

**NATICK PUBLIC SCHOOLS**  
**School Committee Meeting**  
**September 11, 2023**  
**6:00 PM**  
**School Committee Room, Third Floor, Town Hall**

**Posted Date: Thursday, September 7, 2023 @ 1:40 pm**

**Open Meeting 6:00PM, Executive Session 6:05PM, Open Session 6:30PM Virtual Meeting Accessed Via: <https://us06web.zoom.us/j/2038566119?pwd=TmtdsXgxenQ0YXRlN1FicHVpd3hEZz09> Meeting ID: 203 856 6119 Passcode: 987179 One tap mobile +13126266799,,2038566119# US (Chicago) +16465588656,,2038566119# US (New York) Dial by your location +1 312 626 6799 US (Chicago) +1 646 558 8656 US (New York) Meeting ID: 203 856 6119 Find your local number: <https://us06web.zoom.us/j/2038566119?pwd=TmtdsXgxenQ0YXRlN1FicHVpd3hEZz09> . If any member of the public, attending the meeting virtually, wishes to take advantage of public speak, they should email the School Committee Chair, Shai Fuxman ([sfuxman@natickps.org](mailto:sfuxman@natickps.org)), one hour prior to the start of the meeting. Your email should include your name, town and your request to be called upon during the public speak portion of the agenda. The School Committee Chair will then announce your name and you will be unmuted and prompted to turn on your video for your opportunity to share your remarks. Per our public speak policy, each speaker will have up to 3 minutes.**

**Posted In Accordance with Provisions of M.G.L. Chapter 30A, Sections 18-25**

**OPEN SESSION**

- Roll Call
- Pledge of Allegiance
- Moment of Silence
- Announcements

**EXECUTIVE SESSION - this portion of the meeting is not open to the public**

1. To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigation position of the public body and the chair so declares.

**PUBLIC SPEAK**

Public Speak is scheduled for a period of fifteen minutes. Each speaker will be permitted a maximum of three minutes during which time they can speak about topics within the scope of responsibility of the School Committee. All remarks will be addressed through the School Committee Chair. Public Speak is not a time for debate or response to comments by the School Committee.

- Teacher Representative
- Student Representative

**CHAIRMAN'S REPORT**

1. Update on the Recording Secretary Vacancy

### **SUBCOMMITTEE/LIAISON UPDATES**

1. Update on Permanent Superintendent Search Firm
2. Permanent Superintendent Search Committee Composition

### **SUPERINTENDENT'S REPORT**

1. Opening of School Update
2. FY25 Budget Timeline
3. Student Activity/ Revolving Account Bookkeeping
4. Successor Transportation Contract
5. Update on State Budget Funding
6. Enrollment Report

### **ACTION ITEMS**

1. Appointment of the Recording Secretary
2. Vote to Approve a Search Firm for the Permanent Superintendent Search
3. Approval of Permanent Superintendent Search Committee Screening Composition
4. Approval of a separate revolving fund to account for student parking fees
5. Authorize successor Transportation Contract Invitation For Bid to include individual option years, solely at NPS option option years, as part of the contract

*Agenda items will be addressed in an order determined by the chair. Times are approximate.*

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**ITEM TITLE:**

To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigation position of the public body and the chair so declares.

**DATE:**

**ITEM TYPE:**

**ITEM SUMMARY:**

**BACKGROUND**

**INFORMATION:**

**RECOMMENDATION:**

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**ITEM TITLE:** Update on the Recording Secretary Vacancy

**DATE:**

**ITEM TYPE:**

**ITEM SUMMARY:**

**BACKGROUND**

**INFORMATION:**

**RECOMMENDATION:** Recommendation is to appoint Linda McGrath as School Committee Recording Secretary.

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**ITEM TITLE:** Update on Permanent Superintendent Search Firm  
**DATE:**  
**ITEM TYPE:**  
**ITEM SUMMARY:** Superintendent Search  
**BACKGROUND INFORMATION:**  
**RECOMMENDATION:**

