co.
2 Seaport Lane
Boston, MA 02210

Architect's Project No: 1102.00
Contract Date: 4/17/2012
Contract Number: 130185
Change Order Number: 003

The Contract is hereby revised as outlined below:

COR	DESCRIPTION		AMOUNT
COR-006	Structural Steel Changes	$	0
COR-008	Field Bulletin 003R1 – Finish Clarification on Auditorium Grating	$	0
COR-011	TCCo Markup Reconciliation for CORs 001 thru 003	$	0
COR-016	Field Bulletin 014 & 014.1 – Revisions per RFI-063	$	0
COR-017	Field Bulletin 009 – Radio Antenna	$	0
COR-018	Field Bulletin 010 – Corner Stud Track	$	0
COR-020	Field Bulletin 019 – RFI-075 Missing Low Roof Support Beam	$	0
COR-021	Field Bulletin 022 – RFI-079 Added Beams at Alt Gym	$	0
COR-022	Field Bulletin 020 – RFI-068 Underground Plumbing Response	$	9,532
COR-024	Field Bulletin 017 – CCTV Inspection of New Sewer Piping	$	9,787
COR-025	Field Bulletin 026 – RFI-054 Delete Steel Plate at Roof Perimeter	$	0
COR-027	Field Bulletin 029 – Window Screens	$	(-2,609)
COR-030	Field Bulletin 033 – Added Steel Kickers at Terraces	$	0
COR-031	Field Bulletin 035 – Additional Steel Girts Along 19-Line	$	0
TOTAL		**$**	

The original Contract Value was	**$**	**76,143,704**
Sum of Changes by prior Change Orders	**$**	**277,712**
The Contract Value prior to this Change Order was	**$**	**76,421,416**
The Contract Value will be changed by this Change Order in the amount of	**$**	**16,710**
The new Contract Value including this Change Oder will be	**$**	**76,438,126**
The Contract duration will be changed by		**0 Days**
The revised Substantial Completion date as of this Change order is		**2/13/2015**

NOTE: *The Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.*

CHANGE ORDER

Date: January 20, 2014

Architect's Project No: 1102.00
Contract Date: 4/17/2012
Contract Number: 130185
Change Order Number: 003

ARCHITECT
OFFICE OF MICHAEL ROSENFELD
543 MASSACHUSETTS AVENUE
WEST ACTON, MA 01720

By: _____

SIGNATURE: _____

DATE: _____

CONSTRUCTION MANAGER
TURNER CONSTRUCTION CO
TWO SEAPORT LANE
BOSTON, MA 02210-2063

By: _____

SIGNATURE: _____

DATE: _____

OWNER
CONCORD-CARLISLE REGIONAL SCHOOL DISTRICT
120 MERIAM ROAD
CONCORD MA 01742

Recommended for Approval:
KV ASSOCIATES:

_____

CCHS BUILDING COMMITTEE:

_____

APPROVED:
By: _____
CONCORD-CARLISLE REGIONAL SCHOOL COMMITTEE, CHAIR

August 28, 2013

OMR Architects
543 Massachusetts Ave.
West Acton, MA 01720
Attn: Lisa Pecora-Ryan, Project Manager

KVAssociates, Inc.
303 Congress St.
Boston, MA 02210
Attn: Brian Dakin, Project Manager

Re: **Change Order Request COR-006**

We submit herewith our summary of costs in connection with the extra work associated with ***Structural Steel Changes – ASI-005, RFI-020, RFI-037, RFI-038*** as outlined in the attached breakout and supporting subcontractor quotes.

PCO No.	Description	Amount	Subcontractor
18-10	RFI-037 - Added Beams on Levels 3 and 4	$1,054.00	Les Constructions Beauce-Atlas
19-10	RFI-038 - Level 2 Low Roof Railing Supports	$6,653.00	Les Constructions Beauce-Atlas
21-10	ASI-005 and RFI-020 - Steel Framing Roof Opening Revisions	$5,089.00	Les Constructions Beauce-Atlas
	Total Amount	$12,796.00	

This approval authorizes Turner Construction Company to utilize funds from **Allowance for Structural Steel Addendum Changes** in the amount of **Twelve Thousand Seven Hundred Ninety-Six and 00/100 Dollars ($12,796.00)** and to issue subcontract change orders, commit monies, and requisition for reimbursement costs as noted in the breakout.

The total amount remaining in this Allowance will be $1,506.00.

In and of itself, this Change Order Request does not increase the time required for completion of the project nor does it include any indirect costs associated with additional time. However, in combination with other changes additional time and indirect costs may be required resulting from the accumulation of such changes.

Please return one (1) copy of this letter indicating approval of this **COR-006** by the Concord-Carlisle Regional High School Building Committee. Should you have any questions please contact me directly at (978) 341-8357.

Sincerely,
Turner Construction Co.

Michael Blazejewski
Project Engineer

Reviewed and recommended by: _____ Date: 9.19.13
OMR Architects

Reviewed and recommended by: _____ Date: 9/19/13
KVAssociates, Inc.

Approved by: _____ Date: 9.19.13
Concord-Carlisle Regional High School Finance Sub-Committee

cc: Stan Durlacher- CCHS Building Committee
John Flaherty- CCHS Building Committee
Jeanne Roberts- OMR
David Saindon- KVAssociates, Inc.
Maureen Kirkpatrick- TCCo
Jim Liddick- TCCo
Jamie Meiser- TCCo
Michael Spignese - TCCo

November 1, 2013

OMR Architects
543 Massachusetts Ave.
West Acton, MA 01720
Attn: Lisa Pecora-Ryan, Project Manager

KVAssociates, Inc.
303 Congress St.
Boston, MA 02210
Attn: Brian Dakin, Project Manager

Re: **Change Order Request COR-008**

We submit herewith our summary of costs in connection with the extra work associated with **Field Bulletin 003R1 – Finish Clarification on Auditorium Grating** as outlined in the attached breakout and supporting subcontractor quotes.

PCO No.	Description	Amount	Subcontractor
27	Field Bulletin 003 - Finish Clarification on Auditorium Grating - Str. Steel	$2,738.00	Les Constructions Beauce-Atlas Inc.
27	Amount Released from Structural Steel Hold - Make up Days due to Noise/School Impact	($2,738.00)	Turner Construction
	Total Increase to GMP	$0.00	

This approval authorizes Turner Construction Company to utilize funds from the above referenced budget section(s) for these changes to the scope of work and to issue subcontract change orders, commit monies, and requisition for reimbursement costs as noted in the breakout. This COR will result in no adjustment to the Guaranteed Maximum Price (GMP).

In and of itself, this Change Order Request does not increase the time required for completion of the project nor does it include any indirect costs associated with additional time. However, in combination with other changes additional time and indirect costs may be required resulting from the accumulation of such changes.

Please return one (1) copy of this letter indicating approval of this COR by the Concord-Carlisle Regional High School Building Committee. Should you have any questions please contact me directly at (617) 828-2407.

Sincerely,
Turner Construction Co.

Michael Spignese
Project Engineer

Approved by: _____ Date: 11/3/15
KVAssociates, Inc.

cc: Stan Durlacher- CCHS Building Committee
John Flaherty- CCHS Building Committee
Lisa Pecora-Ryan- OMR
David Saindon- KVAssociates, Inc.
Maureen Kirkpatrick- TCCo
Jim Liddick- TCCo
Jamie Meiser- TCCo

August 28, 2013

OMR Architects
543 Massachusetts Ave.
West Acton, MA 01720
Attn: Lisa Pecora-Ryan, Project Manager

KVAssociates, Inc.
303 Congress St.
Boston, MA 02210
Attn: Brian Dakin, Project Manager

Re: **Change Order Request COR-011**

We submit herewith our summary of costs in connection with the extra work associated with **TCCO Markup Reconciliation for CORs 001 thru 003** as outlined in the attached breakout and supporting subcontractor quotes.

PCO No.	Description	Amount	Subcontractor
52	General Conditions (3.25% Directs)	($258.00)	Turner Construction
52	Fee (1.75% Directs)	($139.00)	Turner Construction
52	CCIP (3.42%)	$90.00	Turner Construction
52	Builders Risk	($131.00)	S&F Concrete Contractors, Inc.
52	Turner Bond (.777% Total)	$438.00	Turner Construction
	Total Amount	$0.00	

This approval authorizes Turner Construction Company to **Increase** the Guaranteed Maximum Price (GMP) by **Zero and 00/100 Dollars ($0)** and to issue subcontract change orders, commit monies, and requisition for reimbursement costs as noted in the breakout.

In and of itself, this Change Order Request does not increase the time required for completion of the project nor does it include any indirect costs associated with additional time. However, in combination with other changes additional time and indirect costs may be required resulting from the accumulation of such changes.

Please return one (1) copy of this letter indicating approval of this COR by the Concord-Carlisle Regional High School Building Committee. Should you have any questions please contact me directly at (617) 828-2407.

Sincerely,
Turner Construction Co.

Michael Spignese
Project Engineer

Reviewed and recommended by: _____ Date: 9-19-13
OMR Architects

Reviewed and recommended by: _____ Date: 9/19/13
KVAssociates, Inc.

Approved by: _____ Date: 9.19.13
Concord-Carlisle Regional High School Finance Sub-Committee

cc: Stan Durlacher- CCHS Building Committee
John Flaherty- CCHS Building Committee
Jeanne Roberts- OMR
David Saindon- KVAssociates, Inc.
Maureen Kirkpatrick- TCCo
Jim Liddick- TCCo
Jamie Meiser- TCCo

Turner

January 6, 2014

KVAssociates, Inc.
303 Congress St.
Boston, MA 02210
Attn: Brian Dakin, Project Manager

Re: **Change Order Request COR-016**

We submit herewith our summary of costs in connection with the extra work associated with **Field Bulletins 014 & 014.1 – Revisions per RFI-063** as outlined in the attached breakout and supporting subcontractor quotes.

PCO No.	Description	Amount	Subcontractor
59	Field Bulletins 014 & 014.1 - Revisions per RFI-063	$3,259.00	Les Constructions Beauce-Atlas Inc.
59	Field Bulletins 014 & 014.1 - Revisions per RFI-063	($753.00)	Legere Group, Ltd.
59	Amount Released from Structural Steel Hold - Safety Stanchions	($2,506.00)	Turner Construction
	Total Increase to GMP	$0.00	

This approval authorizes Turner Construction Company to utilize funds from the above referenced budget section(s) for these changes to the scope of work and to issue subcontract change orders, commit monies, and requisition for reimbursement costs as noted in the breakout. This COR will result in no adjustment to the Guaranteed Maximum Price (GMP).

