

HAVERHILL PUBLIC SCHOOLS



SCHOOL COMMITTEE AGENDA **January 14, 2016**

Haverhill Public Schools - School Committee Agenda



DATE: Thursday, January 14, 2016
TIME: 7:00 P.M.
LOCATION: Theodore A. Pelosi, Jr. City Council Chambers, City Hall, Room 202

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

1. Call to Order – Roll Call – Pledge of Allegiance.
2. Public Participation.
3. Mr. Bevilacqua - Comments.
4. The election of the President and Vice President for 2016 – Members.
5. Communication and Reports.
 - A. Student Advisory Council Report – Benjamin Roy.
 - B. Superintendent Comments/Reports.
 - Substance Use and the Adolescent Brain Series – Mr. Thomas O'Brien, Director of Athletics and Wellness and Ms. Katherine Vozeolas, BSN RN NCSN, Supervisor of Nursing and School Health Services.
 - Health Advisory Group Representative (formerly Wellness Committee) from School Committee.
 - Human Resources Documents: CORI; On-line Ethics Training; State Ethics Acknowledgement and Fingerprinting Acknowledgement.
 - C. School Committee Communications.
 - Vacant School Committee Seat – Mr. Wood.
 - D. Subcommittee Reports.
6. Old Business.
 - A. Memorandum of Agreement between the Haverhill School Committee and Haverhill Administrative & Supervisory Group – Attorney Magliocchetti.
7. New Business.
 - A. The Superintendent recommends approval of the Physical Restraint for Students' Policy (JKAA) as indicated in the agenda material – *first reading is waived*.
 - B. The Superintendent recommends approval of Warrant Number EV20160115B totaling \$88,611.87; Warrant Number WV20151224 totaling \$20,546.70; Warrant Number JE20160115 totaling \$15,344.37; Warrant Number WV20151218 totaling \$51,261.37; Warrant Number EV20160115 totaling \$202,043.48 and Warrant Number EV20160115A totaling \$4,539,557.97 as indicated in the agenda material.
 - C. The Superintendent recommends approval of the invoice from Kopelman and Paige, P.C. in the amount of \$192.50.
 - D. The Superintendent recommends approval of the donations as indicated in the agenda material.
8. Items by Consensus.
 - A. The Superintendent recommends approval of the minutes of December 10, 2015 (regular meeting) as indicated in the agenda material.
 - B. The Superintendent recommends approval of the field trip request(s) as indicated in the agenda material.
9. Executive Session/Adjournment.



Haverhill Public Schools

Director of Staff and Student Services

SC 01.14.16

January 7, 2016

5b.

With the advent of a new year it is necessary that we receive newly executed forms for HPS personnel files. Please complete the attached forms:

- Cori Form with a copy of a Government issued ID
- On-line Ethics Training
- State Ethics Acknowledgement
- Fingerprinting Acknowledgement – see directions to make appointment with IdentoGo by MorphoTrust

Please return the completed forms to Krysten Howell, Administrative Assistant in the HPS Human Resource Department.

Sincerely,

Timothy M. Rooney
Director of Staff and Student Services

61.

MEMORANDUM OF AGREEMENT
BETWEEN THE
HAVERHILL SCHOOL COMMITTEE
AND THE
HAVERHILL PUBLIC SCHOOLS SUPERVISORY
AND ADMINISTRATIVE GROUP

Having bargained collectively pursuant to Chapter 150E of the General Laws, the Haverhill School Committee ("the School Committee") and the Haverhill Public Schools Supervisory and Administrative Group ("the Group") hereby agree to extend their July 1, 2011 – June 30, 2014 Collective Bargaining Agreement for the further three (3) year period from July 1, 2014 – June 30, 2017 with the modifications that are set forth below:

1. Term of Contract

The new Contract shall cover the three (3) year period from July 1, 2014 to June 30, 2017. All applicable date changes shall be made in the appropriate places in the new Contract.

2. Carryover Provision

Except as modified by this Memorandum of Agreement, and except as modified by any previously agreed upon Interim Agreements which provided for the modification of the Contract, all of the terms and provisions of the July 1, 2011 – June 30, 2014 Contract shall be carried forward into the new Contract.

3. Article VIII (Group Health and Life Insurance) (p. 11)

Delete all language and insert the following:

The City of Haverhill shall provide employees the same health insurance benefits and coverage provided to all other municipal employees pursuant to M.G.L. c. 32B. Employees hired before January 1, 2012 shall pay a twenty-five percent (25%) health insurance contribution for both PPO and HMO products. Employees hired on or after January 1, 2012 shall pay a thirty percent (30%) health insurance contribution for both PPO and HMO products.

Flexible Spending/Medical Dependent Care Account. The City of Haverhill will offer a Flexible Spending Account and a Medical Dependent Care Account under IRS Section 125. The maximum annual allowable amount to be deducted on a pre-tax basis for the Flexible Spending Account will be \$2,500. The maximum annual allowable amount to be deducted on a pre-tax basis for the Medical Dependent Care Account will be \$5,000.

Health Reimbursement Account. The City will establish Health Reimbursement Accounts pursuant to the current M.G.L. c. 32B PEC agreement.

Opt-Out Plan – A one time opt out option. The City of Haverhill will provide a health insurance opt out option. Eligible employees who enroll in the program will receive a lump sum financial incentive payment. The amount will be \$1,500 for an individual and \$3,000 for a family. In order to be eligible for the program an employee must meet the following criteria: 1) the employee must have 24 consecutive months of enrollment in a City of Haverhill health plan, and 2) the employee must provide written proof of other (non-City of Haverhill) health coverage.

Allowance of Tiered Plan. The School Department may offer to employees a tiered network plan, and employees may voluntarily elect to enroll in such a plan. Employees will be provided with at least six months' notice should the tiered network plan be withdrawn, which the School Department may do at their sole option.

4. Article XI (Temporary Leaves of Absence With Pay) (p. 15)

- A. Section A (Sick Leave) shall be amended by reducing the number of days of annual Sick Leave by one (1) day.
- B. A new subsection A(6) shall be added which shall state as follows:

New Eleven (11) Month employees in their first year of employment shall accrue sick leave as follows: One (1) day for each month from July through April, two (2) days for May and three (3) days for June. New Twelve (12) Month employees in their first year of employment shall accrue sick leave as follows: One (1)

day for each month from July through April and three (3) days each for May and June.

- B. Section B (Personal Leave) shall be amended by adding the following two sentences:

If a Member does not use the three (3) Personal Leave Days during the contract year, those days will be converted into sick days and added to their accruals. New employees in their first year of employment shall be granted one (1) personal day per quarter not to exceed three (3) for the year.

5. Administrator and Supervisor Evaluations (Article XIX, p. 26)

As soon as possible after the ratification of this Agreement, an Evaluation Procedure Sub-Committee shall be established to work on the DESE Model Evaluation Contract Language and Forms consistent with the existing language in the Article XIX, Section G of the Contract.

6. Salary Schedule (Article XXI, p. 31)

- A. The first two Paragraphs of this Article on page 31 of the current Contract shall be replaced with the following:

All Administrators will be paid a base salary as set forth in the Salary Schedules that are set forth as Appendices A-C which shall incorporate the following modifications and increases:

July 1, 2014	Zero Percent (0%)
July 1, 2015	One Percent (1%) (Retroactive to July 1, 2015)
July 1, 2016	One Thousand Dollars (\$1,000)
July 1, 2016	After the application of the One Thousand Dollars (\$1,000), create a new Step 5 for all Columns on the Schedule at Two Thousand Five Hundred Dollars (\$2,500) above Step 4 also effective July 1, 2016. Members advance to the Step 5 after their 4 th year of service within the bargaining unit similar to how they advance on the current Salary Schedule for Steps 1 –

4. No employee shall advance more than one step in any given school year.

No retroactive wages shall be due and owing to any person not employed at the time of the ratification of this Agreement, or any subsequent Agreement, unless said person left the employ of the Haverhill Public Schools to become an active M.G.L. c. 32 retiree.

- B. The Section entitled "Reorganization of Positions" shall be amended as follows in order to reflect the 11 and 12 Month Positions that presently exist as of the date of this Agreement:

11 Month Positions

Assistant Principals

Supervisor of Attendance (K-12)

Supervisor of Early Childhood Education

Supervisor of ELL (K – 12)

Supervisor of English (K – 12)

Supervisor of Social Studies & World Languages (K-12)

Supervisor of Guidance (K-12)

Supervisor of Math (K – 12)

Supervisor of Science and Technology (K – 12)

Supervisor of Special Education (K-12)

12 Month Positions

Assistant Director of Special Education (9-12)

Associate Principal – High School

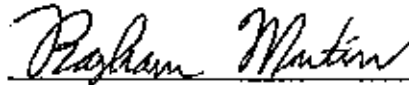
Supervisor of Transportation (K-12)

7. Appendix M – Administrative Stipend Schedule (p. 58). The attached Administrative Stipend Schedule has been updated to reflect the stipends that are being paid to Members of the Group for additional services and shall replace the Administrative Stipend Schedule in the new Contract.
8. This Memorandum of Agreement is subject to ratification by the Membership of the Group as well as the School Committee and both parties agree to utilize their best efforts to obtain ratification by their respective bodies.

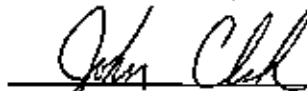
Signed in the City of Haverhill on this 4th day of December, 2015.

HAVERHILL SCHOOL COMMITTEE

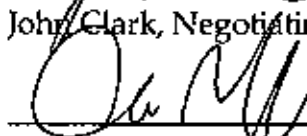
HAVERHILL PUBLIC SCHOOLS
SUPERVISORY AND ADMINISTRATIVE
GROUP



Rashaun Martin, President



John Clark, Negotiating Committee



Lorna Marchant, Negotiating Committee

	<u>Additional Service</u>	<u>Annual Stipend*</u>
1.	Coordinator for Community Partnerships for Children	\$2,000.00
2.	Homeless Coordinator	As specified in the Grant, to a maximum of \$10,000.00 In the event of multiple Coordinators, annual amount to be shared equally
3.	Additional School Coverage by Assistant Principals	\$2,500.00 per additional school
4.	Assistant Director of Special Education at Haverhill High School	\$4,000.00

*Amounts may be pro-rated if individual serves for less than a full year.

PHYSICAL RESTRAINT OF STUDENTS

Maintaining an orderly, safe environment conducive to learning is an expectation of all staff members of the school district. Further, students of the district are protected by law from the unreasonable use of physical restraint. Such restraint shall be used only in emergency situations as a last resort and with extreme caution after other lawful and less intrusive alternatives have failed or been deemed inappropriate.

When an emergency situation arises, and physical restraint is the only option deemed appropriate to prevent a student from injuring himself or herself, another student or school community member, a teacher or employee or agent of the school district may use such reasonable force needed to protect students, other persons or themselves from assault or imminent, serious, physical harm.

The definitions of forms of restraint shall be as defined in 603 CMR 46.02.

The use of mechanical restraint, medical restraint, and seclusion is prohibited.

Physical restraint, including prone restraint where permitted under 603 CMR 46.03, shall be considered an emergency procedure of last resort and shall be prohibited except when a student's behavior poses a threat of assault, or imminent, serious, physical harm to themselves and/or others and the student is not responsive to verbal directives or other lawful and less intrusive behavior interventions are deemed inappropriate.