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**ATTACHMENTS:**

<b>Description</b>	<b>File Name</b>	<b>Type</b>
Superintendent Search Consulting Services	Superintendent_Search_Consulting_Services_sc_mtg_9.11.23.pdf	Cover Memo



Natick Public Schools

**BUSINESS OFFICE**

13 East Central Street, Natick, MA 01760

**Matthew J. Gillis, Assistant Superintendent for Finance**

Dr. Bella Wong, Superintendent

Timothy Luff, Deputy Superintendent

Susan Balboni, Assistant Superintendent for Teaching, Learning, and Innovation

August 28, 2023

TO: Bella Wong, Interim Superintendent  
Shai Fuxman, School Committee Chair  
**FROM: Matthew J. Gillis**   
RE: Superintendent Search Consulting Services

**Background:** We sent an approved scope of services for prices quotes to six firms we know are in the business of providing consulting and recruiting services to hire a Superintendent of Schools. We received responses from two firms: the New England School Development Council (NESDC) and Hazard, Young, Attea & Associates (HYA). Both firms met the requirements, acknowledged the scope of services and submitted fixed pricing within what we requested and how they conduct their business.

Since this is a price quote process, we are obligated to accept the low price provided the service provider is deemed responsive to quote request and responsible to perform this type of work. I believe both firms were responsive and responsible as did Bryan LeBlanc when I discussed this topic with him Friday August 25, 2023.

In addition to both firms being qualified, both indicated they were willing to be flexible with our schedule deadlines and number of focus group meetings if we decide want to make an adjustment after we hire them, start the process and hear their recommendations.

The following page is summary of the two proposals and the price quotes for your reference.

**VOTE Requested:**

Move to approve NESDEC with the team of: Sally Dias, Judith Paolucci and David DeRuosi Jr. as the Superintendent Search Consultant for the Natick Public schools as quoted on August 17, 2023 with a price not to exceed \$18,020.

CC: Bryan LeBlanc, Town Procurement Officer

CC: Julie Skipper, Director of Human Resources

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Review of Proposals for Superintendent Search			
Criteria	Description	NESDC	HYA
1	Overview of Company Project Team	Yes	Yes
2	Project Team Info	Yes	Yes
	- Resumes	Yes	Yes
3	References	Yes	Yes
	# of References		
4	Work plan /Approach (To meet goal/deadline)	Yes	Yes
5	Experience w/ Community Engagement	Yes	Yes
6	Warranty	Yes	Yes
7	Base Price	\$ 13,760	\$ 19,000
	Bring meetings to 10	\$ 4,260	
8	Travel Exp	included in base price	\$3,000 or (optional proposed reduction of \$1,500 for some zoom meetings)
9	Subtotal Quote	\$ 18,020	\$22,000 or \$20,500
8	Additional Info	Yes	Yes
9	Any conditions or refusal to meet scope/deadline	No	No

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**ITEM TITLE:** Permanent Superintendent Search Committee Composition  
**DATE:**  
**ITEM TYPE:**  
**ITEM SUMMARY:**  
**BACKGROUND INFORMATION:**  
**RECOMMENDATION:**

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**ITEM TITLE:** Opening of School Update

**DATE:**

**ITEM TYPE:**

**ITEM SUMMARY:**

**BACKGROUND INFORMATION:**

**RECOMMENDATION:**

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**ITEM TITLE:** FY25 Budget Timeline

**DATE:**

**ITEM TYPE:**

**ITEM SUMMARY:** FY25 BUDGET TIMELINE

**BACKGROUND INFORMATION:**

**RECOMMENDATION:**

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**ITEM TITLE:** Student Activity/ Revolving Account Bookkeeping

**DATE:**

**ITEM TYPE:**

**ITEM SUMMARY:**

**BACKGROUND INFORMATION:** DLS Revolving Fund Documentation  
Student Parking Fee Memo

**RECOMMENDATION:**

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**ITEM TITLE:** Successor Transportation Contract  
**DATE:**  
**ITEM TYPE:**  
**ITEM SUMMARY:** Transportation Contract Invitation to Bid  
**BACKGROUND INFORMATION:**  
**RECOMMENDATION:**