In and of itself, this Change Order Request does not increase the time required for completion of the project nor does it include any indirect costs associated with additional time. However, in combination with other changes additional time and indirect costs may be required resulting from the accumulation of such changes.

Please return one (1) copy of this letter indicating approval of this COR by the Concord-Carlisle Regional High School Building Committee. Should you have any questions please contact me directly at (617) 828-2407.

Sincerely,
Turner Construction Co.

Michael Spignese
Project Engineer

Approved by: _____ Date: 1/10/14

KVAssociates, Inc.

1/10/14

cc: Stan Durlacher - CCHS Building Committee
John Flaherty - CCHS Building Committee
Lisa Pecora-Ryan - OMR
David Saindon - KVAssociates, Inc.
Jim Liddick - TCCo
Jamie Meiser - TCCo

December 2, 2013

KVAssociates, Inc.
303 Congress St.
Boston, MA 02210
Attn: Brian Dakin, Project Manager

Re: **Change Order Request COR-017**

We submit herewith our summary of costs in connection with the extra work associated with **Field Bulletin 009 – Additional Steel for Radio Antenna** as outlined in the attached breakout and supporting subcontractor quotes.

PCO No.	Description	Amount	Subcontractor
58	Field Bulletin 009 - Additional Steel for Radio Antenna	$4,283.00	Les Constructions Beauce-Atlas Inc.
58	Field Bulletin 009 - Additional Steel for Radio Antenna	$1,179.00	Stanley Roofing Company, Inc.
58	Amount Released from Structural Steel Hold - Safety Stanchions	($5,462.00)	Turner Construction
	Total Increase to GMP	$0.00	

This approval authorizes Turner Construction Company to utilize funds from the above referenced budget section(s) for these changes to the scope of work and to issue subcontract change orders, commit monies, and requisition for reimbursement costs as noted in the breakout. This COR will result in no adjustment to the Guaranteed Maximum Price (GMP).

In and of itself, this Change Order Request does not increase the time required for completion of the project nor does it include any indirect costs associated with additional time. However, in combination with other changes additional time and indirect costs may be required resulting from the accumulation of such changes.

Please return one (1) copy of this letter indicating approval of this COR by the Concord-Carlisle Regional High School Building Committee. Should you have any questions please contact me directly at (617) 828-2407.

Sincerely,
Turner Construction Co.

Michael Spignese
Project Engineer

Approved by: _____ Date: 12/5/13
KVAssociates, Inc.

cc: Stan Durlacher- CCHS Building Committee
John Flaherty- CCHS Building Committee
Jeanne Roberts- OMR
David Saindon- KVAssociates, Inc.
Maureen Kirkpatrick- TCCo
Jim Liddick- TCCo
Jamie Meiser- TCCo

Turner

October 30, 2013

OMR Architects
543 Massachusetts Ave.
West Acton, MA 01720
Attn: Lisa Pecora-Ryan, Project Manager

KVAssociates, Inc.
303 Congress St.
Boston, MA 02210
Attn: Brian Dakin, Project Manager

Re: **Change Order Request COR-018**

We submit herewith our summary of costs in connection with the extra work associated with **Field Bulletin 010 – Corner Stud Track** as outlined in the attached breakout and supporting subcontractor quotes.

PCO No.	Description	Amount	Subcontractor
60	Field Bulletin 010 - Corner Stud Track - Structural Steel	$5,860.00	Les Constructions Beauce-Atlas Inc.
60	Amount Released from Structural Steel Hold - Make up Days due to Noise/School Impact	($5,860.00)	Turner Construction
	Total Increase to GMP	$0.00	

This approval authorizes Turner Construction Company to utilize funds from the above referenced budget section(s) for these changes to the scope of work and to issue subcontract change orders, commit monies, and requisition for reimbursement costs as noted in the breakout. This COR will result in no adjustment to the Guaranteed Maximum Price (GMP).

In and of itself, this Change Order Request does not increase the time required for completion of the project nor does it include any indirect costs associated with additional time. However, in combination with other changes additional time and indirect costs may be required resulting from the accumulation of such changes.

Please return one (1) copy of this letter indicating approval of this COR by the Concord-Carlisle Regional High School Building Committee. Should you have any questions please contact me directly at (617) 828-2407.

Sincerely,
Turner Construction Co.

Michael Spignese
Project Engineer

Approved by: _____ Date: 11/8/13
KVAssociates, Inc.

cc: Stan Durlacher- CCHS Building Committee
John Flaherty- CCHS Building Committee
Lisa Pecora-Ryan- OMR
David Saindon- KVAssociates, Inc.
Maureen Kirkpatrick- TCCo
Jim Liddick- TCCo
Jamie Meiser- TCCo

Turner

December 2, 2013

KVAssociates, Inc.
303 Congress St.
Boston, MA 02210
Attn: Brian Dakin, Project Manager

Re: **Change Order Request COR-020**

We submit herewith our summary of costs in connection with the extra work associated with **Field Bulletin 019 – RFI-075 Missing Low Roof Support Beam** as outlined in the attached breakout and supporting subcontractor quotes.

PCO No.	Description	Amount	Subcontractor
55	Field Bulletin 019 - RFI-075 Missing Low Roof Support Beam	$2,026.00	Les Constructions Beauce-Atlas Inc.
55	Amount Released from Structural Steel Hold - Erector Contingency	($2,026.00)	Turner Construction
	Total Increase to GMP	$0.00	

This approval authorizes Turner Construction Company to utilize funds from the above referenced budget section(s) for these changes to the scope of work and to issue subcontract change orders, commit monies, and requisition for reimbursement costs as noted in the breakout. This COR will result in no adjustment to the Guaranteed Maximum Price (GMP).

In and of itself, this Change Order Request does not increase the time required for completion of the project nor does it include any indirect costs associated with additional time. However, in combination with other changes additional time and indirect costs may be required resulting from the accumulation of such changes.

Please return one (1) copy of this letter indicating approval of this COR by the Concord-Carlisle Regional High School Building Committee. Should you have any questions please contact me directly at (617) 828-2407.

Sincerely,
Turner Construction Co.

Michael Spignese
Project Engineer

Approved by: _____ Date: 12/5/13
KVAssociates, Inc.

cc: Stan Durlacher- CCHS Building Committee
John Flaherty- CCHS Building Committee
Jeanne Roberts- OMR
David Saindon- KVAssociates, Inc.
Maureen Kirkpatrick- TCCo
Jim Liddick- TCCo
Jamie Meiser- TCCo

December 2, 2013

KVAssociates, Inc.
303 Congress St.
Boston, MA 02210
Attn: Brian Dakin, Project Manager

Re: **Change Order Request COR-021**

We submit herewith our summary of costs in connection with the extra work associated with **Field Bulletin 022 – RFI-079 Added Beams at Alt Gym** as outlined in the attached breakout and supporting subcontractor quotes.

PCO No.	Description	Amount	Subcontractor
57	Field Bulletin 022 - RFI-079 Added Beams at Alt Gym	$15,383.00	Les Constructions Beauce-Atlas Inc.
57	Amount Released from Structural Steel Hold - Safety Stanchions	($15,383.00)	Turner Construction
	Total Increase to GMP	$0.00	

This approval authorizes Turner Construction Company to utilize funds from the above referenced budget section(s) for these changes to the scope of work and to issue subcontract change orders, commit monies, and requisition for reimbursement costs as noted in the breakout. This COR will result in no adjustment to the Guaranteed Maximum Price (GMP).

In and of itself, this Change Order Request does not increase the time required for completion of the project nor does it include any indirect costs associated with additional time. However, in combination with other changes additional time and indirect costs may be required resulting from the accumulation of such changes.

Please return one (1) copy of this letter indicating approval of this COR by the Concord-Carlisle Regional High School Building Committee. Should you have any questions please contact me directly at (617) 828-2407.

Sincerely,
Turner Construction Co.

Michael Spignese
Project Engineer

Approved by: _____ Date: 12/5/13
KVAssociates, Inc.

cc: Stan Durlacher- CCHS Building Committee
John Flaherty- CCHS Building Committee
Jeanne Roberts- OMR
David Saindon- KVAssociates, Inc.
Maureen Kirkpatrick- TCCo
Jim Liddick- TCCo
Jamie Meiser- TCCo

December 11, 2013

OMR Architects
543 Massachusetts Ave.
West Acton, MA 01720
Attn: Lisa Pecora-Ryan, Project Manager

KVAssociates, Inc.
303 Congress St.
Boston, MA 02210
Attn: Brian Dakin, Project Manager

Re: **Change Order Request COR-022**

We submit herewith our summary of costs in connection with the extra work associated with **Field Bulletin 020 – RFI-068 Underground Plumbing Response** as outlined in the attached breakout and supporting subcontractor quotes.

PCO No.	Description	Amount	Subcontractor
64	Field Bulletin 020 - RFI-068 Underground Plumbing Response	$7,845.00	E. Amanti & Sons, Inc.
64	Subcontractor Markup (10% Directs)	$784.00	E. Amanti & Sons, Inc.
64	General Conditions (3.25% Directs)	$255.00	Turner Construction
64	Fee (1.75% Directs)	$137.00	Turner Construction
64	CCIP (3.42%)	$309.00	Turner Construction
64	Subcontractor Bond	$129.00	E. Amanti & Sons, Inc.
64	Turner Bond	$73.00	Turner Construction
	Total Increase to GMP	$9,532.00	

This approval authorizes Turner Construction Company to **Increase** the Guaranteed Maximum Price (GMP) by **Nine Thousand Five Hundred Thirty Two and 00/100 Dollars ($9,532)** and to issue subcontract change orders, commit monies, and requisition for reimbursement costs as noted in the breakout.

In and of itself, this Change Order Request does not increase the time required for completion of the project nor does it include any indirect costs associated with additional time. However, in combination with other changes additional time and indirect costs may be required resulting from the accumulation of such changes.

Please return one (1) copy of this letter indicating approval of this COR by the Concord-Carlisle Regional High School Building Committee. Should you have any questions please contact me directly at (617) 828-2407.

Sincerely,
Turner Construction Co.

Michael Spignese
Project Engineer

Reviewed and recommended by: _____ Date: 1/10/14
OMR Architects

Reviewed and recommended by: _____ Date: 1/10/13
KVAssociates, Inc.