The Superintendent will develop procedures identifying:

- Appropriate responses to student behavior that may require immediate intervention;
- Methods of preventing student violence, self-injurious behavior, and suicide including crisis planning and de-escalation of potentially dangerous behaviors among groups of students or individuals;
- Descriptions and explanations of alternatives to physical restraint as well as the school's method of physical restraint for use in emergency situations;
- Descriptions of the school's training and procedures to comply with reporting requirements including, but not limited to making reasonable efforts to orally notify a parent of the use of restraint within 24 hours of its imposition;
- Procedures for receiving and investigating complaints;
- Methods for engaging parents in discussions about restraint prevention and use of restraint solely as an emergency procedure;
- A statement prohibiting: medication restraint, mechanical restraint, prone restraint unless permitted by 603 CMR 46.03(1)(b), seclusion, and the use of physical restraint in a manner inconsistent with 603 CMR 46.00;
- A process for obtaining Principal approval for a time out exceeding 30 minutes.

Each building Principal will identify staff members to serve as a school-wide resource to assist in ensuring proper administration of physical restraint. These staff members will participate in an in-depth training program in the use of physical restraint.

In addition, each staff member will be trained regarding the school's physical restraint policy and accompanying procedures. The Principal will arrange training to occur in the first month of each school year, or for staff hired after the beginning of the school year, within a month of their employment.

Physical restraint is prohibited as a means of punishment, or as a response to destruction of property, disruption of school order, a student's refusal to comply with a school rule or staff directive, or verbal threats that do not constitute a threat of imminent, serious physical harm to the student or others.

Physical restraint is prohibited when it is medically contraindicated for reasons including, but not limited to, asthma, seizures, a cardiac condition, obesity, bronchitis, communication-related disabilities, or risk of vomiting;

The use of "time out" procedures during which a staff member remains accessible to the student shall not be considered "seclusion restraint."

This policy and its accompanying procedures shall be reviewed and disseminated to staff annually and made available to parents of enrolled students. The Superintendent shall provide a copy of the Physical Restraint regulations to each Principal, who shall sign a form acknowledging receipt thereof.

SOURCE: MASC
ADOPTED: August 2015
LEGAL REF.: M.G.L. 71:37G; 603 CMR 46.00

Warrant Number: EV20160115B

PAYABLE DATE : 1/15/2016
TODAY'S DATE: 1/11/2016

LEA	\$	-
Cafeteria	\$	-
Grants	\$	88,611.87
Total		\$88,611.87

I hereby certify under penalty of perjury that the amounts as scheduled are true and correct and the services and/or materials herein represented have been received as required in accordance with contracts.

Date
Date
Date
Date
Date
Date

Ber

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

EV20160115B

Invoice	Vendor	Total
111315	Beverly Public Schools	\$379.50
reimburse 12/3,4	Beverly Swart	\$395.00
36184	Champions Choice	\$4,148.00
36183	Champions Choice	\$550.00
36182	Champions Choice	\$3,982.00
208113453255	Classroom Direct	\$197.75
7153494	Coca-Cola Bottling Co of Northn New Eng	\$171.91
5202	Diamond Athletic Turf Inc	\$1,556.00
5139	Diamond Athletic Turf Inc	\$2,475.00
5200	Diamond Athletic Turf Inc	\$706.00
253506	Elite Sportswear L.P.	\$773.99
Y160665	Fantini Baking Company Inc	\$39.77
Y159548	Fantini Baking Company Inc	\$25.11
Y158934	Fantini Baking Company Inc	\$44.75
Y158163	Fantini Baking Company Inc	\$20.81
6562597	Heinemann	\$2,888.50
6556637	Heinemann	\$3,926.18
17087	International Signal Inc	\$158.00
PE463351607 12/1/15	James Page Insurance Agency Inc	\$1,831.60
ES463351607 12/1/15	James Page Insurance Agency Inc	\$14,881.60
2016 JSD Wrestling	John Stark Regional High School	\$185.00
reimburse 12-22-15	LAURIE A MOORADIAN	\$204.81
travel 12.22.15	Lisa Hunt	\$88.45
98891059 I	Moore Medical Corporation	\$641.29

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total
REG-0428410	NCSS Conference	\$265.00
reimburse 12/22/15	NEIL E WILKINS	\$145.93
SO0353649	New England Coffee	\$38.06
1659460-00	Perma-Bound	\$1,211.40
98118853	Riddell/All American	\$207.80
98113675	Riddell/All American	\$937.50
04012909	Ronald Seaboyer Electrical Maintenance	\$14,778.43
HVH101-0917201 5	Rubicon International	\$20,500.00
3061578-00	School Health	\$125.10
3061578-01	School Health	\$857.52
308103066465	School Specialty/Sax Arts & Crafts	\$199.21
308102066468	School Specialty/Sax Arts & Crafts	\$165.38
208113711999	School Specialty/Sax Arts & Crafts	\$3.39
308102121090	School Specialty/Sax Arts & Crafts	\$132.71
308102114349	School Specialty/Sax Arts & Crafts	\$99.40
308102114353	School Specialty/Sax Arts & Crafts	\$179.72
308102114352	School Specialty/Sax Arts & Crafts	\$147.73
208113632327	School Specialty/Sax Arts & Crafts	\$51.78
208113632309	School Specialty/Sax Arts & Crafts	\$42.60
208113632322	School Specialty/Sax Arts & Crafts	\$17.41
208113632313	School Specialty/Sax Arts & Crafts	\$45.13
308102097038	School Specialty/Sax Arts &	\$398.54

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total
	Crafts	
208113486312	School Specialty/Sax Arts & Crafts	\$2.99
308102091858	School Specialty/Sax Arts & Crafts	\$109.69
308102091857	School Specialty/Sax Arts & Crafts	\$37.67
308102088860	School Specialty/Sax Arts & Crafts	\$102.76
308102083796	School Specialty/Sax Arts & Crafts	\$90.62
308102068410	School Specialty/Sax Arts & Crafts	\$197.62
208113201890	School Specialty/Sax Arts & Crafts	\$52.53
204500403897	School Specialty/Sax Arts & Crafts	\$2,004.20
208113161905	School Specialty/Sax Arts & Crafts	\$46.23
79181	Stadium System Inc	\$464.85
MS15007240	The Aulson Company LLC	\$2,865.00
IN2383	U-Save Sports Inc	\$199.95
IN2384	U-Save Sports Inc	\$892.65
I30428934	WB Mason Co Inc	\$490.71
CR2377525	WB Mason Co Inc	(\$665.46)
I27576022	WB Mason Co Inc	\$233.64
I26685479	WB Mason Co Inc	\$665.46
Grand Total:		\$88,611.87

End of Report

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

WV20151224

Invoice	Vendor	Total
1163425279 DEC FY16	AT&T - 5094	\$46.68
10/9 - 11/17/2015	Cassandra DiPietro	\$57.80
11/2 - 11/24/2015	Chrisi Brown	\$51.39
27842490-B	CIT Technology Financial Services	\$128.27
Cell nov	Cory Cooper	\$50.74
11/16 - 11/25	Dawn M Caputo	\$31.11
travel 11/2 - 11/24	Deborah H Schultz	\$31.92
Cell Oct 2015	Dianne Connolly	\$50.74
Cell Sept 2015	Dianne Connolly	\$50.74
Trave10/1 - 10/30/15	Fabiana Fickett	\$79.18
Travel 9/1 - 9/30/15	Fabiana Fickett	\$57.32
EL12/4thru 12/11/15	Hollie Littlefield	\$120.00
JL12/4 thru 12/11/15	Hollie Littlefield	\$120.00
Reimbursement 10/27	JAMES F SCULLY	\$562.18
Travel Winchester	JAMES F SCULLY	\$39.20
Mileage Marlborough	JAMES F SCULLY	\$56.58
Travel Winthrop	JAMES F SCULLY	\$41.40
Mileage Nov	Jared Fulgoni	\$249.92
Reimbursement 10/27	Jared Fulgoni	\$62.54
travel 8/31- 11/23	Kristine St Jean	\$77.63
9/16 - 11/5/15	Leigh Leslie	\$26.76
40142-21700 Nov FY16	National Grid/Gas	\$1,084.64
40060-10860 Nov FY16	National Grid/Gas	\$2,270.58

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total
40042-12280 Nov FY16	National Grid/Gas	\$2,433.11
40128-13270 Nov FY16	National Grid/Gas	\$3,422.29
6936991-DC15	Pitney Bowes	\$134.44
travel 9/16- 11/5/15	Rachael Rossi	\$15.53
102015	Thomas B Benjamin MS	\$6,035.00
Supt Conference	Timothy Rooney	\$177.97
9756772686 Nov FY16	Verizon Wireless - 15062	\$2,961.54
127838384	WB Mason Co Inc	\$19.50
Grand Total:		\$20,546.70
End of Report		

Fiscal Year: 2015-2016

SC Warrant Listing with Descriptive

City of Haverhill Massachusetts

JE 20160115

Vendor	Total	Account	Detail Line Description
Haverhill City of	\$269.82	1010000.4.3300.6625.63.771.00.30	TEACH - Transportation Gasoline
Haverhill City of	\$11,640.11	1010000.4.3300.6625.75.320.00.30	Gasoline
Haverhill City of	\$2,579.34	1010000.4.4230.6643.74.185.00.10	Maintenance/Repair-Vehicles
Haverhill City of	\$855.10	4332200.4.3400.6625.76.000.00.10	Food Service Gasoline Exp
Grand Total:	\$15,344.37		

End of Report

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total
3760013797 Dec FY16	Comcast	\$24.18
3760973065 Sec FY16	Comcast	\$89.90
3760199182 Dec FY16	Comcast	\$5.00
39442283	Comcast Business	\$8,880.90
39673081 Dec FY16	Comcast Business	\$509.35
2703690 CO FY16-11	ConEdison Solutions	\$3,294.67
2703696 BA FY16-11	ConEdison Solutions	\$363.79
2703694 SH FY16-11	ConEdison Solutions	\$4,692.20
2699410 SJ FY16-11	ConEdison Solutions	\$1,269.37
2697773 BA FY16-11	ConEdison Solutions	\$1.13
2697784 BR FY16	ConEdison Solutions	\$3,744.48
2701124 BU FY16-11	ConEdison Solutions	\$219.53
2700842 WS FY16-11	ConEdison Solutions	\$267.92
2700854 CR FY16-11	ConEdison Solutions	\$69.09
2697776 BA FY16-11	ConEdison Solutions	\$1.35
2700817 CR FY16-11	ConEdison Solutions	\$378.54
2700828 NE FY16-11	ConEdison Solutions	\$6,481.37
2700829 PL FY16-11	ConEdison Solutions	\$5,590.21
78366-53007 Nov FY16	National Grid - Electric	\$2,534.55
03784-06001 Nov FY16	National Grid - Electric	\$1,824.16
15733-57008 Nov FY16	National Grid - Electric	\$281.18

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total
03407-66001 Nov FY16	National Grid - Electric	\$160.46
53080-13000 Nov FY16	National Grid - Electric	\$293.62
28206-92002 Nov FY16	National Grid - Electric	\$3,600.52
40620-80008 Nov FY16	National Grid - Electric	\$200.37
78040-41000 Nov FY16	National Grid - Electric	\$2,786.16
40634-36004 Nov FY16	National Grid - Electric	\$57.35
40048-21540 Nov FY16	National Grid/Gas	\$63.13
40138-14650 Nov FY16	National Grid/Gas	\$825.16
40128-13340 Nov FY16	National Grid/Gas	\$365.07
40020-15130 Nov FY16	National Grid/Gas	\$729.31
40038-14141 Nov FY16	National Grid/Gas	\$30.79
40042-22480 Nov FY16	National Grid/Gas	\$295.82
40024-19030 Nov FY16	National Grid/Gas	\$33.93
40020-12130 Nov FY16	National Grid/Gas	\$720.77
6178151895 nov FY16	Verizon - 15124	\$537.24
5087032638 Nov FY16	Verizon - 15124	\$38.80
Grand Total:		\$51,261.37

End of Report

I hereby certify under penalty of perjury that the amounts as scheduled are true and correct and the services and/or materials herein represented have been received as required in accordance with contracts.