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**ATTACHMENTS:**

<b>Description</b>	<b>File Name</b>	<b>Type</b>
Transportation Contract Invitation to Bid	transportation_bid_sc_mtg_9.11.23.pdf	Cover Memo



Natick Public Schools

**BUSINESS OFFICE**

13 East Central Street, Natick, MA 01760

**Matthew J. Gillis, Assistant Superintendent for Finance**

Dr. Bella Wong, Superintendent

Timothy Luff, Deputy Superintendent

Susan Balboni, Assistant Superintendent for Teaching, Learning, and Innovation

August 23, 2023

TO: Bella Wong, Interim Superintendent  
Shai Fuxman, School Committee Chair

FROM: **Matthew J. Gillis** 

RE: Support to OFFER A Transportation Bid in 3-year contract with two individual option years

**VOTE Requested:** Please vote to confirm NPS would like the next IFB for school transportation be for the years FY25-27, with an option year for FY28 and an option year for FY29. Town Counsel may require we go to the fall Annual Town Meeting to affirm your vote as the awarding authority for the school bus contract, and if so, and I would like to get this request on the Fall Town Meeting agenda.

**Background:** MGL defaults at a 3-year term for service contracts unless the Awarding authority grants permission to solicit prices for individual option years. In order for those option years to be valid they must meet 3 criteria:

1. the option terms were included in the original solicitation
2. they were incorporated into the executed contract
3. the contract provides your local jurisdiction with the sole discretion to exercise the option

**Purpose:** The purpose of a longer contract enables the bus companies to amortize the capital cost of the vehicles they bid over a longer period of time allowing them to be more competitive with the price. For example, if a school bus costs \$90,000, amortizing over 3-years +\$30,000 per year or 5 years at \$18,000 per year.

**Pros:** NPS should get better more competitive pricing over a potentially (see # 3 above) longer-term contract. NPS gets the sole choice to exercise each option year price or not. We can always go back out to bid or negotiate a lower price with the vendor if the market changes.

**Cons:** I don't see much downside in asking for pricing in year 4 and year 5 of a contract, where either way we can always end the contract after year 3 and go back out to bid if we like our chances better on the bid market.

CC: Bryan LeBlanc, Town Procurement Officer  
CC: James Erickson, Town Administrator  
CC: Diane Packer, Town Clerk  
CC: Laurie Shaw, Assistant Town Clerk

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**ITEM TITLE:** Update on State Budget Funding

**DATE:**

**ITEM TYPE:**

**ITEM SUMMARY:** State Funding Update

**BACKGROUND INFORMATION:**

**RECOMMENDATION:**

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**ATTACHMENTS:**

<b>Description</b>	<b>File Name</b>	<b>Type</b>
Update on State Earmarks	Earmarks_Update_sc_mtg_9.11.23.pdf	Cover Memo



Natick Public Schools  
**BUSINESS OFFICE**  
13 East Central Street, Natick, MA 01760

**Matthew J. Gillis, Assistant Superintendent for Finance**

Dr. Bella Wong, Superintendent  
Timothy Luff, Deputy Superintendent  
Susan Balboni, Assistant Superintendent for Teaching, Learning, and Innovation

September 6, 2023

TO: Bella Wong, Interim Superintendent  
Shai Fuxman, School Committee Chair

FROM: **Matthew J. Gillis** 

RE: Earmarks Update

Below is a summary of the earmarks Natick received in the FY24 budget with the much appreciated help and support of Representative David Linsky. Per the June 12, 2023 memo from the prior Superintendent and current METCO Director, the transportation earmarks will go towards the expansion of the METCO program from 7-12 to K-12 program in Natick. A full FY24 budget will come in the near future.