Approved by: _____ Date: 1/10/14
Concord-Carlisle Regional High School Finance Sub-Committee

cc: Stan Durlacher- CCHS Building Committee
John Flaherty- CCHS Building Committee
Jeanne Roberts- OMR
David Saindon- KVAssociates, Inc.
Maureen Kirkpatrick- TCCo
Jim Liddick- TCCo
Jamie Meiser- TCCo

Turner

January 6, 2014

OMR Architects
543 Massachusetts Ave.
West Acton, MA 01720
Attn: Lisa Pecora-Ryan, Project Manager

KVAssociates, Inc.
303 Congress St.
Boston, MA 02210
Attn: Brian Dakin, Project Manager

Re: **Change Order Request COR-024**

We submit herewith our summary of costs in connection with the extra work associated with **Field Bulletin 017 – CCTV Inspection of New Sewer Piping (Proposal Request)** as outlined in the attached breakout and supporting subcontractor quotes.

PCO No.	Description	Amount	Subcontractor
23	Field Bulletin 017 - CCTV Inspection of New Sewer Piping	$8,091.00	Northeast Contractors, Inc.
23	Subcontractor Markup (10% Directs)	$809.00	Northeast Contractors, Inc.
23	General Conditions (3.25% Directs)	$263.00	Turner Construction
23	Fee (1.75% Directs)	$142.00	Turner Construction
23	CCIP (3.42%)	$318.00	Turner Construction
23	Subcontractor Bond	$89.00	Northeast Contractors, Inc.
23	Turner Bond	$75.00	Turner Construction
	Total Increase to GMP	$9,787.00	

This approval authorizes Turner Construction Company to proceed with the work associated with this proposal request, **Increase** the Guaranteed Maximum Price (GMP) by **Nine Thousand Seven Hundred Eighty Seven and 00/100 Dollars ($9,787)** and to issue subcontract change orders, commit monies, and requisition for reimbursement costs as noted in the breakout.

In and of itself, this Change Order Request does not increase the time required for completion of the project nor does it include any indirect costs associated with additional time. However, in combination with other changes additional time and indirect costs may be required resulting from the accumulation of such changes.

Please return one (1) copy of this letter indicating approval of this COR by the Concord-Carlisle Regional High School Building Committee. Should you have any questions please contact me directly at (617) 828-2407.

Turner

Sincerely,
Turner Construction Co.

Michael Spignese
Project Engineer

Reviewed and recommended by: _____ Date: 1/10/14
OMR Architects

Reviewed and recommended by: _____ Date: 1/10/14
KVAssociates, Inc.

Approved by: _____ Date: 1/10/14
Concord-Carlisle Regional High School Building Committee

cc: Stan Durlacher - CCHS Building Committee
John Flaherty - CCHS Building Committee
Lisa Pecora-Ryan - OMR
David Saindon - KVAssociates, Inc.
Jim Liddick - TCCo
Jamie Meiser - TCCo

Turner

December 2, 2013

KVAssociates, Inc.
303 Congress St.
Boston, MA 02210
Attn: Brian Dakin, Project Manager

Re: **Change Order Request COR-025**

We submit herewith our summary of costs in connection with the extra work associated with **Field Bulletin 026 – RFI-054 Delete Steel Plate at Roof Perimeter** as outlined in the attached breakout and supporting subcontractor quotes.

PCO No.	Description	Amount	Subcontractor
35	Field Bulletin 026 - RFI-054 Delete Steel Plate at Roof Perimeter	($6,750.00)	Les Constructions Beauce-Atlas Inc.
35	Amount Added to Structural Steel Hold - Erector Contingency	$6,750.00	Turner Construction
	Total Increase to GMP	$0.00	

This approval authorizes Turner Construction Company to allocate funds to the above referenced budget section(s) for these changes to the scope of work and to issue subcontract change orders, commit monies, and requisition for reimbursement costs as noted in the breakout. This COR will result in no adjustment to the Guaranteed Maximum Price (GMP).

In and of itself, this Change Order Request does not increase the time required for completion of the project nor does it include any indirect costs associated with additional time. However, in combination with other changes additional time and indirect costs may be required resulting from the accumulation of such changes.

Please return one (1) copy of this letter indicating approval of this COR by the Concord-Carlisle Regional High School Building Committee. Should you have any questions please contact me directly at (617) 828-2407.

Sincerely,
Turner Construction Co.

Michael Spignese
Project Engineer

Approved by: _____ Date: 12/5/13
KVAssociates, Inc.

cc: Stan Durlacher- CCHS Building Committee
John Flaherty- CCHS Building Committee
Jeanne Roberts- OMR
David Saindon- KVAssociates, Inc.
Maureen Kirkpatrick- TCCo
Jim Liddick- TCCo
Jamie Meiser- TCCo

Turner

January 6, 2014

OMR Architects
543 Massachusetts Ave.
West Acton, MA 01720
Attn: Lisa Pecora-Ryan, Project Manager

KVAssociates, Inc.
303 Congress St.
Boston, MA 02210
Attn: Brian Dakin, Project Manager

Re: **Change Order Request COR-027**

We submit herewith our summary of costs in connection with the extra work associated with **Field Bulletin 029 – Window Screens** as outlined in the attached breakout and supporting subcontractor quotes.

PCO No.	Description	Amount	Subcontractor
70	Field Bulletin 029 - Window Screens	($2,503.00)	Massey's Plate Glass and Aluminum, Inc.
70	CCIP (3.42%)	($86.00)	Turner Construction
70	Turner Bond	($20.00)	Turner Construction
	Total Decrease to GMP	($2,609.00)	

This approval authorizes Turner Construction Company to **Decrease** the Guaranteed Maximum Price (GMP) by **Two Thousand Six Hundred Nine and 00/100 Dollars (-$2,609)** and to issue subcontract change orders, commit monies, and requisition for reimbursement costs as noted in the breakout.

In and of itself, this Change Order Request does not increase the time required for completion of the project nor does it include any indirect costs associated with additional time. However, in combination with other changes additional time and indirect costs may be required resulting from the accumulation of such changes.

Please return one (1) copy of this letter indicating approval of this COR by the Concord-Carlisle Regional High School Building Committee. Should you have any questions please contact me directly at (617) 828-2407.

Sincerely,
Turner Construction Co.

Michael Spignese
Project Engineer

Reviewed and recommended by: _____ Date: 1/10/14
OMR Architects

Reviewed and recommended by: _____ Date: 1/10/14
KVAssociates, Inc.

Approved by: _____ Date: 1/10/14
Concord-Carlisle Regional High School Building Committee

cc: Stan Durlacher - CCHS Building Committee
John Flaherty - CCHS Building Committee
Lisa Pecora-Ryan - OMR
David Saindon - KVAssociates, Inc.
Jim Liddick - TCCo
Jamie Meiser - TCCo

Turner

December 2, 2013

KVAssociates, Inc.
303 Congress St.
Boston, MA 02210
Attn: Brian Dakin, Project Manager

Re: **Change Order Request COR-030**

We submit herewith our summary of costs in connection with the extra work associated with **Field Bulletin 033 – Added Steel Kickers at Terraces** as outlined in the attached breakout and supporting subcontractor quotes.

PCO No.	Description	Amount	Subcontractor
76	Field Bulletin 033 - Added Steel Kickers at Terraces	$2,938.00	Les Constructions Beauce-Atlas Inc.
76	Amount Added to Structural Steel Hold - Safety Stanchions	($2,938.00)	Turner Construction
	Total Increase to GMP	$0.00	

This approval authorizes Turner Construction Company to utilize funds from the above referenced budget section(s) for these changes to the scope of work and to issue subcontract change orders, commit monies, and requisition for reimbursement costs as noted in the breakout. This COR will result in no adjustment to the Guaranteed Maximum Price (GMP).

In and of itself, this Change Order Request does not increase the time required for completion of the project nor does it include any indirect costs associated with additional time. However, in combination with other changes additional time and indirect costs may be required resulting from the accumulation of such changes.

Please return one (1) copy of this letter indicating approval of this COR by the Concord-Carlisle Regional High School Building Committee. Should you have any questions please contact me directly at (617) 828-2407.

Sincerely,
Turner Construction Co.

Michael Spignese
Project Engineer

Approved by: _____ Date: 12/5/13
KVAssociates, Inc.

cc: Stan Durlacher- CCHS Building Committee
John Flaherty- CCHS Building Committee
Jeanne Roberts- OMR
David Saindon- KVAssociates, Inc.
Maureen Kirkpatrick- TCCo
Jim Liddick- TCCo
Jamie Meiser- TCCo

Turner

December 2, 2013

KVAssociates, Inc.
303 Congress St.
Boston, MA 02210
Attn: Brian Dakin, Project Manager

Re: **Change Order Request COR-031**

We submit herewith our summary of costs in connection with the extra work associated with **Field Bulletin 035 – Additional Steel Girts Along 19-Line** as outlined in the attached breakout and supporting subcontractor quotes.

PCO No.	Description	Amount	Subcontractor
78	Field Bulletin 035 - Additional Steel Girts Along 19-Line	$8,866.00	Les Constructions Beauce-Atlas Inc.
78	Amount Added to Structural Steel Hold - Exterior Wall Coordination	($8,866.00)	Turner Construction
	Total Increase to GMP	$0.00	

This approval authorizes Turner Construction Company to utilize funds from the above referenced budget section(s) for these changes to the scope of work and to issue subcontract change orders, commit monies, and requisition for reimbursement costs as noted in the breakout. This COR will result in no adjustment to the Guaranteed Maximum Price (GMP).

In and of itself, this Change Order Request does not increase the time required for completion of the project nor does it include any indirect costs associated with additional time. However, in combination with other changes additional time and indirect costs may be required resulting from the accumulation of such changes.

Please return one (1) copy of this letter indicating approval of this COR by the Concord-Carlisle Regional High School Building Committee. Should you have any questions please contact me directly at (617) 828-2407.

Sincerely,
Turner Construction Co.