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

EV20/6015

Invoice	Vendor	Total
17920	All-Comm Technologies Inc	\$1,173.00
15269	Bay-State Electric Motor Co Inc	\$658.00
2628	C & S Airport Service LLC	\$750.00
C4150	Career Resources Corporation	\$450.80
C4143	Career Resources Corporation	\$176.40
16-0005416	Collaborative for Regional Ed Services	\$252.16
16-0005415	Collaborative for Regional Ed Services	\$157.59
16-0005391	Collaborative for Regional Ed Services	\$4,284.00
16-0005405	Collaborative for Regional Ed Services	\$7,531.00
16-0005404	Collaborative for Regional Ed Services	\$6,202.00
Cell Oct.	Cory Cooper	\$50.74
11/2 thru 11/18/15	Courtney Clark	\$15.16
0835550	Coyne Textile Services	\$161.26
348537	Delta-T Group	\$1,137.50
348409	Delta-T Group	\$910.00
Cell April May June F Y15	Douglas J Russell	\$152.22
16678	Eagleton School Inc	\$11,589.00
9/11 thru 11/24	Frances E Kaplan	\$41.35
18564	Grace Limousine	\$6,450.00
18472	Grace Limousine	\$5,850.00
18409	Grace Limousine	\$3,835.00
1214356	Grimes Oil Company Inc	\$2,375.83
1211938	Grimes Oil Company Inc	\$936.56
7130	H T Drummond, Inc	\$4,940.00

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total
29504	Haverhill City of - PPD	\$352.00
M20	Haverhill Schools Food Service	\$38.20
2015 73680	Haverhill Water Department	\$35.00
2015 73679	Haverhill Water Department	\$35.00
2015 73678	Haverhill Water Department	\$35.00
2015 73677	Haverhill Water Department	\$35.00
2015 73676	Haverhill Water Department	\$35.00
2015 73663	Haverhill Water Department	\$35.00
2015 73662	Haverhill Water Department	\$35.00
2015 73661	Haverhill Water Department	\$35.00
2015 73660	Haverhill Water Department	\$35.00
2015 73659	Haverhill Water Department	\$35.00
2015 73658	Haverhill Water Department	\$35.00
2015 73657	Haverhill Water Department	\$35.00
2015 73656	Haverhill Water Department	\$35.00
2015 73655	Haverhill Water Department	\$35.00
2015 73654	Haverhill Water Department	\$35.00
2015 73653	Haverhill Water Department	\$35.00
2015 73652	Haverhill Water Department	\$35.00
2015 73651	Haverhill Water Department	\$35.00
2015 73650	Haverhill Water Department	\$35.00
2015 73649	Haverhill Water Department	\$35.00
2015 73648	Haverhill Water Department	\$35.00
2015 73647	Haverhill Water Department	\$35.00
Q1023900-26504	Haverhill Water Department	\$1,062.60
10/8/2015	J Bresnahan Company	\$190.80

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total
109/ thru11/30/15	Jessica Maguire	\$29.50
9/1 thru 9/30/15	Karen Burns	\$280.80
10/1 thru 10/30/15	Karen Burns	\$294.84
11/2 thru 11/30/15	Karen Burns	\$238.68
8/26,27,28 2015	Karen Burns	\$42.12
7/1 thru 7/30/15	Karen Burns	\$210.60
46087	KC Carpets Inc	\$1,282.00
9/4 thru 11/30/15	Kimberlee Simpson	\$112.93
42170	Lakeside Motors	\$709.91
42388	Lakeside Motors	\$405.24
42377	Lakeside Motors	\$374.49
42366	Lakeside Motors	\$259.46
42350	Lakeside Motors	\$583.15
42353	Lakeside Motors	\$165.00
42278	Lakeside Motors	\$157.50
42295	Lakeside Motors	\$156.70
42264	Lakeside Motors	\$70.00
42203	Lakeside Motors	\$413.56
42233	Lakeside Motors	\$346.12
42234	Lakeside Motors	\$45.00
42226	Lakeside Motors	\$61.20
42158	Lakeside Motors	\$71.25
42139	Lakeside Motors	\$745.26
42140	Lakeside Motors	\$95.33
42137	Lakeside Motors	\$73.70
42124	Lakeside Motors	\$152.45

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total
42125	Lakeside Motors	\$527.75
42064	Lakeside Motors	\$712.02
11/9 thru 12/10	Laurie Lyons	\$340.00
27739851	Lenovo Financial Services	\$18,636.26
11/30 thru 12/4/15	London Livery	\$1,122.00
11/30 thru 12/4/15	London Livery	\$585.00
N5658243	Mail Finance Inc	\$334.00
Coaches XC Meet	Mass State Relays	\$250.00
20-00023	MAST Registrar	\$3,130.00
544142	Melanson Heath & Company PC	\$6,900.00
0003928-IN	MIAA	\$165.00
129958	Minuteman Press of Newburyport	\$542.82
78476	Minuteman Press of Newburyport	\$182.40
98850713 I	Moore Medical Corporation	\$198.25
616955	Nasco	\$155.62
410117	National Association of School Nurses	\$155.00
261357	Neptune Inc	\$153.85
261835	Neptune Inc	\$1,453.70
20151127	Nereida Rosario	\$1,578.00
20151211	Nereida Rosario	\$2,630.00
20151204	Nereida Rosario	\$2,630.00
Hourly 11/23-25/2015	Nicole Williams	\$193.80
Mileage 11/30-12/4/15	Nicole Williams	\$195.30
Hourly 11/30-12/4/15	Nicole Williams	\$160.50

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total
Mileage11/23-25/2015	Nicole Williams	\$194.85
1832-01 Nov 16 2015	Northeast Clinical Sevices, Inc.	\$720.00
1832-00 Nov 9 2015	Northeast Clinical Sevices, Inc.	\$420.00
1603-08 Nov 2015	Northeast Clinical Sevices, Inc.	\$435.00
003822	Northshore Education Consortium	\$1,400.00
003820	Northshore Education Consortium	\$7,371.03
003821	Northshore Education Consortium	\$3,427.20
003706	Northshore Education Consortium	\$2,822.40
003705	Northshore Education Consortium	\$6,070.26
4024221360	Pearson Education	\$58.96
4024104337	Pearson Education	\$7,886.92
4024104338	Pearson Education	\$562.76
464884	Pest-End Exterminators	\$85.00
464885	Pest-End Exterminators	\$50.00
464886	Pest-End Exterminators	\$40.00
464887	Pest-End Exterminators	\$50.00
464890	Pest-End Exterminators	\$50.00
464889	Pest-End Exterminators	\$40.00
463277	Pest-End Exterminators	\$85.00
Hunking Stamps	Postmaster-Haverhill	\$98.00
300149	PPS North America Inc.	\$280.00
Completed	PRM Engineering LLC	\$300.00
Design Fee	PRM Engineering LLC	\$2,750.00
I-2338	Quinns Locksmith Service	\$838.00

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total
I-2331	Quinns Locksmith Service	\$68.00
I-2336	Quinns Locksmith Service	\$650.00
25207	R & R Trophy and Awards Corp	\$240.00
20677887	Ricoh USA Inc	\$48.36
20677885	Ricoh USA Inc	\$184.83
20677886	Ricoh USA Inc	\$343.87
218XP	Rifton Equipment	\$4,335.75
220300	Rogers Spring Hill Garden & Farm Ctr Inc	\$88.26
238000	Ronnies Oil Service	\$3,958.05
72329	SANE	\$468.95
M5700565	Scholastic Inc	\$1,116.72
42103	Seacoast Vacuum Cleaner Hospital	\$122.47
4663286	Servpro	\$1,929.46
Nov 201	Shared Living Collaborative	\$705.92
77408	Sherwin Williams Company	\$92.53
7424-9	Sherwin Williams Company	\$48.90
H 07332	Shoe City Hardware	\$20.00
H 07310	Shoe City Hardware	\$13.48
106121	Signet Electronic Systems Inc	\$560.75
19832	SOS Security Systems	\$125.00
Mileage 7/6 thru 11/	SULLIVAN, RONALD J	\$49.68
214460	The New England Center for Children, Inc	\$26,389.80
15-74623	Trinity EMS Inc	\$1,190.00
Halt Stamps 4 Rolls	United States Postal Service	\$196.00

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total
Teach Stamps 2 rolls	United States Postal Service	\$98.00
369042 Oct 20 2015	VNA Care Network	\$200.00
JG Oct 2015	Wachusett Regional School District	\$1,353.24
JG September 2015	Wachusett Regional School District	\$1,288.80
JG July/Aug 2015	Wachusett Regional School District	\$1,546.56
JS Summer 2015	Wachusett Regional School District	\$427.50
JS Aug/Sept FY16	Wachusett Regional School District	\$687.50
BC Aug/Sept FY16	Wachusett Regional School District	\$687.50
603220200086457 0 Oct	Walmart Community	\$313.95
I28810840	WB Mason Co Inc	\$124.56
I28812088	WB Mason Co Inc	\$9.66
I28101082	WB Mason Co Inc	\$155.82
I28360049	WB Mason Co Inc	\$25.20
I28595104	WB Mason Co Inc	\$13.40
I29805930	WB Mason Co Inc	\$1,191.50
359	Weather Shield Inc	\$1,250.00
Haverhill activities	YMCA	\$350.00
1077138	Youth Light Inc	\$36.90
001	YWCA of Haverhill	\$500.00
Grand Total:		\$202,043.48
	End of Report	

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

EV 20160115 A

Invoice	Vendor	Total
4946-TTL 1	A Family Cab Inc	\$96.15
4953	A Family Cab Inc	\$50.00
W75HM101	ADI Inc	\$102.49
E-1979	Alice training Institute	\$1,190.00
17846	All-Comm Technologies Inc	\$9.62
T07180	AMEGO Inc	\$20,613.90
T07179	AMEGO Inc	\$18,333.90
71519	American Commercial Appliance Inc	\$423.53
71518	American Commercial Appliance Inc	\$480.36
71295	American Commercial Appliance Inc	\$891.58
70878	American Commercial Appliance Inc	\$136.00
SJA-1115	Amesbury Skate & Sport Shop	\$204.00
reimburse 11-3-15	Amy E Labb	\$26.34
7/3 thru 10/31/15	Amy Pike	\$381.90
reimburse	Anthony J Parolisi	\$21.93
303	Ariel Nelson	\$1,400.00
302	Ariel Nelson	\$1,400.00
Soccer	Ashley Derman	\$237.00
287240470758121 62015	AT&T Mobility	\$263.76
409	BERARD Systems	\$161.48
397	BERARD Systems	\$330.00
389	BERARD Systems	\$748.00
382	BERARD Systems	\$177.00
381	BERARD Systems	\$232.75