MA Budget Line	Amount	NPS Budget Item	NPS Account	MA Budget Language
7010-0012	\$50,000	Regular Transportation	70330184-533500	"... that not less than \$50,000 shall be expended for busing needs for after school programs in Natick"
7010-0012	\$50,000	Staff Development	70237138-521800	"provided further, that not less than \$50,000 shall be expended for Natick public schools for staff development to support the profile of Natick educator competencies;"
7010-0012	\$100,000	Regular Transportation	70330184-533500	"... provided, that not less than \$600,000 shall be expended to communities in the Metrowest region, including the city of Framingham and the towns of Ashland, Holliston, Hopkinton, Medway and Natick to address mental health needs in schools;"
7010-0012	\$100,000	Online Tutoring Services	To be created	"... provided further, that not less than \$100,000 shall be expended to Natick public schools for the continued provision of online tutoring services;"

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**ITEM TITLE:** Enrollment Report  
**DATE:**  
**ITEM TYPE:**  
**ITEM SUMMARY:** Enrollment Report  
**BACKGROUND INFORMATION:**  
**RECOMMENDATION:**



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**ATTACHMENTS:**

<b>Description</b>	<b>File Name</b>	<b>Type</b>
Enrollment Report	Enrollment_Report_2.pdf	Cover Memo



Natick Public Schools - Student Enrollment June 01, 2023

	June 01, 2023															September 07, 2023																		
	K	1	2	3	4	5	6	7	8	9	10	11	12	Total		K	1	2	3	4	5	6	7	8	9	10	11	12	Total					
																																		
NHS / Northstar										429	392	376	388	1,585	NHS														433	428	384	381	1,626	
KENNEDY						207	234	213	243					897	KENNEDY						242	209	235	220								906		
WILSON						194	180	190	204					768	WILSON						187	192	177	193								749		
BEN-HEM	19	20	19	21	21										BEN-HEM	20	15	20	20	20														
	19	19	19	21	21											20	19	19	20	21														
	18	18	19	18	20											20	18	19	19	20														
	18	20	19	18	21											21	19	19	20	19														
	19	18	19	21												21		20	20	20														
	19																	20																
Total:	74	115	94	97	104									484	Total:	102	71	117	99	100													489	
BROWN	20	21	17	22	20										BROWN	20	21	20	22	21														
	21	20	15	24	20											18	20	20	21	21														
	21	20	17	23	20											20	20	21	21	22														
	20	22	17	22	20											19	21	20	21	21														
	21	22	16	20	20											19	19	19		21														
Total:	103	105	82	111	100									501	Total:	96	101	119	85	106													507	
JOHNSON		15	16	15	21										JOHNSON			7	13	15														
		15	16	16	22															16														
Total:		30	32	31	43									136	Total:			7	13	31													51	
LILJA	18	21	20	18	21										LILJA	17	18	22	18	19														
	19	21	20	19	21											16	19	22	16	19														
	19	21	20	20	21											16	18	22	18	18														
	20			19	20											17	19		19	19														
	18															17																		
Combo Classes:		11	9												Combo Classes:		8	11																
Combo Classes:		12	8												Combo Classes:		8	12																
Total:	94	86	77	76	83									416	Total:	83	90	89	71	75													408	
MEMORIAL	21	21	22	20	19										MEMORIAL	20	22	19	19	19														
	22	22	21	20	19											21	23	19	20	20														
	22	21	22	21	19											21	23	19	21	21														
	22	21	22	21	19											21	22	18	19	21														
					19													18	21															
Total:	87	85	87	82	95									436	Total:	83	90	93	100	81													447	
PRE-K EAST	56													56	PRE-K EAST	49																	49	
PRE-K NHS	61													61	PRE-K NHS	60																	60	
PRE-K LIL	29													29	PRE-K BEN	12																12		
PRE-K-MEM	14													14																		0		
TOTAL:	160	358	421	372	397	425	401	414	403	447	429	392	376	388	5,383	Total:	121	364	352	425	368	393	429	401	412	413	433	428	384	381	5,304			