Michael Spignese
Project Engineer

Approved by: _____ Date: 12/5/13
KVAssociates, Inc.

cc: Stan Durlacher- CCHS Building Committee
John Flaherty- CCHS Building Committee
Jeanne Roberts- OMR
David Saindon- KVAssociates, Inc.
Maureen Kirkpatrick- TCCo
Jim Liddick- TCCo
Jamie Meiser- TCCo

CONCORD-CARLISLE REGIONAL SCHOOL DISTRICT
FY14 Year To Date Financials
December 31, 2013

	FY2013 Adopted Budget	FY2013 Revised Budget	FY2013 Actual Expenditures	FY13 Budget to FY14 Budget Change	FY2014 Adopted Budget	YTD Actual	Encumb	YTD Balance
Regular Education	11,067,037	11,067,037	10,945,024	**5.36%**	11,660,210	4,008,791	6,780,570	870,849
Special Education	5,235,731	5,235,731	4,763,983	**-7.62%**	4,836,800	2,673,001	3,787,891	(1,624,091)
Operations	3,136,861	3,236,093	3,792,392	**7.58%**	3,374,627	1,344,859	1,282,003	747,765
Administration	1,335,891	1,335,891	1,498,128	**7.37%**	1,434,329	689,411	680,166	64,753
Fixed Costs less Debt Service	2,871,867	2,924,845	2,795,390	**-10.15%**	2,580,498	1,333,038	110,484	1,136,976
Operating Budget Total	23,647,387	23,799,597	23,794,917	**1.01%**	23,886,464	10,049,100	12,641,112	1,196,251
Debt Service	643,036	643,036	640,060		2,419,139	884,757	-	1,534,382
Grand Total	**24,290,423**	**24,442,633**	**24,434,977**		**26,305,603**	**10,933,857**	**12,641,112**	**2,730,633**

AUGUST START
DRAFT
2014-2015 SCHOOL CALENDAR

SEPTEMBER						
S	M	T	W	T	F	S
			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				

SEPTEMBER
1 Labor Day
Aug 27 & 28 Prof. Dev.Gr. K-12
2 Classes Begin
25 Rosh Hashanah

FEBRUARY
2 Prof Day Gr. 9-12
16 Presidents' Day
16-20 February Recess
23 Classes Resume

FEBRUARY						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
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OCTOBER						
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OCTOBER
13 Columbus Day

MARCH

MARCH						
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NOVEMBER						
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23	24	25	26	27	28	29
30						

NOVEMBER
11 Veteran's Day
12 Prof Day K-5 Conferences
26 Half Day
27-28 Thanksgiving Recess

APRIL
2 Prof. Day K-5 conferences
3 Good Friday
20 Patriots Day
20-24 April Recess
27 Classes Resume

APRIL						
S	M	T	W	T	F	S
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DECEMBER						
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DECEMBER
11 Prof Day 6-12 Conferences
24-31 Winter Recess

MAY
25 Memorial Day

MAY						
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JANUARY						
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JANUARY
1 -2 New Years Day Holiday
5 Classes resume
16 Prof. Day Gr. 6-8
19 Martin Luther King, Jr.

JUNE
18 Last Day of School
18 Half Day **K-8 Only**
19-25 Snow Days
19 Prof. Dev. Gr. K-12

JUNE						
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28	29	30				

Holiday/Recess
Half Day
Professional Dev. Days
First & Last Day of School
Early Release K-5 only
Early release 6-8 every Tuesday

Approved by SC:

SEPTEMBER START
DRAFT
2014-2015 SCHOOL CALENDAR

SEPTEMBER

S	M	T	W	T	F	S
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

SEPTEMBER

1 Labor Day
2 & 3 Prof. Dev. Gr. K - 12
4 Classes Begin
25 Rosh Hashanah

FEBRUARY

2 Prof Day Gr. 9-12
16 Presidents' Day
16-20 February Recess
23 Classes Resume

FEBRUARY

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OCTOBER

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OCTOBER

13 Columbus Day

MARCH

MARCH

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NOVEMBER

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30						

NOVEMBER

11 Veteran's Day
12 Prof Day K-5 Conferences
26 Half Day
27-28 Thanksgiving Recess

APRIL

2 Prof. Day K-5 conferences
3 Good Friday
20 Patriots Day
20-24 April Recess
27 Classes Resume

APRIL

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DECEMBER

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DECEMBER

11 Prof Day 6-12 Conferences
24-31 Winter Recess

MAY

25 Memorial Day

MAY

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JANUARY

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JANUARY

1 -2 New Years Day Holiday
5 Classes resume
16 Prof. Day Gr. 6-8
19 Martin Luther King, Jr.

JUNE

22 Last Day of School
22 Half Day **K-8 Only**
23-29 Snow Days
23 Prof. Dev. Gr. K-12

JUNE

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28	29	30				

Holiday/Recess
Half Day
Professional Dev. Days
First & Last Day of School
Early Release K-5 only
Early release 6-8 every Tuesday

Approved by SC:

MARCH RECESS
DRAFT
2014-2015 SCHOOL CALENDAR

SEPTEMBER

S	M	T	W	T	F	S
	1	2	3	4	5	6
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21	22	23	24	25	26	27
28	29	30				

SEPTEMBER

1 Labor Day
2 & 3 Prof. Dev. Gr. K - 12
4 Classes Begin
25 Rosh Hashanah

FEBRUARY

2 Prof Day Gr. 9-12
16 Presidents' Day

FEBRUARY

S	M	T	W	T	F	S
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OCTOBER

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OCTOBER

13 Columbus Day

MARCH

16-20 March Recess
23 Classes Resume

MARCH

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NOVEMBER

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2 Prof. Day K-5 conferences
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20 Patriots Day

APRIL

S	M	T	W	T	F	S
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DECEMBER

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21	22	23	24	25	26	27
28	29	30	31			

DECEMBER

11 Prof Day 6-12 Conferences
24-31 Winter Recess

MAY

25 Memorial Day

MAY

S	M	T	W	T	F	S
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31						

JANUARY

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18	19	20	21	22	23	24
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1 -2 New Years Day Holiday
5 Classes resume
16 Prof. Day Gr. 6-8
19 Martin Luther King, Jr.

JUNE

17 Last Day of School
17 Half Day **K-8 Only**
18-24 Snow Days
18 Prof. Dev. Gr. K-12

JUNE

S	M	T	W	T	F	S
	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				

Holiday/Recess
Half Day
Professional Dev. Days
First & Last Day of School
Early Release K-5 only
Early release 6-8 every Tuesday

Approved by SC:

File: JICFB

BULLYING PREVENTION

The Concord Public Schools and the Concord-Carlisle Regional School District are committed to providing a safe, positive and productive educational environment where students can achieve the highest academic standards. No student shall be subjected to harassment, intimidation, bullying, or cyber-bullying.

"Bullying" is the repeated use by one or more students or school staff members of a written, verbal, or electronic expression, or a physical act or gesture, or any combination thereof, directed at a target that:

- causes physical or emotional harm to the target or damage to the target's property;
- places the target in reasonable fear of harm to him/herself, or of damage to his/her property;
- creates a hostile environment at school for the target;
- infringes on the rights of the target at school; or
- materially and substantially disrupts the education process or the orderly operation of a school.

"Cyber-bullying" means bullying through the use of technology or any electronic communication, which shall include, but shall not be limited to, any transfer of signs, signals, writing, images, sounds, data or intelligence of any nature transmitted in whole or in part by a:

- wire
- radio
- electromagnetic
- photo-electronic or photo-optical system, including, but not limited to, electronic mail, internet communications, instant messages or facsimile communications.

Cyber-bullying shall also include the creation of a web page or blog in which the creator assumes the identity of another person or knowingly impersonates another person as author of posted content or messages, if the creation or impersonation creates any of the conditions enumerated in the definition of bullying.

Cyber-bullying shall also include the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons, if the distribution or posting creates any of the conditions enumerated in the definition of bullying.

Bullying and cyber-bullying may occur in and out of school, during and after school hours, at home and in locations outside of the home. When bullying and cyber-bullying are alleged, the full cooperation and assistance of parents and families are expected.

For the purpose of this policy, whenever the term bullying is used it is to denote either bullying, or cyber-bullying.

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Bullying is prohibited:

- On school grounds;
- On property immediately adjacent to school grounds;
- At school-sponsored or school-related activities;
- At functions or programs whether on or off school grounds
- At school bus stops;
- On school buses or other vehicles owned, leased or used by the school district; or,
- Through the use of technology or an electronic device owned, leased or used by the Concord Public Schools and the Concord-Carlisle Regional School District;

Bullying and cyber-bullying are prohibited at a location, activity, function or program that is not school-related or through the use of technology or an electronic device that is not owned, leased or used by the Concord Public Schools and the Concord-Carlisle Regional School District if the act or acts in question:

- create a hostile environment at school for the target;
- infringe on the rights of the target at school; and/or
- materially and substantially disrupt the education process or the orderly operation of a school.

Prevention and Intervention Plan

The Superintendent and/or his/her designee shall oversee the development of a prevention and intervention plan, in consultation with all district stakeholders, which may include teachers, school staff, professional support personnel, school volunteers, administrators, community representatives, local law enforcement agencies, students, parents and guardians, consistent with the requirements of this policy, as well as state and federal laws. The bullying prevention and intervention plan shall be reviewed and updated at least biennially.

The Principal is responsible for the implementation and oversight of the bullying prevention and implementation plan within his or her school.

Reporting

Students, who believe that they are a target of bullying, observe an act of bullying, or who have reasonable grounds to believe that these behaviors are taking place, are obligated to report incidents to a member of the school staff. The target shall, however, not be subject to discipline for failing to report bullying.

Each school shall have a means for anonymous reporting by students of incidents of bullying. No formal disciplinary action shall be taken solely on the basis of an anonymous report.

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Any student who knowingly makes a false accusation of bullying shall be subject to disciplinary action.

Parents or guardians, or members of the community, are encouraged to report an incident of bullying as soon as possible.

A member of a school staff shall immediately report any instance of bullying the staff member has witnessed or become aware of to the school principal or their designee.

Investigation Procedures

The Principal or their designee, upon receipt of a viable report, shall promptly contact the parents or guardians of a student who has been the alleged target or alleged perpetrator of bullying. The actions being taken to prevent further acts of bullying shall be discussed.

The school principal or a designee shall promptly investigate the report of bullying, using a Bullying/Cyber-bullying Report Form which may include interviewing the alleged target, alleged perpetrator, staff members, students and/or witnesses.

Support staff shall assess an alleged target's needs for protection and create and implement a safety plan that shall restore a sense of safety for that student.

Confidentiality shall be used to protect a person who reports bullying, provides information during an investigation of bullying, or is witness to or has reliable information about an act of bullying.

If the school Principal or a designee determines that bullying has occurred he/she shall take appropriate disciplinary action and if it is believed that criminal charges may be pursued against the perpetrator, the principal shall consult with the school's resource officer and the Superintendent to determine if criminal charges are warranted. If it is determined that criminal charges are warranted, the local law enforcement agency shall be notified.