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total
52058	Beverly School for the Deaf	\$6,064.41
51999	Beverly School for the Deaf	\$7,165.16
51978	Beverly School for the Deaf	\$7,165.16
13874	Body Rags Clothing Co	\$1,150.00
Cell Nov 2015	Brian W Nagel	\$50.74
2634	C & S Airport Service LLC	\$750.00
2663	C & S Airport Service LLC	\$750.00
reimburse 11-5-15	Cecile Magglacono	\$46.00
2333	Central Mass Special Ed Collaborative	\$20,020.00
reimburse 11/3/15	Cheryl Dekeon	\$26.34
reimburse 11-5-15	Christina Sullivan	\$45.20
Football	Christopher DiGangi,	\$101.00
27894461	CIT Technology Financial Services	\$17,760.84
77046240	Coca-Cola Bottling Co of Northn New Eng	\$171.91
16-0005850	Collaborative for Regional Ed Services	\$7,560.00
16-0005395	Collaborative for Regional Ed Services	\$3,468.00
16-0005390	Collaborative for Regional Ed Services	\$4,573.00
16-0005388	Collaborative for Regional Ed Services	\$3,468.00
16-0005384	Collaborative for Regional Ed Services	\$3,468.00
16-0005396	Collaborative for Regional Ed Services	\$4,573.00
16-0005398	Collaborative for Regional Ed Services	\$4,879.00
16-0005406	Collaborative for Regional Ed Services	\$7,531.00
26448	College Board	\$265.00

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total
3761108265 Dec FY16	Comcast	\$83.26
1965	Coppola Bus Inc	\$666.00
1964	Coppola Bus Inc	\$1,924.00
1963	Coppola Bus Inc	\$962.00
1962	Coppola Bus Inc	\$962.00
IUSI0051178	CPI	\$150.00
802624	D&P Swimming Pool Construction Inc	\$708.90
Football	Daniel Newell	\$62.00
Football	David Fusco	\$62.00
11/20 - 12/10/2015	Dawn M Caputo	\$51.75
348676	Delta-T Group	\$560.00
88739	Demers Plate Glass Company	\$30.72
88704	Demers Plate Glass Company	\$210.00
88683	Demers Plate Glass Company	\$396.20
88685	Demers Plate Glass Company	\$127.81
88656	Demers Plate Glass Company	\$127.81
Oct 2015 4332058	Demoulas Supermarkets Inc	\$2,641.02
Statement 11/28/15	Demoulas Supermarkets Inc	\$4,308.58
reimburse 12-15-15	Denise Johnson	\$129.05
2015-148	Design Partnerships Architects Inc	\$2,500.00
20912257	Direct Energy Services LLC	\$248.59
33443919	Direct Energy Services LLC	\$60.06
90289054	Direct Energy Services LLC	\$128.47

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total
62327146	Direct Energy Services LLC	\$506.36
33543062	Direct Energy Services LLC	\$240.25
19405336	Direct Energy Services LLC	\$154.32
15022864	Direct Energy Services LLC	\$291.97
24323005	Direct Energy Services LLC	\$578.93
83473745	Direct Energy Services LLC	\$80.08
57582142	Direct Energy Services LLC	\$524.71
79632922	Direct Energy Services LLC	\$41.71
493190	Easter Seals NH	\$8,614.50
493520	Easter Seals NH	\$27,663.90
Field Hockey	Elizabeth Clark	\$78.00
Soccer	Elvis Perdoj	\$78.00
311081	Embree Elevator	\$317.50
310395	Embree Elevator	\$415.00
310390	Embree Elevator	\$415.00
310356	Embree Elevator	\$920.00
310307	Embree Elevator	\$460.00
310265	Embree Elevator	\$3,854.50
1021000	Evergreen Center Inc	\$15,195.30
1020936	Evergreen Center Inc	\$13,484.40
Y157275	Fantini Baking Company Inc	\$22.15
Y156856	Fantini Baking Company Inc	\$12.89
Y156231	Fantini Baking Company Inc	\$44.36
Y155540	Fantini Baking Company Inc	\$19.41
Y154663	Fantini Baking Company Inc	\$29.41

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total
Y154255	Fantini Baking Company Inc	\$22.60
Y152948	Fantini Baking Company Inc	\$17.50
reimburse 11-3-15	Frances E Kaplan	\$26.34
Football	Fred Simm	\$85.00
Football	Frederick Stec	\$101.00
122015CP	Futures Clinic	\$8,730.86
1511159	Gale Associates Inc	\$2,250.00
1510276	Gale Associates Inc	\$3,866.25
365	Gamble Neuropsycholgy & Educational	\$4,320.00
364	Gamble Neuropsycholgy & Educational	\$4,376.25
14434	Game Salad Inc	\$1,948.00
15211	Gifford School	\$5,581.27
15181	Gifford School	\$5,581.27
Soccer	Glenn Lavallee	\$218.00
805-348	Green Air Solutions LLC	\$600.00
INV001246	Hanover Research Council	\$17,500.00
Tech1	Haverhill High School Store	\$285.00
M24	Haverhill Schools Food Service	\$63.00
reimburse 12-15-15	Heather P Azzarito	\$50.00
Soccer	Iir Gaxhi,	\$134.00
travel reimburse	Jacqueline Duane	\$575.80
reimburse 11/15-17	Jacqueline Duane	\$191.28
webinar 3/25/15	Jacqueline Duane	\$45.00
IVC0004812	James F Farr Academy Inc	\$5,777.10

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total
Soccer	James Menter	\$1,158.50
000000018	JCJ Architecture	\$47,860.00
Football	Jeffrey M Farelli	\$101.00
Soccer	Jennifer Navichoque	\$300.00
Football	John Blatti	\$62.00
Football/Soccer	John McCauley	\$122.50
1510040-09	John Turner Consulting	\$3,863.00
32	Joslin, Lesser & Associates, Inc.	\$47,500.00
12250516HAV	Justice Resource Institute	\$786.75
12450516HAV	Justice Resource Institute	\$4,407.84
Football	Justo Rivera	\$62.00
reimburse Amazing	Karen Ehresman	\$90.76
reimburse 12-15-15	Karen Ehresman	\$174.53
Library membership	Kathleen A DiBurro	\$118.00
reimburse 12-9-15	Katie Vozeolas	\$62.27
Football	Kenneth Dion	\$62.00
Soccer	Kevin Canty	\$89.00
Travel 9/29-12/9/15	Kevin Higginbottom	\$120.06
Football	Kevin OReal	\$85.00
Travel Conference	Krysten Howell	\$62.91
044194	Lahey Health Behavioral Services	\$3,809.88
044193	Lahey Health Behavioral Services	\$3,007.80
42566	Lakeside Motors	\$45.20
42551	Lakeside Motors	\$45.00

City of Haverhill Massachusetts

Fiscal Year: 2016-2016

LEA Warrant

Invoice	Vendor	Total
42503	Lakeside Motors	\$483.20
42533	Lakeside Motors	\$57.05
42454	Lakeside Motors	\$45.00
42430	Lakeside Motors	\$508.70
42411	Lakeside Motors	\$280.00
42435	Lakeside Motors	\$35.25
1215055E	Lighthouse School Inc	\$6,593.45
1215055D	Lighthouse School Inc	\$6,593.45
1215055C	Lighthouse School Inc	\$6,593.45
1215055B	Lighthouse School Inc	\$6,593.45
1215055A	Lighthouse School Inc	\$6,593.45
1215055	Lighthouse School Inc	\$6,593.45
travel 11-3-15	Lisa Begley	\$9.43
20958	LobbyGuard Solutions, LLC	\$8,100.00
12/7 - 12/11/15	London Livery	\$1,112.00
12/7 thru 12/11/15	London Livery	\$455.00
nov 18 - 25 2015	London Livery	\$1,359.00
Nov 18-25/2015	London Livery	\$780.00
11/4 thru 11/17 2015	London Livery	\$1,170.00
11/12 -11/17/2015	London Livery	\$935.00
0029	Lucos Transportation LLC	\$650.00
0028	Lucos Transportation LLC	\$650.00
12/1 thru 12/4/15	Lucos Transportation LLC	\$430.00
2015-1001-1101	Maria Anzalone	\$150.00
Football	Mark Kotchian	\$79.00
Spotlight	Marylee P Murray	\$53.00

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total
2016-072	MATSOL	\$395.00
594539	May Institute	\$6,490.26
165940	Medford Wellington Service	\$877.45
165376	Medford Wellington Service	\$1,014.60
159318	Medford Wellington Service	\$522.50
0017637-IN	Melmark Inc	\$25,536.25
0017636-IN	Melmark Inc	\$20,999.71
0017716-IN	Melmark Inc	\$800.00
0017635-IN	Melmark Inc	\$7,724.12
0017634-IN	Melmark Inc	\$7,724.12
0017745-IN	Melmark Inc	\$360.00
0017735-IN	Melmark Inc	\$756.00
008	Merrimac Heights Academy	\$240.00
Haverhill MA, Super	Merrimack Valley Superintendents Assoc	\$100.00
Cross Country	Michael Costanzo	\$150.00
travel reimburse	Michael G Maguire	\$141.85
Football	Michael Hamel	\$62.00
Soccer	Michael Wallace	\$78.00
00453882	Middlesex Gases & Technologies Inc	\$98.79
reimburse 11/3/15	Mikaela Carrozza	\$26.34
78745	Minuteman Press of Newburyport	\$743.40
78343	Minuteman Press of Newburyport	\$78.92
27627-01004 Dec FY16	National Grid - Electric	\$2,495.63
27060-16008 Dec FY16	National Grid - Electric	\$806.59
39522-39005 Nov	National Grid - Electric	\$854.49

City of Haverhill Massachusetts

Fiscal Year: 2016-2016

LEA Warrant

Invoice	Vendor	Total
FY16		
26472-97007 FY16	National Grid - Electric	\$645.89
51428-60003 Nov FY16	National Grid - Electric	\$777.78
14022-64001 Nov FY16	National Grid - Electric	\$929.89
14022-62007 Nov FY16	National Grid - Electric	\$1,117.52
26733-86011 Nov FY16	National Grid - Electric	\$5,223.40
26472-98004 Nov FY16	National Grid - Electric	\$53.16
88820-20008 FY16	National Grid - Electric	\$1,233.39
63897-99004 FY14	National Grid - Electric	\$2,973.18
39155-79004 Nov FY16	National Grid - Electric	\$5,721.71
40128-13300 Nov FY16	National Grid/Gas	\$2,159.67
40024-19750 Nov FY16	National Grid/Gas	\$1,762.51
40028-22090 Nov FY16	National Grid/Gas	\$2,582.01
40128-13330 Nov FY16	National Grid/Gas	\$3,116.85
40024-19050 Nov FY16	National Grid/Gas	\$1,992.36
4024228296	NCS Pearson	\$686.97
HAV1215W	New England Academy	\$5,140.80
SO0350712	New England Coffee	\$177.80
Hourly 12/14-12/18	Nicole Williams	\$289.05
Mileage 12/14-12/18	Nicole Williams	\$292.95
Hourly 12/7-12/11/15	Nicole Williams	\$250.95
Mileage	Nicole Williams	\$259.65