Elementary  
 F724 - Projected Enrollment June, 2023

	PK	K	1	2	3	4	Totals
<b>BEN-HEM</b>		17	19	20	19	21	
	space for pk	18	20	19	19	22	
	space for EL	18	18	18	19	20	
		17	19	20	19	20	
		17		19	18	20	
				19			
<b>Total:</b>	467	<b>87</b>	<b>76</b>	<b>115</b>	<b>94</b>	<b>103</b>	<b>475</b>
<b>BROWN</b>		19	19	20	22	21	
		19	20	19	21	20	
		19	21	19	21	21	
		19	21	19	21	21	
		19	21	19		20	
				19			
<b>Total:</b>		<b>95</b>	<b>102</b>	<b>115</b>	<b>85</b>	<b>103</b>	<b>500</b>
<b>JOHNSON</b>				7	12	15	
						16	
<b>Total:</b>		<b>0</b>	<b>0</b>	<b>7</b>	<b>12</b>	<b>31</b>	<b>50</b>
<b>LILJA</b>		17	19	22	20	18	
		17	19	22	20	19	
		17	19	22	19	19	
	space for program	17	18			19	
	space for EL	17	19				
Combo Classes:				11	10		
Combo Classes:				10	10		
<b>Total:</b>		<b>85</b>	<b>94</b>	<b>87</b>	<b>79</b>	<b>75</b>	<b>420</b>
<b>MEMORIAL</b>		19	21	19	19	20	
		19	22	19	19	20	
		20	22	19	19	21	
		20	21	19	19	21	
				19	19		
<b>Total:</b>		<b>78</b>	<b>86</b>	<b>95</b>	<b>95</b>	<b>82</b>	<b>436</b>
<b>PRE-K EAST</b>							0
<b>PRE-K NHS</b>							0
<b>PRE-K Ben Hem</b>							0
							0
<b>Total:</b>	<b>0</b>	<b>345</b>	<b>358</b>	<b>419</b>	<b>365</b>	<b>394</b>	<b>1,881</b>

NOTE: this is the teacher I have held unassigned. I will assign it here.

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**ITEM TITLE:** Appointment of the Recording Secretary  
**DATE:**  
**ITEM TYPE:**  
**ITEM SUMMARY:**  
**BACKGROUND INFORMATION:**  
**RECOMMENDATION:**

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**ITEM TITLE:** Vote to Approve a Search Firm for the Permanent Superintendent Search

**DATE:**

**ITEM TYPE:**

**ITEM SUMMARY:** Superintendent Search

**BACKGROUND**

**INFORMATION:**

**RECOMMENDATION:**

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**ATTACHMENTS:**

<b>Description</b>	<b>File Name</b>	<b>Type</b>
Review of Proposals for Superintendent Search	Review_ofm_Proposals_for_Superintendent_Search.pdf	Cover Memo



Natick Public Schools

**BUSINESS OFFICE**

13 East Central Street, Natick, MA 01760

**Matthew J. Gillis, Assistant Superintendent for Finance**

Dr. Bella Wong, Superintendent

Timothy Luff, Deputy Superintendent

Susan Balboni, Assistant Superintendent for Teaching, Learning, and Innovation

August 28, 2023

TO: Bella Wong, Interim Superintendent  
Shai Fuxman, School Committee Chair  
**FROM: Matthew J. Gillis**   
RE: Superintendent Search Consulting Services

**Background:** We sent an approved scope of services for prices quotes to six firms we know are in the business of providing consulting and recruiting services to hire a Superintendent of Schools. We received responses from two firms: the New England School Development Council (NESDC) and Hazard, Young, Attea & Associates (HYA). Both firms met the requirements, acknowledged the scope of services and submitted fixed pricing within what we requested and how they conduct their business.

Since this is a price quote process, we are obligated to accept the low price provided the service provider is deemed responsive to quote request and responsible to perform this type of work. I believe both firms were responsive and responsible as did Bryan LeBlanc when I discussed this topic with him Friday August 25, 2023.

In addition to both firms being qualified, both indicated they were willing to be flexible with our schedule deadlines and number of focus group meetings if we decide want to make an adjustment after we hire them, start the process and hear their recommendations.

The following page is summary of the two proposals and the price quotes for your reference.

**VOTE Requested:**

Move to approve NESDEC with the team of: Sally Dias, Judith Paolucci and David DeRuosi Jr. as the Superintendent Search Consultant for the Natick Public schools as quoted on August 17, 2023 with a price not to exceed \$18,020.