The investigation shall be completed within fourteen school days from the date of the report. The parents or guardians shall be contacted upon completion of the investigation and informed of the results, including whether the allegations were found to be factual, whether a violation of this policy was found, and whether disciplinary action has or shall be taken. At a minimum the Principal or his/her designee shall contact the parents or guardians as to the status of the investigation on a weekly basis.

Disciplinary actions for students who have committed an act of bullying or retaliation shall be in accordance with district disciplinary policies.

Each school shall document any incident of bullying that is reported per this policy and a file shall be maintained by the Principal or designee. A monthly report shall be provided to the Superintendent.

Confidentiality shall be maintained to the extent consistent with the school's obligations under law.

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Retaliation

Retaliation against a person who reports bullying, provides information during an investigation of bullying, or witnesses or has reliable information about bullying, shall be prohibited.

Target Assistance

The Concord Public Schools and the Concord-Carlisle Regional School District shall provide counseling or referral to appropriate services, including guidance, academic intervention, and protection to students, both targets and perpetrators, affected by bullying, as necessary.

Training and Assessment

Annual training shall be provided for school employees and volunteers who have significant contact with students in preventing, identifying, responding to, and reporting incidents of bullying.

Age-appropriate, evidence-based instruction on bullying prevention shall be incorporated into the curriculum for all K to 12 students.

Publication and Notice

Annual written notice of the relevant sections of the bullying prevention and intervention plan shall be provided to students and their parents or guardians, in age-appropriate terms.

Annual written notice of the bullying prevention and intervention plan shall be provided to all school staff. The faculty and staff at each school shall be trained annually on the bullying prevention and intervention plan applicable to the school.

Relevant sections of the bullying prevention and intervention plan relating to the duties of faculty and staff shall be included in the school employee handbook.

The bullying prevention and intervention plan shall be posted on the Concord Public Schools and the Concord-Carlisle Regional School District website.

LEGAL REFS.: Title VII, Section 703, Civil Rights Act of 1964 as amended
Federal Regulation 74676 issued by EEO Commission
Title IX of the Education Amendments of 1972
603 CMR 26.00
M.G.L. 71:37O; 265:43, 43A; 268:13B; 269:14A

REFERENCES: Massachusetts Department of Elementary and Secondary Education's Model Bullying Prevention and Intervention Plan

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CROSS REFS.: AC, Nondiscrimination
ACAB, Sexual Harassment
JBA, Student-to-Student Harassment
JICFA, Prohibition of Hazing
JK, Student Discipline Regulations

SOURCE: MASC August 2013

DRAFT

Passports Proposed Trip Itinerary for CCHS Latin Trip to Italy 2015

DAYS 1-2: Arrival Rome, Travel to Sorrento

After arriving in Rome, board your coach and travel to Sorrento, the fabled town of poets and sunsets. The evening is free to enjoy Sorrento's scenic delights and spectacular views of the Bay of Naples.

DAY 3: Excursion to Pompeii

With a specially trained local guide, you will visit the excavated Roman city of Pompeii, a treasure of Western Civilization. See how Romans lived 2,000 years ago, until Mt. Vesuvius spoke, at once destroying this city and preserving it for all time.

DAY 4: Sorrento, Excursion to Capri

A short ferry ride will take you to the Isle of Capri. Transfer by funicular to the town of Capri's main square passing tropical gardens on the way. On the island stands Villa Jovis, the imperial residence from which Tiberius once ruled his empire.

DAY 5: Naples Archaeological Museum,

Travel to Naples to see the treasures unearthed from Pompeii and Herculaneum. The museum has one of the world's best collections of Greek and Roman antiquities, including mosaics, sculptures, gems, glass and silver. Depart for Rome.

DAY 6: Rome City Sightseeing

Set out on a sightseeing tour of Rome. A full-day local guide, well-educated and specially-trained on the history and culture of Rome, will accompany your group. Today you will visit some of the best known monuments of Ancient Rome, including the Colosseum and the Roman Forum. Once the heart of a vast empire, the Forum was filled with extravagant buildings and crowded with people from all over the known world. Afterwards, explore the Palatine Hill and museum; this was the oldest residential area in Ancient Rome. Visit the Pantheon which is one of the best-preserved and most harmonious monuments of antiquity.

DAY 7: Rome: Borghese Gallery, Capitoline Museums

Enjoy a visit to Rome's most beautiful park, Villa Borghese. There, view the superb art collection on display in Galleria Borghese. This museum owns Bernini masterpieces, such as Aeneas and Apollo and Daphne.

Head up Capitoline Hill, which was once the site of Rome's foremost temples. Enjoy a visit to the Capitoline Museums, housed in the neighboring Palazzo Nuovo and Palazzo dei Conservatori. Their collections include artifacts from all periods of the Roman Empire, in particular the marble statue known as the Dying Gaul and pieces of a colossal statue of Constantine the Great.

DAY 8: Rome- Vatican Museums

Discover outstanding masterpieces collected for the Vatican Museums since the early 1500s. You will see exceptional statues from antiquity, such as Laocoön and His Sons and the Apollo Belvedere, and stunning Renaissance paintings, notably in the Raphael Rooms, where the best-known of the frescoes is The School of Athens.

Marvel at Michelangelo's Last Judgment and brightly-colored ceiling frescoes in the Sistine Chapel.A visit is included to St. Peter's Basilica, which houses priceless works of art, in particular Michelangelo's Pietà and Bernini's Dove of the Holy Spirit.

DAY 9: Departure

Itinerary Departing Departure City Rooming Program Cost

Available Add-ons

not included in price

Veni, Vidi, Vici! April 16, 2015 Boston, MA Triples

$2,959

+$95 Lifetime membership/registration fee +$729 Estimated Airline fees**

+$40 Weekend flights -$200 Early Enrollment Discount for enrollments before March 15, 2014

$3,623

*Total Cost includes discounts which expire as listed. Program Cost is valid for those who enroll and pay in full before January 2, 2015. Estimated monthly payment is for enrollments before January 15, 2014 after $495 deposit.

Maine Field Trip: May 10th - 11th, 2014

On the weekend of May 10th, we will travel to Maine for our culminating geology fieldtrip. We will be examining two field sites and camping right on the coast, at Hermit Island. Below is a complete itinerary and a sample packing list. The hope is for a beautiful weekend. Dependant on the weather the itinerary could be modified or the trip cancelled in part or in its entirety. A rain date has been tentatively set for May 17th, but it not optimal, so unless the weather is miserable we will go and make the best of it. Chaperones for the trip will be myself, and 3 other members of the CCHS staff, Peter Nichol, Patrick Savage and Ellen Moore.

Packing List:

Packing for a trip to the Maine coast this time of the year is difficult. The weather could be sunny and 75˚, or windy, rainy and 45˚. Look at the weather forecast prior to our departure and plan accordingly. Dressing in layers is always good practice. Better to be warm and take a layer off than to not have enough clothing. Avoid cotton. If rain is in the forecast, make certain you have a change of cloths ready for when we get out of the field.

Some ideas of items to bring:

- Sleeping bag, sleeping pad? and Pillow
- Bathing suit and towel
- All medications/toiletries
- Non cotton shirts
- Fleece Coat
- Winter Hat, fleece gloves
- Sneakers or hiking boots
- Rain pants/rain coat
- Sunglasses
- Bug spray/sunscreen
- Non cotton socks
- 1 large trash bag for wet gear
- Day Pack
- Water bottle
- Pencil
- iPad

Itinerary:

Saturday, May 10th

5:30 AM	Arrive at CCHS parking lot, load bus. Students should pack a lunch and snacks for the day. Dinner will be cooked at the campground.
6:00 AM	Departure from CCHS. We will stop for breakfast at Andyman's in Amesbury, MA
10:15 AM	Arrive at Pemaquid Point, Bristol, Maine http://www.pemaquidpoint.org/ -At Pemaquid Point we will conduct a lab looking at many of the things we have studied this year.
1:15 PM	Depart Pemaquid Point
3:00 PM	Arrive at Hermit Island Campground and set up camp, http://www.hermitisland.com/ Rest of the day, exploring island, dinner (mussels), astronomy, swimming at Popham Beach for the brave.
10:00 PM	Lights Out

Sunday, May 9th

6:30 AM	Wake up, breakfast and breaking down camp
8:15 AM	Depart Hermit Island Campground
9:30 AM	Arrive at Portland Ferry Terminal
10:00	Depart on Ferry To Cliff Island, Casco Bay, Maine http://www.cliffisland.com/ -At Cliff Island we will map the bedrock geology exposed at the SE portion of the Island.
4:00	Depart Cliff Island via Ferry
5:30	Arrive and Portland, board bus and leave for CCHS
8:00 – 8:30	Arrive at CCHS

Saturday:

Breakfast –	Kids should bring or we will stop along the way
Lunch -	Students should pack
Dinner -	We will make at campground

Sunday:

Breakfast –	We will make at campground
Lunch -	We will make or pick up in Portland
Dinner -	We will stop on the way home for quick meal

Expenses:

Roundtrip Ticket to Cliff Island	$11.55
Hermit Island Campground	$12.00
Food (Dinner, breakfast lunch)	$20.00
	$43.55

Students should also bring money for dinner on Sunday night. We will provide snacks.