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total
12/7-12/1/15		
1832-05 Dec 7 2015	Northeast Clinical Sevices, Inc.	\$420.00
1832-04 Dec 2 2015	Northeast Clinical Sevices, Inc.	\$420.00
1832-03 11/30/15	Northeast Clinical Sevices, Inc.	\$420.00
1832-02 11/23/15	Northeast Clinical Sevices, Inc.	\$420.00
004631	Northshore Education Consortium	\$3,427.20
004306	Northshore Education Consortium	\$7,371.03
004309	Northshore Education Consortium	\$2,161.72
004308	Northshore Education Consortium	\$1,400.00
15004	NRT Bus Inc	\$86,057.10
11/2 - 11/30/15	Patricia A Bombard	\$25.70
4024180194	Pearson Education	\$1,688.29
4024188190	Pearson Education	\$1,406.91
4024173362	Pearson Education	\$3,822.58
4024155459	Pearson Education	\$2,926.37
464892	Pest-End Exterminators	\$50.00
464893	Pest-End Exterminators	\$50.00
464888	Pest-End Exterminators	\$55.00
464891	Pest-End Exterminators	\$50.00
464899	Pest-End Exterminators	\$50.00
464900	Pest-End Exterminators	\$60.00
464897	Pest-End Exterminators	\$45.00
464898	Pest-End Exterminators	\$45.00
464894	Pest-End Exterminators	\$45.00

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total
464895	Pest-End Exterminators	\$45.00
5152265594	Phonak Hearing Systems	\$2,535.39
V939706	Pitney Bowes	\$2,000.00
2445817-DC15	Pitney Bowes	\$134.44
754394	Por-Shun Inc	\$72.12
752613	Por-Shun Inc	\$54.65
S3480466.001	Portland Group	\$12.65
12952	Protestant Guild for Human Services Inc	\$20,814.02
I-2362	Quinns Locksmith Service	\$262.00
I-2364	Quinns Locksmith Service	\$635.00
I-2365	Quinns Locksmith Service	\$75.00
I-2366	Quinns Locksmith Service	\$90.00
I-2346	Quinns Locksmith Service	\$380.00
I-2337	Quinns Locksmith Service	\$50.00
I-2323	Quinns Locksmith Service	\$59.00
I-2315	Quinns Locksmith Service	\$60.00
I-2314	Quinns Locksmith Service	\$100.00
I-2307	Quinns Locksmith Service	\$1,096.00
I-2304	Quinns Locksmith Service	\$375.00
I-2297	Quinns Locksmith Service	\$75.00
I-2293	Quinns Locksmith Service	\$22.00
250469 12/8/15	R & H Theatricals	\$1,948.00
25193	R & R Trophy and Awards Corp	\$188.00
reimburse 11-18-15	Rashaun Martin	\$1,388.10
05J0438358871	Ready Refresh by Nestle	\$31.41
Football	Robert Ferreira	\$85.00

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total
Soccer	Robert Minichiello	\$89.00
Football	Robert O'Real	\$85.00
Football	Robert V DeFrancisco	\$52.50
226957	Rogers Springhill Farm Inc	\$275.00
Football	Roland Chretien	\$87.50
Football	Ronald Annand	\$85.00
04012925	Ronald Seaboyer Electrical Maintenance	\$3,000.00
240415	Ronnies Oil Service	\$151.60
2110328	Rooter-Man / Daigle Enterprise Inc	\$120.00
138857	Russos	\$28.99
134628	Russos	\$19.80
1115	S. P. & R. Transportation, Inc.	\$4,815.00
1015	S. P. & R. Transportation, Inc.	\$5,679.00
3018972-00	School Health	\$479.72
CM58528	SEEM Collaborative	(\$3,021.70)
58527	SEEM Collaborative	\$4,669.90
5828	SEEM Collaborative	\$4,669.90
FH/Soccer/Football	Shannon Pettis	\$192.50
Application 7	Shawmut Design & Construction	\$3,535,848.64
8065-9	Sherwin Williams Company	\$41.87
8038-6	Sherwin Williams Company	\$89.18
7944-6	Sherwin Williams Company	\$80.32
7894-3	Sherwin Williams Company	\$59.66
7825-7	Sherwin Williams Company	\$177.44

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total
H 07376	Shoe City Hardware	\$64.99
H 07213	Shoe City Hardware	\$13.29
H 07152	Shoe City Hardware	\$4.92
H 07125	Shoe City Hardware	\$12.18
H 07048	Shoe City Hardware	\$43.75
H 07033	Shoe City Hardware	\$4.80
H 07027	Shoe City Hardware	\$28.12
H 06935	Shoe City Hardware	\$27.38
H 06913	Shoe City Hardware	\$34.67
H 06843	Shoe City Hardware	\$419.98
H 06552	Shoe City Hardware	\$31.69
H 06752	Shoe City Hardware	\$175.97
106253	Signet Electronic Systems Inc	\$1,100.75
106037	Signet Electronic Systems Inc	\$1,074.50
105721	Signet Electronic Systems Inc	\$521.50
105722	Signet Electronic Systems Inc	\$223.50
414-1	SPS New England Inc	\$54,500.00
181,496	St Anns Home	\$4,940.64
181,472	St Anns Home	\$4,666.16
181,513	St Anns Home	\$4,940.64
181,484	St Anns Home	\$4,940.64
181,413	St Anns Home	\$4,060.80
Feb 2016	St James Parish - RCAB	\$24,212.70
Football	Stephen L Misserville	\$101.00
Football	Stephen Mulvey	\$62.00

City of Haverhill Massachusetts

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LEA Warrant

Invoice	Vendor	Total
Soccer	Steven Derman	\$395.00
34342	Tel-Net	\$187.50
347109173	Terminix Processing Center	\$35.00
347109218	Terminix Processing Center	\$35.00
347038218	Terminix Processing Center	\$39.00
347038061	Terminix Processing Center	\$95.00
347037945	Terminix Processing Center	\$45.00
346889744	Terminix Processing Center	\$35.00
346955488	Terminix Processing Center	\$35.00
346627097	Terminix Processing Center	\$35.00
346624512	Terminix Processing Center	\$35.00
346624136	Terminix Processing Center	\$35.00
346527459	Terminix Processing Center	\$35.00
346524377	Terminix Processing Center	\$35.00
346523906	Terminix Processing Center	\$35.00
346523867	Terminix Processing Center	\$35.00
112015	Thomas B Benjamin MS	\$4,505.00
Football	Thomas Brow	\$101.00
Confernce	Timothy Rooney	\$62.91
Football	Trevor Ferguson	\$87.50
60830	University Cap and Gown	\$439.50
reimburse 11/3/15	Valerie D'Urso	\$26.34
127-Hav-Nov-410-FY16	Valley Collaborative	\$4,077.00
126-Hav-Nov-660-FY16	Valley Collaborative	\$4,887.00
9783729803 Oct FY16	Verizon - 15124	\$61.47
Deposit 12/8/15	Verizon Communications -	\$1,000.00

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total
	459	
Field Hockey	Virginia Scagle	\$78.00
369042 11/10/15	VNA Care Network	\$200.00
360019 11/10/15	VNA Care Network	\$200.00
I30017735	WB Mason Co Inc	\$23.80
I30016095	WB Mason Co Inc	\$143.95
CR2644341	WB Mason Co Inc	(\$143.95)
I28884525	WB Mason Co Inc	\$275.84
I28632121	WB Mason Co Inc	\$573.07
I28399798	WB Mason Co Inc	\$63.12
I28259420	WB Mason Co Inc	\$151.40
Travel 11-13-15	Wendy D Howell	\$26.34
IVC0002949	Whitsons New England Inc	\$117,961.96
PB-16-165	Willow Hill School	\$4,809.47
Grand Total:		\$4,539,557.97
		End of Report

CITY OF HAVERHILL

SC 01.14.16

**MASSACHUSETTS
CITY SOLICITOR'S OFFICE**

145 South Main Street
Bradford, MA 01835
(978) 891-5424
EMAIL: billcoxlaw@aol.com

7c.

**WILLIAM D. COX, JR.
CITY SOLICITOR**

**TO: Brian O'Connell, Business Manager
Haverhill Public Schools
4 Summer Street
Haverhill, MA 01830**

RE: Invoice - Kopelman and Paige, P.C. - Legal Services

Attached is the invoice for legal services performed by Kopelman and Paige, P.C. for the Haverhill Public Schools. While most of the services were related to a potential insurance claim against the Haverhill Public Schools, the last contact was for a matter that arose while I was on vacation. I recommend payment of same. Thank you.

Sincerely,



William D. Cox, Jr.

WDCjr/md
Encl.

KOPELMAN AND PAIGE, P.C.

101 ARCH STREET
BOSTON, MA 02110
(617) 556-0007

STATEMENT NO. 105818

MR. WILLIAM D. COX, JR.
CITY SOLICITOR
HAVERHILL PUBLIC SCHOOLS
145 SOUTH MAIN STREET
BRADFORD, MA 01835

OCTOBER 26, 2015

IN REFERENCE TO: PROFESSIONAL SERVICES THROUGH September 30, 2015

GENERAL LEGAL SERVICES

EXCHANGE E-MAILS WITH CITY SOLICITOR AND SUPERINTENDENT OF SCHOOLS RE:
EMPLOYEE PERSONNEL ISSUE.

TELEPHONE CONFERENCES WITH EXECUTIVE ASSISTANT TO SUPERINTENDENT RE:
POTENTIAL DISCIPLINE OF EMPLOYEE.

TELEPHONE CONFERENCES WITH EXECUTIVE ASSISTANT TO SUPERINTENDENT RE:
POTENTIAL DISCIPLINE OF EMPLOYEE.

EXCHANGE E-MAILS WITH AND REVIEW INFORMATION FORWARDED BY SCHOOL
SUPERINTENDENT RE: PENDING PERSONNEL MATTERS.

CONFERENCE CALL WITH SUPERINTENDENT AND MIDDLE SCHOOL PRINCIPAL RE:
TERMINATION OF EMPLOYEE; EXCHANGE E-MAILS WITH EXECUTIVE ASSISTANT TO
SUPERINTENDENT RE: SAME.

SUBTOTAL:	-----	-----
	1.10	192.50
 TOTAL:	 1.10	 192.50

ACCUMULATED DISBURSEMENTS AT COST; REPRODUCTION OF DOCUMENTS, EXPRESS MAIL, SPECIAL
POSTAGE, TOLL CALLS AND ON-LINE RESEARCH.

TOTAL COST:		0.00
 TOTAL DUE:	 \$	 192.50



Mayor James Fiorentini called the Regular Meeting to order at 7:01 p.m. Present were, Mr. Joseph Bevilacqua, Mr. Shaun Toohey, Attorney Paul Magliocchetti, Mr. Scott Wood, President, Mrs. Susan Danehy, Mrs. Maura Ryan-Ciardello, Vice President, Mrs. Julie R. Kukenberger, Assistant Superintendent and Mr. James F. Scully, Superintendent of Schools.

The Pledge of Allegiance was recited.

Public Participation

Peter Yannekouras, 85 Millvale Road, questioned and opposed the curriculum his son is being taught in his health class relative to sex education. He asked who approves the textbook. Superintendent Scully indicated the building principal oversees the material being taught.

Communication and Reports

Approval of the Memorandum of Agreement between the Haverhill School Committee and the Haverhill Administrative and Supervisory Group – Mr. Wood

Mr. Wood gave a synopsis the Memorandum of Agreement for the Administrative and Supervisory Group which is being brought forward from executive session. It includes 0% effective 7.1.13; 1% effective 7.1.15, \$1,000 effective 7.1.16, creating a new Step 5 for all columns on the schedule at \$2,500 above Step 4 effective 7.1.16, no employee shall advance more than one step in any given school year.

Members discussed their opposition to the MOA indicating it not being equitable for some.