CC: Bryan LeBlanc, Town Procurement Officer

CC: Julie Skipper, Director of Human Resources

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Review of Proposals for Superintendent Search			
Criteria	Description	NESDC	HYA
1	Overview of Company Project Team	Yes	Yes
2	Project Team Info	Yes	Yes
	- Resumes	Yes	Yes
3	References	Yes	Yes
	# of References		
4	Work plan /Approach (To meet goal/deadline)	Yes	Yes
5	Experience w/ Community Engagement	Yes	Yes
6	Warranty	Yes	Yes
7	Base Price	\$ 13,760	\$ 19,000
	Bring meetings to 10	\$ 4,260	
8	Travel Exp	included in base price	\$3,000 or (optional proposed redution of \$1,500 for some zoom meetings)
9	Subtotal Quote	\$ 18,020	\$22,000 or \$20,500
8	Additional Info	Yes	Yes
9	Any conditions or refusal to meet scope/deadline	No	No

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**ITEM TITLE:** Approval of Permanent Superintendent Search Committee Screening Composition

**DATE:**

**ITEM TYPE:**

**ITEM SUMMARY:**

**BACKGROUND**

**INFORMATION:**

**RECOMMENDATION:**

---

**ATTACHMENTS:**

<b>Description</b>	<b>File Name</b>	<b>Type</b>
Review of Proposals for Superintendent Search	Review_ofm_Proposals_for_Superintendent_Search.pdf	Cover Memo



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August 28, 2023

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9	Subtotal Quote	\$ 18,020	\$22,000 or \$20,500
8	Additional Info	Yes	Yes
9	Any conditions or refusal to meet scope/deadline	No	No

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**ITEM TITLE:** Approval of a separate revolving fund to account for student parking fees

**DATE:**

**ITEM TYPE:**

**ITEM SUMMARY:** NHS Student Parking Fee

**BACKGROUND**

**INFORMATION:**

**RECOMMENDATION:**

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**ATTACHMENTS:**

**Description**

**File Name**

**Type**

NHS Student Parking Fee

NHS\_Student\_Parking\_Fee\_sc\_mtg\_9.11.23.pdf Cover Memo



Natick Public Schools

**BUSINESS OFFICE**

13 East Central Street, Natick, MA 01760


**Matthew J. Gillis, Assistant Superintendent for Finance**

Dr. Bella Wong, Superintendent

Timothy Luff, Deputy Superintendent

Susan Balboni, Assistant Superintendent for Teaching, Learning, and Innovation

August 21, 2023

TO: Bella Wong, Interim Superintendent  
Shai Fuxman, School Committee Chair  
FROM: Matthew J. Gillis   
RE: NHS Student Parking Fee, Revolving Fund Setup, Uses

**VOTE Requested:** Please vote to confirm, or reestablish, a Natick High School student parking fee revolving fund. We will use the funds as permitted by law in cooperation with the Town DPW.

We currently record deposits and expenditures in a sub account of the NHS student activity fund. It is good we have records of these funds, but according to the [Dept. of Revenue](#), this should be separate revolving fund, or under the umbrella of rental of facilities, with a separate revenue line item for the parking fee. The parking fee does not meet the criteria for this to be accounted for as a student activity endeavor. Student activities are where students learn, with some staff guidance and advising, the value of "enterprise" by setting up an activity and learning some of the business activities needed to bring that conceptual endeavor to a reality.

Such permitted uses of the parking fees include: parking lot maintenance, cleaning, restriping, crack sealing, curb repairs, some paving, etc. As some folks may have already noticed, the parking lines at NHS were repainted in early August. DPW is awaiting the invoice.

MGL requires the School Committee vote to approve the creation of a revolving account for these funds. Please consider this a request to vote to confirm, or reestablish, a Natick High School student parking fee revolving fund. (This may have happened years ago, but the Town comptroller has no record of it.)

See attachments.