Mr. Pavlik's Cell Number: 978-505-1426
Route Information: http://g.co/maps/fthn

Projected Distribution of Concord and Carlisle Residents at CCHS
Based upon NESDEC Projections of October 21, 2013

School Year	Gr. 9-12 Enrollment	Resident Enrollment	Concord Residents	Concord %	Carlisle Residents	Carlisle %
2013-14	1228	1156	845	73.1%	311	26.9%
2014-15	1249	1176	875	74.4%	301	25.6%
2015-16	1297	1225	917	74.9%	308	25.1%
2016-17	1299	1220	919	75.3%	301	24.7%
2017-18	1328	1247	970	77.8%	277	22.2%
2018-19	1378	1293	1005	77.7%	288	22.3%
2019-20	1415	1336	1068	79.9%	268	20.1%
2020-21	1464	1386	1124	81.1%	262	18.9%
2021-22	1501	1424	1164	81.7%	260	18.3%
2022-23	1549	1471	1201	81.6%	270	18.4%
2023-24	1620	1539	1255	81.5%	284	18.5%

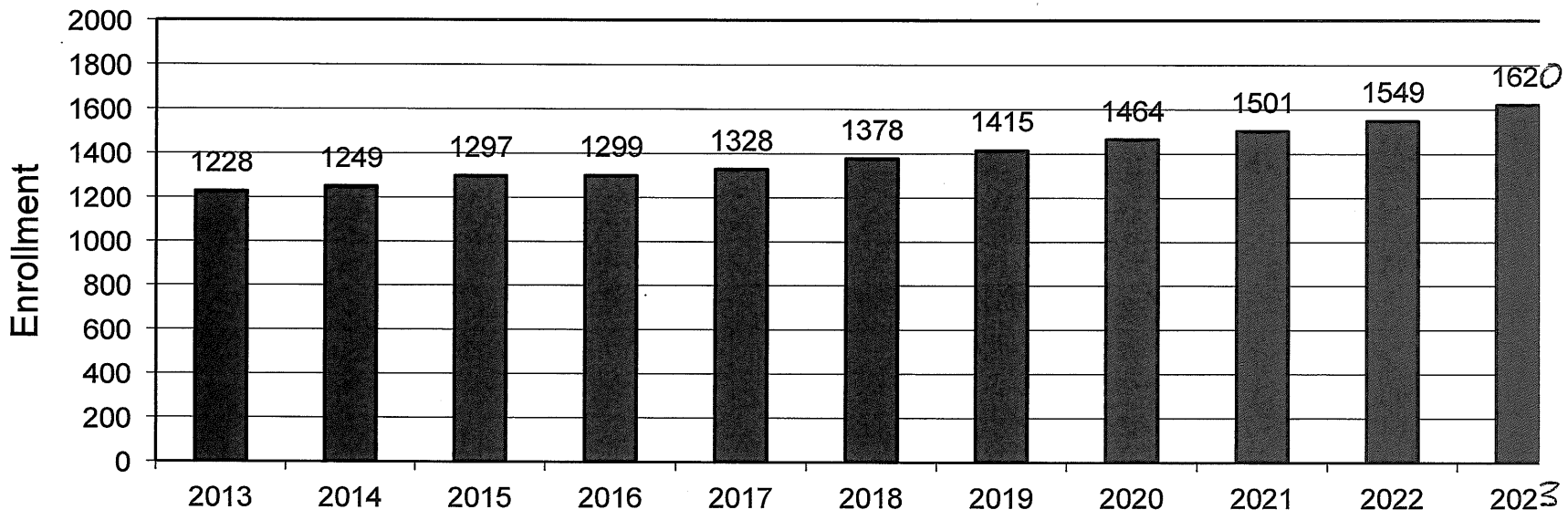
New England School Development Council DGK December 23, 2013

SC 1.2.8

NESDEC

Concord-Carlisle Projected Enrollment

Grades 9-12 TO 2023 Based On Data Through School Year 2013-14



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NESDEC

Concord, MA Historical Enrollment

School District: **Concord, MA**

10/10/13

Historical Enrollment By Grade

Birth Year	Births	School Year	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	UNGR	K-8	PK-8
1998	161	2003-04	0	223	217	212	214	189	233	232	230	204	0	0	0	0	0	1954	1954
1999	158	2004-05	0	206	229	223	206	198	190	230	233	241	0	0	0	0	0	1956	1956
2000	176	2005-06	0	209	212	231	223	197	187	188	224	233	0	0	0	0	0	1904	1904
2001	161	2006-07	0	187	207	214	228	201	198	188	190	222	0	0	0	0	0	1835	1835
2002	149	2007-08	0	181	201	212	217	218	199	203	188	190	0	0	0	0	0	1809	1809
2003	127	2008-09	0	205	179	202	226	206	215	203	211	192	0	0	0	0	0	1839	1839
2004	156	2009-10	0	203	216	184	215	211	204	207	203	216	0	0	0	0	0	1859	1859
2005	108	2010-11	0	231	215	229	200	214	215	205	206	203	0	0	0	0	0	1918	1918
2006	124	2011-12	0	200	231	236	233	201	223	218	209	206	0	0	0	0	0	1957	1957
2007	94	2012-13	0	226	216	256	245	243	217	243	234	222	0	0	0	0	0	2102	2102
2008	103	2013-14	0	233	235	235	266	247	246	212	235	243	0	0	0	0	0	2152	2152

Historical Enrollment in Grade Combinations

Year	K-4	K-5	K-6	K-8	5-8	6-8	7-8	7-12	9-12
2003-04	1055	1288	1520	1954	899	666	434	434	0
2004-05	1062	1252	1482	1956	894	704	474	474	0
2005-06	1072	1259	1447	1904	832	645	457	457	0
2006-07	1037	1235	1423	1835	798	600	412	412	0
2007-08	1029	1228	1431	1809	780	581	378	378	0
2008-09	1018	1233	1436	1839	821	606	403	403	0
2009-10	1029	1233	1440	1859	830	626	419	419	0
2010-11	1089	1304	1509	1918	829	614	409	409	0
2011-12	1101	1324	1542	1957	856	633	415	415	0
2012-13	1186	1403	1646	2102	916	699	456	456	0
2013-14	1216	1462	1674	2152	936	690	478	478	0

Historical Percentage Changes

Year	K-8	Diff.	%
2003-04	1954	0	0.0%
2004-05	1956	2	0.1%
2005-06	1904	-52	-2.7%
2006-07	1835	-69	-3.6%
2007-08	1809	-26	-1.4%
2008-09	1839	30	1.7%
2009-10	1859	20	1.1%
2010-11	1918	59	3.2%
2011-12	1957	39	2.0%
2012-13	2102	145	7.4%
2013-14	2152	50	2.4%
Change		198	10.1%

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CONCORD, MA ELEMENTARY SCHOOLS: SCHOOL-BY-SCHOOL PROJECTIONS

SCHOOL: ALCOTT SCHOOL, CONCORD, MA
DATE: 10/20/13
HISTORICAL AND PROJECTED ENROLLMENTS

BIRTH YEAR	BIRTHS		SCHOOL YEAR	K	1	2	3	4	5	K-5 TOTAL
2003	127		2008-09	73	61	64	81	77	74	430
2004	156		2009-10	56	75	66	65	76	74	412
2005	108		2010-11	58	65	79	76	59	76	413
2006	124		2011-12	53	62	74	83	79	63	414
2007	94		2012-13	66	62	73	80	89	81	451
2008	103		2013-14	**71**	**81**	**64**	**75**	**83**	**88**	**462**
2009	126		2014-15	76	74	88	65	76	85	464
2010	109		2015-16	66	79	82	91	67	80	465
2011	101		2016-17	61	69	88	85	93	70	466
2012	107	(est.)	2017-18	64	64	76	91	87	97	479
2013	109	(est.)	2018-19	65	67	71	79	93	91	466
2013	110	(est.)	2019-20	66	68	74	74	81	97	460
2014	107	(est.)	2020-21	64	69	75	77	76	85	446
2015	107	(est.)	2021-22	64	67	77	78	79	79	444
2016	108	(est.)	2022-23	65	67	74	80	80	83	449
2017	108	(est.)	2023-24	65	68	74	77	82	84	450

NESDEC School-By-School

SCHOOL: THOREAU SCHOOL, CONCORD, MA
DATE: 10/20/13
HISTORICAL AND PROJECTED ENROLLMENTS

BIRTH YEAR	BIRTHS		SCHOOL YEAR	K	1	2	3	4	5	K-5 TOTAL
2003	127		2008-09	74	54	74	76	79	71	428
2004	156		2009-10	72	78	55	80	76	78	439
2005	108		2010-11	77	70	87	55	80	75	444
2006	124		2011-12	73	75	75	85	55	85	448
2007	94		2012-13	84	77	80	76	92	64	473
2008	103		2013-14	**80**	**82**	**87**	**84**	**74**	**93**	**500**
2009	126		2014-15	95	83	90	90	86	77	521
2010	109		2015-16	82	99	91	93	92	90	547
2011	101		2016-17	76	85	108	94	95	95	553
2012	107	(est.)	2017-18	80	79	93	112	96	99	559
2013	109	(est.)	2018-19	82	83	86	96	114	100	561
2013	110	(est.)	2019-20	83	85	91	89	98	118	564
2014	107	(est.)	2020-21	81	86	93	94	91	102	547
2015	107	(est.)	2021-22	81	84	94	96	96	94	545
2016	108	(est.)	2022-23	81	84	92	97	98	100	552
2017	108	(est.)	2023-24	82	84	92	95	99	102	554

NESDEC School-By-School

SCHOOL: WILLARD SCHOOL, CONCORD, MA
DATE: 10/20/13
HISTORICAL AND PROJECTED ENROLLMENTS

BIRTH YEAR	BIRTHS		SCHOOL YEAR	K	1	2	3	4	5	K-5 TOTAL
2003	127		2008-09	58	64	64	69	50	70	375
2004	156		2009-10	75	63	63	70	59	52	382
2005	108		2010-11	96	80	63	69	75	64	447
2006	124		2011-12	74	94	87	65	67	75	462
2007	94		2012-13	76	77	103	89	62	72	479
2008	103		2013-14	**82**	**72**	**84**	**107**	**90**	**65**	**500**
2009	126		2014-15	93	85	80	87	109	95	549
2010	109		2015-16	80	97	93	82	88	112	552
2011	101		2016-17	74	83	106	95	83	92	533
2012	107	(est.)	2017-18	79	76	91	109	96	86	537
2013	109	(est.)	2018-19	81	82	83	93	111	99	549
2013	110	(est.)	2019-20	82	84	90	85	94	116	551
2014	107	(est.)	2020-21	79	85	92	92	86	97	531
2015	107	(est.)	2021-22	79	82	93	94	93	90	531
2016	108	(est.)	2022-23	80	82	90	95	95	96	538
2017	108	(est.)	2023-24	80	83	90	92	96	98	539

Notes: All projections are more reliable for Years #1-5; District projections are more reliable than school-by-school projections, due to the larger numbers; Any differences between Concord's District projections and the sum of these school-by-school projections are due to rounding of fractional numbers; these projections assume that there will be no changes in catchment areas or the method of assigning students to the schools.

Social Science Summer Academy Consortium
Proposal
Peter Atlas
November 20, 2013 Draft

Précis: that Concord-Carlisle Regional High School and Weston High School (hereafter, known as the Consortium) together create a summer enrichment program that would be team-taught by a Consortium Social Studies teacher and a Consortium Mathematics teacher. The goal of this program would be to help prepare students to enroll and succeed in an Advanced Placement (AP) Statistics class. This program would be held *in Boston* at Northeastern University, and be primarily aimed at Consortium students who live in Boston.

Rationale: Why Boston Students?