Moved by Attorney Magliocchetti and seconded by Mrs. Danehy to approve the Memorandum of Agreement for the Administrative and Supervisory Group. A roll call vote was held and the results were the following:

Attorney Magliocchetti	Yes	Mrs. Danehy	Yes
Mr. Toohey	No	Mr. Bevilacqua	No
Mrs. Ryan-Ciardello	No	Mr. Wood	No
Mayor Fiorentini	Abstained		

Motion fails.

Approval of Memorandum of Agreement between the Haverhill School Committee and the Massachusetts Nurses Association on behalf Haverhill School Nurses – Mr. Wood

Attorney Magliocchetti gave a synopsis of the Memorandum of Agreement for the Haverhill School Nurses. It includes a three year contract from 7.1.14-6.30.17. Effective 1.1.16 the first three steps deleted with salary scale base increased by \$1,000, a new Step 15 at 3% added to the top of the salary scale, a \$500 annual stipend to those having NSNC certification, no employee shall advance more than one step in any given school year.

Moved by Mr. Wood and seconded by Mr. Toohey to approve the Memorandum of Agreement for the Haverhill School Nurses. A roll call vote was held and the results were the following:

Attorney Magliocchetti	Yes	Mrs. Danehy	Yes
Mr. Toohey	Yes	Mr. Bevilacqua	Yes
Mrs. Ryan-Ciardello	Yes	Mr. Wood	Yes
Mayor Fiorentini	Yes		

Motion passes.

Mayor Fiorentini asked members if there were no objections to change his previous vote on the MOA for Administrators to Yes. No objection was voiced. The vote shall reflect:

Attorney Magliocchetti	Yes	Mrs. Danehy	Yes
Mr. Toohey	No	Mr. Bevilacqua	No
Mrs. Ryan-Ciardello	No	Mr. Wood	No
Mayor Fiorentini	Yes		

Motion fails.

Student Advisory Council Report – Benjamin Roy

Ben was not in attendance.

Superintendent Comments/Reports

Administrative Agenda for January

Superintendent Scully will be providing an agenda of a collection of items to be addressed through the spring.

Today the head nurse was recognized at the Department of Health meeting. A donation from the Maddax Foundation for \$2,500 was received. The Superintendent informed members that his office will be moving in the coming months to the second floor in order for the sped office to move to the first floor.

Superintendent's Evaluation – Mr. Wood

Mr. Wood indicated all evaluations were received and tonight he was presenting a composite document; however, individual evaluations are available for review. The summative evaluation report for 2014-2015 performance ratings were in these areas:

- Instructional leadership
- Management and Operations
- Family and Community Engagement
- Professional Culture
- School Committee Criteria
- Superintendent
- 2014-2015 Superintendent's Performance Goals

The tallies for the five areas were:

- Unsatisfactory – 12
- Needs Improvement – 32
- Proficient – 83
- Exemplary – 33

Comments were made from individual members. It was noted the Mayor and Attorney Magliocchetti submitted their own evaluation with comments.

Superintendent Scully stated he shall respond in writing to the one member who gave the most unsatisfactory comments which were relevant and defamatory. He indicated the positives have come from his leadership in the district. Mayor Fiorentini stated that overall this was a good evaluation.

School Committee Communications

Expenses - Mr. Wood

Moved by Mr. Wood that the School Committee of the City hereby rescind its July 15, 2014 action to increase the school committee expense by \$2,400 per annum. Seconded by Attorney Magliocchetti. A roll call vote was held and the results were the following:

Attorney Magliocchetti	Yes	Mrs. Danahy	Yes
Mr. Toohy	Yes	Mr. Bevilacqua	Yes
Mrs. Ryan-Ciardiello	Yes	Mr. Wood	Yes
Mayor Fiorentini	Yes		

Motion passes.

Subcommittee Reports

Mrs. Danahy met with the Wellness Committee yesterday which is now being called the Health Advisory Group. They are redefining their goals bringing in more fitness and ways to eat healthier.

New Business

Moved by Mr. Wood and seconded by Mrs. Ryan Ciardiello to approve Warrant Number EV20151211 totaling \$1,752,399.95. A roll call vote was held and the results were the following:

Attorney Magliocchetti	Abstained	Mrs. Danahy	Yes
Mr. Toohy	Yes	Mr. Bevilacqua	Abstained
Mrs. Ryan-Ciardiello	Yes	Mr. Wood	Yes
Mayor Fiorentini	Yes		

Motion passes.

Moved by Mr. Bevilacqua to approve the awarding of the contract for Haverhill High School Roof Replacement and PV Installation.

Mayor Fiorentini asked members to designate MassAmerican Energy LLC as the contractor for the installation of a solar roof at the high school.

Members questioned Mr. Quincy Vale, representative, of their concerns:

- Location of solar panels in the parking area or a solar farm
- Concerns on the language
- Requesting a full presentation once a contract is finalized
- Providing a full schematic of what the roof will look like
- Roof maintenance, damage, and replacement
- Snow removal
- Safety for students
- Cost effective and savings to city; net metering
- Length of contract and bonding
- Roof design
- Timeframe of installation

Seconded by Mr. Toohey. A roll call vote was held and the results were the following:

Attorney Magliocchetti	Yes	Mrs. Danehy	Yes
Mr. Toohey	Yes	Mr. Bevilacqua	Yes
Mrs. Ryan-Ciardiello	Yes	Mr. Wood	No
Mayor Fiorentini	Yes		

Motion passes.

Moved by Mr. Bevilacqua and seconded by Mr. Toohey to accept the donation(s) to the Haverhill Public Schools. A roll call vote was held and the results were the following:

Attorney Magliocchetti	Yes	Mrs. Danehy	Yes
Mr. Toohey	Yes	Mr. Bevilacqua	Yes
Mrs. Ryan-Ciardiello	Yes	Mr. Wood	Yes
Mayor Fiorentini	Yes		

Motion passes.

The breakdown of this year's proceeds is as follows:

- \$5,000 to the Sapienza Scholarship Fund
- \$1,608 to the Joyce Mortarty Scholarship Fund
- \$400 to Haverhill Brightside
- \$300 to the Haverhill Police Auxiliary Force
- \$200 to the Cystic Fibrosis Foundation
- \$500 Haverhill High School Cross Country and Track & Field Teams
- \$100 Santa Parade
- \$100 Haverhill Public Library
- \$2,227 to the Andover Striders Running Club
- \$2,500 J. F. Maddox Foundation

Items by Consensus

approval of the minutes of November 12, 2015 (regular meeting)

approval of the conference request(s):

- Thomas O'Brien, HHS.11-15, December 11-15, 2015, Orlando, FL, NIAAA Convention, \$1,650

Moved by Mr. Wood and seconded by Mr. Toohey to approve the Items by Consensus. A roll call vote was held and the results were the following:

Attorney Magliocchetti	Yes	Mrs. Danehy	Yes
Mr. Toohey	Yes	Mr. Bevilacqua	Yes
Mrs. Ryan-Ciardiello	Yes	Mr. Wood	Yes
Mayor Fiorentini	Yes		

Motion passes.

Moved by Mr. Wood and seconded by Mr. Bevilacqua to suspend the rules to address outgoing members. A verbal vote indicated all in favor.

Members acknowledge the years of service for Mrs. Danehy, Mr. Toohey and Mr. Bevilacqua who in turn commented on their valuable experience working with members, staff and parents to move education forward in the district.

Executive Session/Adjournment

Moved by Mr. Toohey and seconded by Mr. Wood to adjourn the meeting and enter into Executive Session for the purpose of legal and negotiations. A verbal vote indicated all in favor.

Meeting adjourned at 8:35 p.m.

List of Documents included as part of packet: School Committee Agenda; Memoranda of Agreements with HPS Administrative and Supervisory and School Nurses Groups; Warrants; HHS Roof Replacement & PV Installation; Donation; minutes; conference request(s)



SC 01.14.16

Haverhill Public Schools

REQUEST FOR FIELD TRIP APPROVAL

80.

Please complete this form and submit to the Curriculum Supervisor or Department Director **and** your Building Principal for approval. When you have received the required signatures, please forward to the Assistant Superintendent of Schools for review and the final approval. **Please note the Assistant Superintendent must receive all forms a minimum of 14 days prior to the field trip.** In addition, if the field trip involves an overnight stay, is beyond a 120 mile radius of Haverhill or requires unconventional travel such as by air or on water, the approval of the Haverhill School Committee will be required. Please allow up to 30 days for processing.

Please Print:

Today's Date: 10.27.15

Staff Member Name: William Kate School: Haverhill High

Grade: 9-12 Course or Class of Students Attending: Haverhill Girls Volleyball

Date of Field Trip: From 8/31/16 To 9/1/16 Time: From all day To _____

Number of Students: 25-30 Number of School Staff: 2/3 Number of Parent/Guardian Chaperones: 1 +?
All chaperones must have an approved CORI on file with the HPS.

Is a School Nurse Required on this Field Trip? NO

Method of Travel (Please circle): WALKING BUS TRAIN AIRPLANE PRIVATE VEHICLE OTHER: _____

Destination	Address	Telephone Number of Site Location
1. <u>Disney World</u>	1. <u>Orlando, Florida</u>	1. <u>(800) 813-7193</u>
2. _____	2. _____	2. _____
3. _____	3. _____	3. _____

Direct curriculum relevance of Field Trip:

1. Unit/Topic: Varsity / Jr Varsity Volleyball

2. Standard(s): NA

3. Additional Information: Pre season volleyball play w teams across the U.S.

Describe in-class preparation before the field trip: FUND RAISING, practice

Describe follow-up work in class and/or homework: Season 2016

* If you would like to share additional information, please attach supporting documents and/or comments to this request form.

Cost assessed for individual student who is deemed able to pay:

\$ 200 - \$700

Source of additional funds to support the field trip:

\$ 600 - \$1100 From: Fund Raising

Estimated number of students to be denied attendance for behavior reasons or other reasons within the student's ability to control:

0

	Signature	Date	
Supervisor/Director	<u>[Signature]</u>	<u>10/27/15</u>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Declined
Principal	<u>[Signature]</u>	<u>10/27/15</u>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Declined
Assistant Superintendent	<u>[Signature]</u>	<u>11/24/15</u>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Declined

FIELD TRIP POLICY

Definitions.

- A. During the school day: Trips that take place on a school day and last no longer than one day.
- B. Extra-curricular: All trips except school day trips. For example, trips during vacations or the summer, or multiple days.

Purpose and Planning. Field trips should be directly related to the curriculum and appropriate to grade level. As such, they can serve as a valuable means to learn through experience and to increase motivation for learning.

Permission slips signed by a parent/guardian must be obtained ten days in advance and all health and/or safety considerations must be made known by sponsors to chaperones. Notices to the home about the trip should be included with the permission slips. Said notices shall include rules of behavior, information about the place to be visited, and the purpose as well as anticipated outcomes of the visit.

In planning the trip, time in travel should be kept to a minimum, particularly if similar activities can be found locally. If return time is late in the day or evening, a special notice shall be given to parents on the permission slip.

Field trips that occur over more than one school day, or are conducted during vacation and the summer, are considered to be extra-curricular in nature. Students who elect not to attend these trips will be provided learning opportunities that approximate those occurring on the trip.

Paying for Field Trips. No student should be denied the opportunity to attend field trips conducted during the school day because of the inability to pay.