CC: Josepha Blocker, Principal, Natick high School  
CC: Michelle Laramee, Comptroller, Town of Natick

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# NHS SPECIAL REVENUE ACCOUNTS

7/31/2023 7:39 AM

Register 06104-432075 PROGRAM FEES

From 10/20/2020 through 07/31/2023

Sorted by: Date, Type, Number Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
10/20/2020			4003 RECEIPTS	Deposit		21,200.00	21,200.00
10/20/2020			4003 RECEIPTS	Deposit		15,000.00	36,200.00
10/20/2020			4003 RECEIPTS	Deposit		9,600.00	45,800.00
11/13/2020			4003 RECEIPTS	Deposit		8,400.00	54,200.00
01/07/2021			4003 RECEIPTS	Deposit		1,300.00	55,500.00
03/03/2021			4003 RECEIPTS	Deposit		1,100.00	56,600.00
10/02/2021			4003 RECEIPTS	Deposit		12,000.00	68,600.00
10/02/2021			4003 RECEIPTS	Deposit		12,000.00	80,600.00
10/02/2021			4003 RECEIPTS	Deposit		16,600.00	97,200.00
10/02/2021			4003 RECEIPTS	Deposit		13,400.00	110,600.00
01/14/2022			4003 RECEIPTS	Deposit		7,200.00	117,800.00
01/20/2022		MARK NIEDERME	4003 RECEIPTS	RETURN CHE	200.00		117,600.00
03/11/2022			4003 RECEIPTS	Deposit		1,000.00	118,600.00
04/13/2022			4003 RECEIPTS	Deposit		500.00	119,100.00
05/04/2022	WARRA	AMAZON	5001 EXPENSE	PICNIC TABL	3,345.78		115,754.22
05/11/2022	WARRA	WAYFAIR	5001 EXPENSE	ADIRONDAC	2,148.80		113,605.42
06/10/2022	WARRA	BRIAN HARRIGAN	5001 EXPENSE	REIMB PLAN	785.24		112,820.18
07/28/2022	WARRA	HD SUPPLY	5001 EXPENSE	PARKING SH	195.72		112,624.46
08/12/2022	WARRA	WAYFAIR	5001 EXPENSE	ADIRONDAC	2,148.24		110,476.22
08/26/2022	WARRA	HAMLET BROSTIAN	5001 EXPENSE	INTERIOR CO	9,100.00		101,376.22
09/30/2022			4003 RECEIPTS	Deposit		13,600.00	115,006.22
11/14/2022	WARRA	WAYFAIR	5001 EXPENSE	PICNIC TABL	2,793.58		112,212.64
11/18/2022			4003 RECEIPTS	Deposit		3,600.00	115,812.64
01/30/2023			4003 RECEIPTS	Deposit		2,600.00	118,412.64
06/20/2023			4003 RECEIPTS	Deposit		1,400.00	119,812.64

REVOLVING FUND	LOCAL ACCEPTANCE	TOWN MEETING/ CITY COUNCIL ACTION	DEPARTMENT/ ACTIVITIES	MUNICIPAL SALARIES	CAPITAL ITEMS/ DEBT SERVICE	STATUTORY SPENDING CEILING	REVENUE SOURCE	INTEREST	FUND BALANCE	OTHER ACCOUNTING PROCEDURES	REPORTS	OTHER
USE OF SCHOOL PROPERTY G.L.C. 71 & 71E	YES IN REGIONAL SCHOOL DISTRICT BY VOTE OF THE SCHOOL COMMITTEE	NONE	EXPENSES OF MAKING FACILITY AVAILABLE INCLUDING ADDITIONAL CUSTODIAL COSTS, UTILITIES, PRIMARY REPAIRS AND MAINTENANCE	YES	NOT PROHIBITED	NONE	FEES AND CHARGES FOR USE OF FACILITY SCHOOL PARKING FEES	GENERAL FUND	CARRIES FORWARD TO NEXT FY		ANNUAL REPORT BY SCHOOL SUPERINTENDENT TO MAYOR OR CITY MANAGER AND CITY COUNCIL SELECTBOARD OR TOWN MANAGER COPY TO BOA (SCHEDULE A)	USE OF SCHOOL FACILITIES BY INDIVIDUALS, GROUPS, ORGANIZATIONS FOR CIVIC, SOCIAL, EDUCATIONAL, RECREATIONAL PURPOSES GOVERNED BY SCHOOL COMMITTEE POLICIES ESTABLISHED UNDER G.L.C. 71, § 71
VOCATIONAL EDUCATION G.L.C. 74 & 14B	YES IN REGIONAL SCHOOL DISTRICT BY VOTE OF THE SCHOOL COMMITTEE AND A MAJORITY OF MEMBER CITY OR TOWN SELECTBOARDS OR CITY COUNCILS	NONE	CULINARY ARTS, HOME ECONOMIC AND OTHER VOCATIONAL-TECHNICAL SCHOOL PROGRAMS	NO	PROGRAM EQUIPMENT	NONE	SALE OF PROGRAM PRODUCTS AND SERVICES	GENERAL FUND	CARRIES FORWARD TO NEXT FY			