At Consortium schools, Boston students are vastly underrepresented in AP courses. There is strong evidence that participation and success in AP classes directly correlates with increased acceptance by and, as importantly, graduation from institutions of higher learning.

Why AP Statistics?

Increasingly over time, the ability to gather, organize, and understand data in a rigorous and meaningful way are skills that are required across all disciplines in high school and at colleges and universities. Additionally, with its prerequisite of Algebra 2, Statistics represents an AP course with one of the earliest thresholds for placement. Furthermore, with Massachusetts' adoption of the new Common Core Curriculum, the ability to organize and understand data is being emphasized as a fundamental prerequisite for earning a high school diploma in a way that it has not heretofore been.

Why a Social Studies and a Mathematics teacher?

There are two kinds of Statistics courses at colleges and universities: Calculus-based Statistics, and non-Calculus-based Statistics. The former is designed primarily for undergraduate students who intend to major in a hard science (Mathematics, Physics, Chemistry, etc.) The latter is designed primarily for undergraduate students who intend to major in a social science (Sociology, Psychology, Economics, Business, etc.) AP Statistics is a standardized college-level non-Calculus-based Statistics course. To succeed, students must be able to construct and deconstruct arguments about the nature of variation, of correlation, and of distribution. These are subjects traditionally taught in the Social Studies department. Students must also be comfortable with symbolic manipulation, the use of calculators, and the laws of Algebra. These are subjects traditionally taught in the Mathematics department.

Design Criteria: the program would include the following design features:

- This program would be piloted in the summer of 2014.
- The program would run from the week after the July 4th holiday (in 2014, that would be starting the week of July 7th) and run for six weeks (in 2014, that would be ending the week of August 11th). This would allow students to enjoy a break at both the beginning and at the end of the summer.
- The program would meet four mornings a week, on Mondays through Thursdays, from 8:30 a.m. to 10:45 a.m.
- Classes would be held in Boston at the main campus of Northeastern University.
- The Private Industry Council (PIC) will help participating students who need them to find part-time jobs and/or internships. Students would be available to work Monday - Thursday after 12:00, and Friday all day.
- Classes would be team taught by Kim Magee (a Social Studies teacher), who would focus on the construction and deconstruction of written arguments, and Sue Ravalese (a Mathematics

teacher) who would focus on shoring up Algebra 2 skills, and previewing Statistics skills.

- Classes would focus on authentic uses of statistics relevant to the lives of the participants.
- The program would be open to up to 20 Consortium students each summer. If fewer than 8 students enroll, the program will not run.
- The prerequisite of the course would be successful completion of Algebra 2. The anticipated audience for the program would be Consortium students living in Boston who are rising juniors and/or seniors.
- Success of the program will be judged by the number of students who enroll in and complete AP Statistics, who take the AP Statistics Test, and who earn a score of 3 or higher. If, after the third year, fewer than half of the students who participate in the program achieve success as defined in this bullet point, the program will be discontinued.
- In addition to ongoing informal formative assessments, teachers will provide each student with an individualized end-of-program written summative assessment.
- The Consortium high schools will make every attempt to schedule the cohort of participants in the same section of AP Statistics in the school year following the program.

Massachusetts School Building Authority

Steven Grossman
Chairman, State Treasurer

John K. McCarthy
Executive Director

December 11, 2013

William T. Plummer
129 Arena Terrace
Concord, MA 01742

Re: Concord-Carlisle High School Project

Dear Mr. Plummer:

Thank you for your emails to Treasurer Grossman dated August 19, 2013, and November 19, 2013.

Upon the receipt of your email dated August 19, 2013, the Massachusetts School Building Authority ("MSBA") forwarded your attached "Complaint" to the Concord-Carlisle Building Committee ("Building Committee") for its review and comment. After the Building Committee had been provided an opportunity to research and consider your concerns, the MSBA then met with Louis Salemy and Stanley Durlacher of the Building Committee to hear their response to your points. Given the significant number and the factual nature of your assertions, that review took some time and I apologize for the delay. However, the MSBA's review is now completed and I am in receipt of an email to you from the Building Committee dated November 22, 2013, in which the Building Committee sets forth its position regarding each of your concerns. Based upon a review of what has been provided, the following is the MSBA's response.

Your concerns arise out of the following undisputed facts:

1) On February 3, 2012, the MSBA and the Concord-Carlisle Regional School District ("District") entered into a Project Funding Agreement (the "PFA"), under which the MSBA agreed to provide partial funding to the District for the construction of a new Concord-Carlisle Regional High School.

2) The PFA provides that MSBA funding is *"subject to the District's adherence to and maintenance of the Project Scope, Project Schedule, [and] Total Project Budget, ... and the District shall not make any changes, additions, or reductions to the Project Scope, Project Schedule, Total Project Budget ... without the prior written approval of the Authority."*

3) On June 26, 2012, based upon information that was provided to the MSBA by the District's Owner's Project Manager, KVA Building Industry Consultants ("KVA"), and the Designer, OMR Architects

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("OMR"), the MSBA determined that that *"the Project Scope, Project Schedule, and Total Project Budget, as presented by the District and its professional consultants, [was] not in compliance with the terms of the Project Funding Agreement"*. This determination was driven by the District's unilateral decision to add a significant amount of scope to the agreed upon Project, including, the addition of an attached alternative gym which the MSBA had expressly stipulated *"must remain separate from the building as a condition of funding"*.

4) As a consequence of the District's action, on that same date the MSBA directed that *"all grant payments to the District are immediately suspended until such time that the MSBA determines, in its sole discretion, that the District has undertaken a diligent, good faith effort to bring the Project back into compliance with the Project Scope, Total Project Budget, and Project Schedule that were agreed upon by the District ... and memorialized in the PFA"*. The MSBA further advised that the PFA would be terminated as of August 27, 2012, unless the District provided the MSBA with a series of requested certifications and corrections regarding the Project Scope.

5) Those requested certifications and corrections were provided by the District and, based upon a review of that information, on October 25, 2012, the MSBA found *"that the Project represented in the Design Development documents is in compliance with the Project Scope, Total Project Budget, and Project Schedule, subject to the District's completion of [a list of specified action items] ..."*.

You make the following allegations in your "Complaint":

1) *"Design and budget errors"* were caused by *"the apparent professional malpractice by KVA and OMR"*.

2) These *"design and budget errors caused the MSBA to suspend ... funding for the high school last June 26, [which resulted] in a [Project] delay [of] more than half a year ..."*.

3) By your estimate, the *"delay"* increased the cost of the Project by *"about $1.5 million"*.

4) The District intends to *"misuse contingency funds to absorb [that delay] cost ..."*.

5) *"The School Committee must be required by the MSBA to initiate [a] lawsuit to recover escalation [delay] costs from KVA and OMR"*.

6) *The amount recovered [by the School Committee from KVA and OMR], potentially about $1.5 million ... should be used [for required remediation of an old dump on the school site]".*

In sum, you believe that the professional malpractice of KVA and OMR has led to Design and Budget errors and that those errors in turn led to an increase in the cost of the project of approximately $1,500,000.00. In addition, you complain that the District previously represented that it intended to use funds budgeted for contingencies to pay for the remediation of soils at an old dump site, if remediation proved necessary. However, you state that the District now intends to use those funds to pay for any cost increases arising out of the professional malpractice of KVA and OMR.

Please be advised that the MSBA is not a dispute resolution forum where disagreements over an MSBA funded project between a School District and a Resident of that School District are heard and decided. Rather, the MSBA is a funding authority which may provide funding to an Applicant School District pursuant to the provisions of the MSBA's Regulations, Guidelines, and PFA. With that understanding, please be aware that all requests to the MSBA for funding by an Applicant are closely reviewed by the MSBA and ultimately audited for conformance with those Regulations, Guidelines, and provisions of the Project Funding Agreement. Consequently, regardless of what has been said or not said by any individual from the District and/or Building Committee regarding the District's Application for Funding, the MSBA will ultimately determine what is eligible for MSBA funding for this Project and you can be assured that the MSBA will apply the requirements of its Regulations, Guidelines, and the Project Funding Agreement fairly and for the good of the District, the District's residents, and all Massachusetts' tax payers who ultimately contribute the funds which are used to build these Projects throughout the Commonwealth.

You should be aware that the MSBA's jurisdiction over this dispute is limited to determining whether and to what extent the MSBA will participate in funding the Project and the MSBA has reviewed your allegations with that jurisdiction in mind. Based upon the MSBA's review of your allegations and the Building Committee's response to those allegations, the MSBA intends to proceed with the PFA, as executed. Since both Towns have appropriated the funding to construct this Project and the District is the contracting Awarding Authority, you may consider contacting the office of the Regional School District's Counsel to advise them of your concerns. If Counsel believes that the District has a viable claim against either KVA or OMR, the District can take any action that Counsel deems appropriate.

Given your ardent request and out of respect to all involved, I will address your most significant concerns. First, you claim that professional malpractice of KVA and OMR led to Design and Budget errors and that those errors led to an increase in the cost of the project of approximately $1,500,000.00. As pointed out above, the PFA provides that MSBA funding is *"subject to the District's adherence to and maintenance of the Project Scope, Project Schedule, [and] Total Project Budget, ... and the District shall not make any changes, additions, or reductions to the Project Scope, Project Schedule, Total Project Budget ... without the prior written approval of the Authority."* On June 26, 2012, based upon information that was provided to the MSBA by

KVA and OMR, the MSBA determined that that *"the Project Scope, Project Schedule, and Total Project Budget, as presented by the District and its professional consultants, [was] not in compliance with the terms of the Project Funding Agreement"*. This determination was driven by the District's unilateral decision to add a significant amount of scope to the agreed upon Project, including, the addition of an alternative gym which the MSBA had expressly stipulated *"must remain separate from the building as a condition of funding."* The MSBA's decision was not related to your concerns regarding the dump site or the use of contingency funds to pay for remediation expenses. As a consequence of the District's action, on that same date the MSBA directed that *"all grant payments to the District are immediately suspended until such time that the MSBA determines, in its sole discretion, that the District has undertaken a diligent, good faith effort to bring the Project back into compliance with the Project Scope, Total Project Budget, and Project Schedule that were agreed upon by the District ... and memorialized in the PFA."* Ultimately, the MSBA made that determination and grant payments to the District based upon the scope outlined in the PFA were reinstated.