Medical and other considerations for School Day Trips. If a student requires medications during the planned timeframe for a school day field trip, staff may be requested, but not required, to administer said medications. If the staff is unwilling to administer medication, then the school may ask for parent participation in the field day to assist with administering medications. If the parent does not attend the event and staff is unwilling or unable to administer medication, the school shall provide qualified medical assistance to accompany the student. The principal or superintendent may request a certification from a doctor to verify that a student is able to participate in a field trip. The school district is not able to provide medical support or personnel on extra-curricular trips.

Student Discipline: A student whose behavior does not meet reasonable standards during the school year and up to the date of the trip will not be permitted to participate. Student discipline as outlined in the school handbook or regulations will apply to students on official school field trips, regardless of the location of the trip.

If behavior difficulties are included in an IEP, then exclusion from field trips due to those behaviors must be discussed in an IEP or similar meeting. In the instance that a special needs student is considered for elimination from a field trip, the parent will be invited to participate in the meeting at which a final decision is made.

Parents are to be notified that the student is not able to attend a field trip. Provision must be made for in-school instruction to said students as well as to students who choose not to attend or who failed to return permission slips. The principal (or designee) shall be responsible for making appropriate arrangements. Students whose behavior improves prior to the date of the field trip may have the eligibility reinstated at the sole discretion of the principal. Grades and academic performance may not be used as criteria for exclusion from field trips. Students excluded from field trips shall be listed on the field trip request form.

Supervision and Chaperones. There shall be at least one chaperone for every ten (10) students to go on a field trip. Chaperones are to be at least twenty-one years of age and not accompanied by young family members requiring substantial supervision. The chaperone's full attention should be given to the students participating in the trip. There must be at least one professional staff member present for each classroom of students.

Using Privately Owned Vehicles (POVs): School district employees and parents may use their POV to transport students to a field trip provided that the principal approves, a copy of the insurance policy for the driver is provided to the principal who verifies the coverage meets minimum state standards, and the parents/guardians of the student agrees in writing to the transport arrangement.

Approval of Field Trips. Field trips shall be approved on the form provided by the Superintendent. A field trip will be required to have approval of the School Committee if it involves an overnight stay, is beyond a 120 mile radius of Haverhill or requires unconventional travel such as by air or on water.

Provisions for approval. Schools or activities must obtain quotes from at least 3 competing companies for field trip coordination and transportation. The least expensive quote that meets trip specifications should be selected, unless there are documented, cogent reasons why the low bidder should not be accepted. Contracts with travel companies must include an escape clause that provides a rebate for monies expended before the trip in the case of an official travel warning for a specific travel area or an orange alert declaration.

04 1 PM 10 28 100 1002

HAVERRILL PUBLIC SCHOOLS

771HRE3VH

10/10/2015

11/11/15


11/11/15

We are requesting to return to the KSA Fall Classic Volleyball Tournament held at Disney World in Orlando, FL. We participated in 2014 and the trip proved to be a milestone in the players' high school career. We were able to compete with teams from Wisconsin, Texas, Alabama, Maryland and Florida. The team worked throughout the winter, spring and summer to prepare for the event. The team developed a closeness I have not witnessed before. That team closeness was a major part of our success that year. One player received a \$500 scholarship from KSA as a result of our attendance.

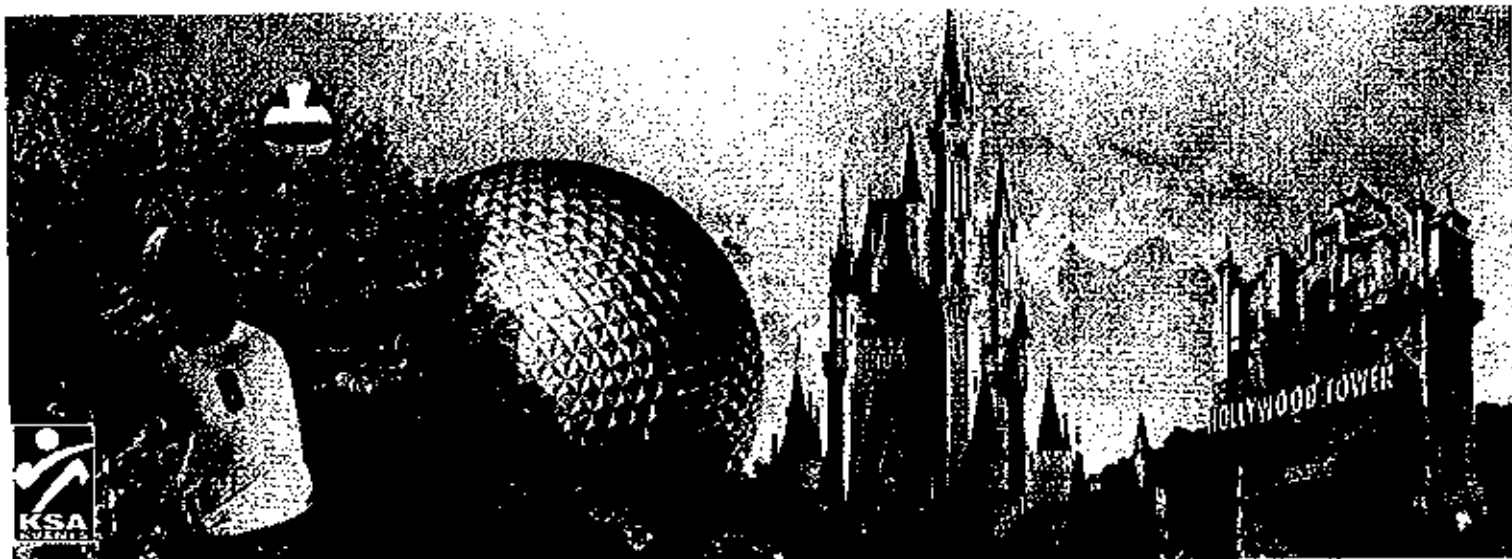
The group travelling in 2016 is comprised mainly of girls who were not a part of the 2014 trip so the experience and benefits will be new to most. All players/families on the team were invited; parents decided that they would fund up to 50% however our goal is to fund 100% of the trip. The cost for KSA is fixed, airline fees will be selected from a minimum of three options. The group will select which option works best financially and logistically.

Families are allowed to travel with the team if they choose. I will bring myself and a minimum of one other coach; if we need a third coach to travel with us we can accommodate that need. My wife will be travelling with us making the number of adults a minimum of 3.

Submitted by,

A handwritten signature in black ink, appearing to read 'William Kaste', written in a cursive style.

William Kaste
Varsity Volleyball Coach



Bill Kaste
HAVERHILL HIGH SCHOOL
137 MONUMENT ST
HAVERHILL, MA 01832-2597

Coach,

On behalf of KSA Events, I would like to take this opportunity to cordially invite HAVERHILL HIGH SCHOOL to participate in one of our KSA Events Fall Classic Volleyball Tournament held at the ESPN Wide World of Sports Complex in September of 2016. We are very excited you are thinking about joining us this year as we expect it to be our biggest and best tournament yet! High School is so short and before you even realize it, it's over. For some of your players, this might be their last season of Volleyball.

Our purpose at KSA Events is to promote education through athletics on three levels. First, the education of participation itself (teamwork, goal-setting, and sportsmanship); second, the experience of participating in a KSA sporting event (team travel, inter-state competition, and participation in world-class facilities); and third, the promotion of continuing education through the award of college scholarships (promoting off the field success in all realms of personal development).

Our Tournament Packages include everything you need for an easy and successful trip:

- Competition at a World Class Facility
- ESPN Wide World of Sports complex admission
- Hotel Accommodations and Walt Disney World Theme Park Tickets
- Guaranteed minimum of 6 matches (more or less available based on your schedule), JV Games Available
- Competing Teams From Across the Country & Canada
- Multiple Levels of Competition from Re-Building to Competitive
- Exclusive Celebration of Athletes Celebration
- Coaches Comps And Much More...

By taking your team on the road, you are allowing them to experience a truly unique opportunity. Exposing your team to a whole new world of responsibility and competition is sure to develop lifelong skills proving the educational benefits of sports.

KSA Events is here to make the experience happen for you. We take care of everything and are dedicated to making it stress free for you to travel! From fundraising plans to group airfare to fan packages to meal plans, KSA Events is your One Stop Shopping for everything! Each step of the way, we are there to assist you! I know this season is incredibly important for you! I truly believe that by attending our Event your players will return to finish their season with memories that will make this season unlike any other.

Keep in mind that these proposals are fully customizable and can be formatted to best fit your team's goals both on and off the court! The final price will be based on your customized package! Please look them over and give me a call so that we can talk about how to make this a possibility for your team! I really hope that we can make this happen and that we will see you and your team at the 2016 KSA Events Fall Classic Volleyball Tournament!

Sincerely,

Todd Hayes
Tournament Director
Todd@KSAEvents.net
800-813-7193 (office)
407-506-9398 (cell)



HAVERHILL HIGH SCHOOL

KSA 2016 Fall Classic Volleyball Tournament

Wed. August 31, 2016 – Sun. September 4, 2016

LAND ONLY PACKAGE

KSA EVENTS VOLLEYBALL INCLUSIONS:

- One (1) Official KSA Events Commemorative Item
- Tournament Trophies (for each bracket finalist)
- Game Officials, Scorekeepers and Medical Trainers
- Admission to the KSA Events 2016 Volleyball Tournament at the **ESPN Wide World of Sports**
 - *Tournament Entry Fee is an additional \$500 and will be added to your invoice*

ACCOMMODATIONS:

- (4) Nights Accommodations at Disney's Pop Century Resort or Disney's Coronado Springs Resort

TRANSPORTATION:

- Airport Transfers to and from Orlando International Airport
- Shuttle Service to and from all Tournament Games
- Shuttle Service to and from KSA Event's Private Team Dinner in Theme Park
- Shuttle to and from the Walt Disney Resort Theme Parks

ADMISSIONS:

- Four Day Magic Your Way Park Hopper Premium Pass Including Unlimited Admission to:
Magic Kingdom, Epcot, Disney's Hollywood Studios, Disney's Animal Kingdom
 - **PLUS** Four Additional Fun Visits to Blizzard Beach, Typhoon Lagoon, and Disney Quest
- Admission to Private Team Dinner and Private Viewing of Illuminations Reflections of Earth or Disney's Fantasmic
- Awards Ceremony for each Tournament Bracket

KSA MEAL PLAN:

- (3) Breakfast Meal Vouchers for use at the Resort
- (1) Team Buffet Breakfast at the Rainforest Cafe
- (3) Dinner Meal Vouchers for use at the Theme Parks, ESPN Wide World of Sports Grille, or Resort
- (1) Buffet Dinner at Private Team Dinner in Theme Park with a Private viewing of Illuminations Reflections of Earth at Disney's Epcot or Disney's Fantasmic at Disney's Hollywood Studios
- (1) Unlimited Refillable Souvenir Beverage Mug for use at the Resort

OTHER SPECIAL INCLUSIONS:

- One Complimentary Package for Every Twenty Full Paying Passengers
(Discount based on Quad Occupancy)
- KSA Events Representatives to Assist Your Group
- All Taxes and Gratuities

COST PER PERSON at Value Resort

Quad Occupancy (4 per room): \$989
Triple Occupancy (3 per room): \$1,039
Double Occupancy (2 per room): \$1,129
Single Occupancy (1 per room): \$1,399

COST PER PERSON at Moderate Resort

Quad Occupancy (4 per room): \$1,049
Triple Occupancy (3 per room): \$1,199
Double Occupancy (2 per room): \$1,249
Single Occupancy (1 per room): \$1,629