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**ITEM TITLE:** Authorize successor Transportation Contract Invitation For Bid to include individual option years, solely at NPS option option years, as part of the contract

**DATE:**

**ITEM TYPE:**

**ITEM SUMMARY:** Transportation Contract Invitation to Bid

**BACKGROUND INFORMATION:**

**RECOMMENDATION:** Move to Authorize successor Transportation Contract Invitation For Bid to include individual option years, solely at NPS option option years, as part of the contract

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**ATTACHMENTS:**

<b>Description</b>	<b>File Name</b>	<b>Type</b>
Transportation Contract Invitation to Bid	transportation_bid_sc_mtg_9.11.23.pdf	Cover Memo



Natick Public Schools

**BUSINESS OFFICE**

13 East Central Street, Natick, MA 01760

**Matthew J. Gillis, Assistant Superintendent for Finance**

Dr. Bella Wong, Superintendent

Timothy Luff, Deputy Superintendent

Susan Balboni, Assistant Superintendent for Teaching, Learning, and Innovation

August 23, 2023

TO: Bella Wong, Interim Superintendent  
Shai Fuxman, School Committee Chair

FROM: **Matthew J. Gillis** 

RE: Support to OFFER A Transportation Bid in 3-year contract with two individual option years

**VOTE Requested:** Please vote to confirm NPS would like the next IFB for school transportation be for the years FY25-27, with an option year for FY28 and an option year for FY29. Town Counsel may require we go to the fall Annual Town Meeting to affirm your vote as the awarding authority for the school bus contract, and if so, and I would like to get this request on the Fall Town Meeting agenda.

**Background:** MGL defaults at a 3-year term for service contracts unless the Awarding authority grants permission to solicit prices for individual option years. In order for those option years to be valid they must meet 3 criteria:

1. the option terms were included in the original solicitation
2. they were incorporated into the executed contract
3. the contract provides your local jurisdiction with the sole discretion to exercise the option

**Purpose:** The purpose of a longer contract enables the bus companies to amortize the capital cost of the vehicles they bid over a longer period of time allowing them to be more competitive with the price. For example, if a school bus costs \$90,000, amortizing over 3-years +\$30,000 per year or 5 years at \$18,000 per year.

**Pros:** NPS should get better more competitive pricing over a potentially (see # 3 above) longer-term contract. NPS gets the sole choice to exercise each option year price or not. We can always go back out to bid or negotiate a lower price with the vendor if the market changes.

**Cons:** I don't see much downside in asking for pricing in year 4 and year 5 of a contract, where either way we can always end the contract after year 3 and go back out to bid if we like our chances better on the bid market.

CC: Bryan LeBlanc, Town Procurement Officer  
CC: James Erickson, Town Administrator  
CC: Diane Packer, Town Clerk  
CC: Laurie Shaw, Assistant Town Clerk

*Natick Public Schools does not discriminate on the basis of race, creed, color, sex, age, gender identity, religion, nationality, sexual orientation, disability, pregnancy and pregnancy-related conditions, physical and intellectual differences, immigration status, or homeless status.*