You classify the $1,500,000.00 in alleged additional expenses as "escalation" costs and you assume that all of those "escalation" costs are a function of the delays caused by KVA's and OMR's alleged malpractice. "Escalation" is a term commonly used in construction to describe a time related cost increase to an estimated price. As an example, during the design phase of a proposed project a General Contractor is asked by the Owner to estimate the price of probable electrical work before the electrical plans have been completed and before the General Contractor has an Electrical Subcontractor under Agreement to perform the electrical work. When the electrical plans are complete, the General Contractor then enters into a Subcontract with an Electrical Subcontractor to perform the scope of the electrical work defined in the final design and, if the Subcontractor's agreed price is higher than the General Contractor's previously estimated price, the difference between the prices is referred to as escalation. In contrast, on that same hypothetical project, after the Electrical Subcontractor is under Agreement and has begun to perform the defined electrical work, an unexcused delay to the Project concomitantly delays the Electrical Subcontractor's work, pushing the performance of that work into a later calendar period. If that calendar delay resulted in an increase to the Subcontractor's labor and material costs, the resulting cost increase is similarly referred to as "escalation". Your "claim" makes no distinction between the cost of anticipated escalation and escalation that was caused by the unanticipated delay to the Project caused by the funding suspension. However, to determine whether escalation should be treated as a simple budgetary price increase or as a damage expense caused by an entirely avoidable unexcused delay, one must clearly understand and make that distinction. When an estimated project budget is prepared before the design documents have been completed, the Estimator will typically include an amount in the estimated budget for escalation costs. This amount is included to cover time related increases to estimated prices which are likely to occur as the plans are finalized. On the CCHS Project, when the design documents were approximately 60% complete, a preliminary budget estimate was prepared with the understanding that estimated prices were likely to escalate as the design was completed and the pricing finalized. To account for this eventuality, the estimate included amounts which could be used to cover expected escalation costs. However, this anticipated escalation is unrelated to any escalation cost that may have been caused by unanticipated funding delays.

In response to your complaint, the MSBA asked the Building Committee to assume that the funding suspension was caused solely by the errors and omissions of KVA and OMR and to identify any cost increases which could have been caused by the funding suspension, regardless of how those cost increases were characterized. Specifically, the MSBA asked the Building Committee to determine whether the scheduled completion date has been delayed by the funding suspension and, if there has been any such delay, what the estimated cost to the District will be to pay for the completion of any work that is performed after the scheduled completion date and/or to pay to accelerate the work so that the delay impact to the schedule is mitigated. In addition, if the Building Committee determined that the scheduled completion date had not been delayed, the MSBA asked the Building Committee to determine if any portion of the work has been delayed such that the price of completing that work has escalated and is now estimated to be costlier than the price that was carried in the Project Estimate. In response, the Building Committee reported that the District has paid Turner Construction $51,000.00 for added scope and that there has been a cost increase of approximately $94,000.00 over the estimated price for Drywall and Curtain Wall/Metal Panel. The Building Committee argues that it is not clear that these cost increases arise out of the MSBA's funding suspension and, more importantly, that there also have been a number of reciprocal cost decreases which the Building Committee believes offset any cost increases. However, in an effort to determine the outside value of any possible additional cost, the Building Committee has assumed that the cost increases arose out of the MSBA's funding suspension and has ignored the value of any concomitant cost decreases.

The Building Committee first compared the baseline schedule included in the PFA with the current project schedule, dated August 14, 2013. Since the PFA is the basis for the MSBA's funding commitment to the District, any calculation of escalation impacts to the Project caused by the suspension of that funding has to include a comparison of the estimated cost and schedule of the Project as agreed to in the PFA with the actual cost and progress of the Project. That comparison demonstrates that actual construction of the Project began within 2 days of the start date shown in the PFA schedule and that completion of the removal of the existing High School is scheduled to occur on virtually the same date as shown in the PFA schedule. If this analysis is based upon accurate information and logic, the Project completion date has not been delayed and, absent any problems going forward, the Project should not suffer completion delays nor should the District incur any concomitant delay costs.

The Building Committee next calculated the outside number of days that any work on the Project could have been delayed by the funding suspension even if the Project Schedule has not been negatively impacted. The Building Committee noted that the MSBA suspended its funding when the MSBA discovered that the estimated cost of the Project had ballooned to approximately $104,000,000, an amount far in excess of that indicated in the PFA. In response, KVA and OMR were directed by the Building Committee to redesign the Project and that redesign lowered the estimated cost to approximately $74,000,000.00, an amount that was acceptable to the MSBA. The Building Committee further noted that the redesign was completed within a ninety (90) day period and that KVA's and OMR's responsibility for any delay is consequently no greater than the cost impact attributable to the (90) day period. The Building Committee then advised that, coincidentally, the mid-point of the price finalization process did not occur until 77 days later than that shown in the PFA schedule and that this non-critical delay could be related to the ninety (90) day redesign period. As a result, there could also be unanticipated escalation costs

associated with this 77 day lag which are not accounted for in the budget. As a consequence, the Building Committee identified that the 77 day lag occurred between the 26th of January and the 13th of April and that, based on trade information, actual escalation costs in the Boston area ran about +1.0% per quarter for that time period. When that +1.0% number is prorated for a 77 day period, it appears that there was a +0.83% escalation factor for that duration of time. As stated above, the MSBA has been advised that Drywall and Curtain Wall/Metal Panel were the only trades that came in with prices that were greater than the estimated prices originally carried in the Project Estimate. Those trades have a combined subcontract value of $11.3M. Consequently, when the +0.83% escalation factor is applied to that combined contract value, one can reasonably estimate that those trade prices may have increased from the time of estimate to subcontract by a combined amount of $94,000.00.

Based on the MSBA's direction that the Building Committee should assume that the funding suspension was caused solely by the errors and omissions of KVA and OMR and then identify any possible cost increase that flowed from that suspension, the Building Committee's analysis indicates that possible delay damages caused by the funding suspension should not be greater than approximately $145,000.00. Obviously, your estimate that the funding suspension led to an increase in the cost of the project of approximately $1,500,000.00 is significantly higher than the Building Committee's estimate. However, you provide little to support for your estimate other than selected quotes from meetings which did not include the MSBA. More importantly, even if one were to assume that your estimate is accurate, one must consider that the Building Committee admits in its response to you that: *"The Concord Carlisle High School Building Committee has publically indicated that there were mistakes made during the process that led to an initial Design Development estimate that exceeded the budget. As a result, the attribution to any one firm or firms would be substantially diminished in any recovery proceedings and the decision to enter into a recovery proceeding must consider net value recovered after considering the personnel time and the legal fees involved in such an undertaking."* Indeed, the MSBA is aware that Mr. Durlacher wrote to you on March 18, 2013, and stated that *"the entire team of the Owner, Designer, OPM and Construction Manager contributed to the design effort that arrived us all at the point in time when the MSBA took action. While the professionals may have failed us, we certainly failed the professionals during the early Design Development Phase. The second part of the last sentence makes a litigation strategy difficult."* At the very least, this language suggests that a claim for malpractice would be an uphill battle.

Second, you assert that the District previously represented that it intended to use contingency funds to pay for the remediation of soils at an old dump site, if remediation proved necessary. However, you state that the District now intends to use those funds to pay for any cost increases arising out of the professional malpractice of KVA and OMR. Specifically, you allege that Jeanne Roberts of OMR was asked at a Finance Committee Meeting, *"what would be done if more money was needed to deal with the old landfill."* You claim that Ms. Roberts replied: *"There is a contingency fund of $1,500,000 that should cover it. The admission by Ms. Roberts that the testing was being delayed and her direct statement that contingency funds will pay for the dump remediation are on page 3 of these minutes."* It is not clear from the Minutes of the Finance Committee cited by you that your conclusion is correct. Indeed, in response to the following question from a Member of the Finance Committee: *"Ms. Wilson - $50,000 was set aside **for testing** but what will you do if more money is needed?" Ms. Roberts Stated: "There is a*

contingency fund of $1,500,000 that should cover it." Regardless, the accuracy of your allegation is not significant. As I stated above, the MSBA is not a dispute resolution forum where disagreements over an MSBA funded project between a School District and a Resident of that School District are heard and decided. Instead, the MSBA is a funding authority which may grant or deny funding to an Applicant pursuant to the provisions of the MSBA's Regulations, Guidelines, and PFA. As you are likely aware, 963 CMR 2.10(8)(k) and Paragraph 3.27 of the PFA provide that *"The Authority shall bear no responsibility ... for any site remediation, clean-up or other site remediation services."* In addition, the MSBA's Site Cost Guidelines, establish that "All costs associated with special waste and hazardous or contaminated materials remediation, removal and disposal", are designated as ***"Categorically Ineligible Site Costs"***. To that extent, the MSBA typically does not fund remediation costs and no such funding was requested by the District or approved for this Project.

In closing, the MSBA has considered your allegations and has concluded that it will proceed with the PFA, as executed. If you have any questions regarding this letter, please contact me.

Very truly yours,

Dennis M. Ryan (DTD)

Dennis M. Ryan
General Counsel

cc: Steven Grossman, Treasurer
Glenn A. Cunha, Inspector General

Strengths & Challenges Looking MA TeLLS

MA TeLLS

- Requirement for Race to the Top
  - Administered to all educators state-wide in 2012
  - CCTA administered its own version in spring 2013; was looking to measure progress
  - Now being done again in winter of 2014
- Effort to provide schools with data for improving teaching & learning and leadership

Areas of Strength

- Autonomy in making instructional and curricular decisions on daily basis
- Hiring new teachers
- Teacher Supervision & Evaluation
- High Standards for Instruction
- Community Support

Challenges Identified in 2012 & 2013 Surveys

- Decision-making with greater input at the school site
- Building trust and mutual respect
- Shared vision
- Student conduct & rule enforcement
- School-wide professional development
- School Improvement Planning
- Effective leadership
- Effective use of time

Core Values and Learning Beliefs

- This is the common vision developed by Faculty and Admin to date for NEASC
- School that fosters mutually respectful relationships among all members of the community
- Authentic collaboration in the service of students
- Students benefit from a caring and committed learning community

Goals for the Work Ahead

- Strengthen sense of trust and mutual respect between Faculty & Administration
- Further developing a shared vision
- Developing decision-making processes that incorporate all voices at school-site

Process for Moving Forward

- Using MA TeLLS and school-based data
  - to define improvement goals
  - to develop action plans
  - to build internal capacity to improve student achievement
- Joint group of Administration and CCTA Leaders collaborating on this effort: use of the protocol with facilitator
- Explore ways to work with MA Education Partnerships to build stronger labor / management relationships
- Timeline
  - Feb – May: Committee meetings
  - June: recommendations