HAVERHILL HIGH SCHOOL

KSA 2016 Fall Classic Volleyball Tournament

Wed. August 31, 2016 – Sun. September 4, 2016

SAMPLE ITINERARY

Wednesday, August 31, 2016

- Team Flight to Orlando, FL
- Arrival In Orlando & Welcome from KSA Events
- Transfer to Resort for Registration and Orientation (No-Hassle Check in)
- Head to the Disney's Blizzard Beach or Typhoon Lagoon
- Dinner at Resort with a **Meal Voucher**
- Pre-Tournament Coaches Meeting
- Room Check and Lights Out

Thursday, September 1, 2016

- Breakfast at the Resort with a **Meal Voucher**
- Transfer to Round 1 of the **KSA 2016 Volleyball Tournament**
- Transfer back to hotel to shower and change
- Transfer to **Epcot**
 - Enjoy Soarin', Test Track and other popular attractions
 - Don't miss IllumiNations: Reflections of Earth – Epcot's Fireworks Spectacular
- Dinner in the Park with a **Meal Voucher**
- Transfer Back to Hotel
- Room Check and Lights Out

Friday, September 2, 2016

- Breakfast at the Resort with a **Meal Voucher**
- Transfer to Round 2 of the **KSA 2016 Volleyball Tournament**
- Transfer to **Magic Kingdom**
 - Enjoy space Mountain, Thunder Mountain and Splash Mountain
 - Don't Miss "Wishes" – Magic Kingdom's Nightly Fireworks
- Dinner in the Park With a **Meal Voucher**
- Transfer Back to Hotel
- Room Check and Lights Out

Saturday, September 3, 2016

- Breakfast at the Resort with a **Meal Voucher**
- Transfer to Round 3 of the **KSA 2016 Volleyball Tournament**
- Transfer to **Disney's Hollywood Studios**
 - Enjoy Rock N' Roller coaster and Tower of Terror
- Transfer Back to the Hotel
- Transfer to **KSA Events Private Team Dinner and Private Viewing of Illuminations Reflections of Earth or Disney's Fantasmic**
- Transfer Back to Hotel
- Room Check and Lights Out

Sunday, September 4, 2016

- Check Out of Rooms and Store Your Luggage
- Transfer to Rainforest Café at Animal Kingdom for Private Team Buffet Breakfast
- Enjoy **Team Buffet Breakfast at Rainforest Cafe**
- After Breakfast enter **Disney's Animal Kingdom**
 - Enjoy Expedition Everest and Kilimanjaro Safaris
- Return to the Hotel and Gather Your Luggage
- Load the Buses and Depart for the Airport



HAVERHILL HIGH SCHOOL

KSA 2016 Fall Classic Volleyball Tournament

Wed. August 31, 2016 – Sun. September 4, 2016



Next Steps



-
- ***Establish a Fundraising Plan***
 - 95% of our schools fundraise the entirety of their trips!! It is all about having a plan!!
 - Break the trip up into smaller payments, divide and conquer!
 - We can help! We can send you our fundraising booklet, links to fundraising websites, and provide sample formats for letters to local businesses as well as sample fundraising plans!!!
 - ***Set Up A Parent Meeting***
 - We can send you a PowerPoint Presentation, Sample Parent Packages, Student Commitment Forms, and several other materials that will make it very easy to present the trip to your parents!!!
 - ***Get Board Approval***
 - Have any other teams in your school traveled?? If so they may be familiar with the process at your school
 - Get on the agenda for your next school board meeting
 - If you need a letter of invitation or a description of our company just let us know and we can easily provide that as well as any other documentation you may need!
 - ***Send In Your Initial Documents***
 - ***Team Application:*** This will allow us to issue you a preliminary invoice as well as help us to bracket the team come tournament time
 - ***Airline Request Form:*** If the team is planning on flying this will give our air department an idea of where you would like to fly out of, what time of day you would like to leave, as well as how many seats they should be looking for
 - ***Parent Sign Up Sheet:*** This sheet will list the contact information for any families who may be interested in traveling with the team.
 - ***Team Travel Agreement:*** This document has to be signed by either your Principal or your AD. This will allow us to officially block resort rooms for your team
-

Remember We Are Here To Help You Every Step of The Way!!!



Haverhill Public Schools

REQUEST FOR FIELD TRIP APPROVAL

80.

Please complete this form and submit to the Curriculum Supervisor or Department Director **and** your Building Principal for approval. When you have received the required signatures, please forward to the Assistant Superintendent of Schools for review and the final approval. **Please note the Assistant Superintendent must receive all forms a minimum of 14 days prior to the field trip.** In addition, if the field trip involves an overnight stay, is beyond a 120 mile radius of Haverhill or requires unconventional travel such as by air or on water, the approval of the Haverhill School Committee will be required. **Please allow up to 30 days for processing.**

Please Print:

Today's Date: Nov. 2, 2015

Staff Member Name: Antonietta M. Diskin School: HHS

Grade: 9-12 Course or Class of Students Attending: Italian

Date of Field Trip: From April 13/17 To April 22/17 Time: From _____ To _____

Number of Students: 12-20 Number of School Staff: 1 Number of Parent/Guardian Chaperones: 2

Is a School Nurse Required on this Field Trip? No

All chaperones must have an approved CORI on file with the HPS.

Method of Travel (Please circle): WALKING BUS TRAIN AIRPLANE PRIVATE VEHICLE OTHER: _____

Destination	Address	Telephone Number of Site Location
1. <u>Rome, Italy</u>	1. <u>Local Hotel</u>	1. <u>N/A</u>
2. <u>Florence, Italy</u>	2. <u>" "</u>	2. <u>" "</u>
3. <u>Venice, Italy</u>	3. <u>" "</u>	3. <u>" "</u>

Direct curriculum relevance of Field Trip:

1. Unit/Topic: Greetings, Asking for: name, direction, general info.

2. Standard(s): Communication, Cultural

3. Additional Information: _____

Describe in-class preparation before the field trip: Students will study Italian for at least 1 year.

Describe follow-up work in class and/or homework: Students will continue to learn and practice Italian.

* If you would like to share additional information, please attach supporting documents and/or comments to this request form.

Cost assessed for individual student who is deemed able to pay:

\$ 2,998.00

Source of additional funds to support the field trip:

\$ 200.00-300.00 From: Fundraising

Estimated number of students to be denied attendance for behavior reasons or other reasons within the student's ability to control:

1

	Signature	Date	
Supervisor/Director	<u>Barbara Martin</u>	<u>11/16/15</u>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Declined
Principal	<u>Beth Pitts</u>	<u>11/9/15</u>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Declined
Assistant Superintendent	<u>Julie R. Rubino</u>	<u>11/24/15</u>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Declined

Rashaw
11-16-1

FIELD TRIP POLICY

Definitions.

- A. During the school day: Trips that take place on a school day and last no longer than one day.
- B. Extra-curricular: All trips except school day trips. For example, trips during vacations or the summer, or multiple days.

Purpose and Planning. Field trips should be directly related to the curriculum and appropriate to grade level. As such, they can serve as a valuable means to learn through experience and to increase motivation for learning.

Permission slips signed by a parent/guardian must be obtained ten days in advance and all health and/or safety considerations must be made known by sponsors to chaperones. Notices to the home about the trip should be included with the permission slips. Said notices shall include rules of behavior, information about the place to be visited, and the purpose as well as anticipated outcomes of the visit.

In planning the trip, time in travel should be kept to a minimum, particularly if similar activities can be found locally. If return time is late in the day or evening, a special notice shall be given to parents on the permission slip.

Field trips that occur over more than one school day, or are conducted during vacation and the summer, are considered to be extra-curricular in nature. Students who elect not to attend these trips will be provided learning opportunities that approximate those occurring on the trip.

Paying for Field Trips. No student should be denied the opportunity to attend field trips conducted during the school day because of the inability to pay.

Medical and other considerations for School Day Trips. If a student requires medications during the planned timeframe for a school day field trip, staff may be requested, but not required, to administer said medications. If the staff is unwilling to administer medication, then the school may ask for parent participation in the field day to assist with administering medications. If the parent does not attend the event and staff is unwilling or unable to administer medication, the school shall provide qualified medical assistance to accompany the student. The principal or superintendent may request a certification from a doctor to verify that a student is able to participate in a field trip. The school district is not able to provide medical support or personnel on extra-curricular trips.

Student Discipline: A student whose behavior does not meet reasonable standards during the school year and up to the date of the trip will not be permitted to participate. Student discipline as outlined in the school handbook or regulations will apply to students on official school field trips, regardless of the location of the trip.

If behavior difficulties are included in an IEP, then exclusion from field trips due to those behaviors must be discussed in an IEP or similar meeting. In the instance that a special needs student is considered for elimination from a field trip, the parent will be invited to participate in the meeting at which a final decision is made.

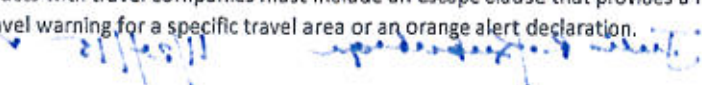
Parents are to be notified that the student is not able to attend a field trip. Provision must be made for in-school instruction to said students as well as to students who choose not to attend or who failed to return permission slips. The principal (or designee) shall be responsible for making appropriate arrangements. Students whose behavior improves prior to the date of the field trip may have the eligibility reinstated at the sole discretion of the principal. Grades and academic performance may not be used as criteria for exclusion from field trips. Students excluded from field trips shall be listed on the field trip request form.

Supervision and Chaperones. There shall be at least one chaperone for every ten (10) students to go on a field trip. Chaperones are to be at least twenty-one years of age and not accompanied by young family members requiring substantial supervision. The chaperone's full attention should be given to the students participating in the trip. There must be at least one professional staff member present for each classroom of students.

Using Privately Owned Vehicles (POVs): School district employees and parents may use their POV to transport students to a field trip provided that the principal approves, a copy of the insurance policy for the driver is provided to the principal who verifies the coverage meets minimum state standards, and the parents/guardians of the student agrees in writing to the transport arrangement.

Approval of Field Trips. Field trips shall be approved on the form provided by the Superintendent. A field trip will be required to have approval of the School Committee if it involves an overnight stay, is beyond a 120 mile radius of Haverhill or requires unconventional travel such as by air or on water.

Provisions for approval. Schools or activities must obtain quotes from at least 3 competing companies for field trip coordination and transportation. The least expensive quote that meets trip specifications should be selected, unless there are documented, cogent reasons why the low bidder should not be accepted. Contracts with travel companies must include an escape clause that provides a rebate for monies expended before the trip in the case of an official travel warning for a specific travel area or an orange alert declaration.



Please return the entire form to the school by: _____

**Haverhill Public Schools
Haverhill Massachusetts
Field Trip Permission Form**

An educational field trip is planned as part of the regular class activity.

School: Haverhill High School

Grade(s) and/or Class Grades: 9, 10, 11, 12

Destination Rome Florence and Venice, Italy

Date April Vacation 2017 Time Departure _____ Return _____

Method of Travel Walking _____ Private Car _____
Bus _____ Other Airplane

Lunch _____ Students are to bring their lunches in a paper bag (no glass bottles please)
_____ Lunch may be purchased
_____ No lunch is required

Cost Per student

Transportation and/or Admission \$ 3,000.00

Total amount of Donation for entire Field Trip \$ _____

Donating Organization _____ \$ _____
[The donation (if any) has already been deducted from the Cost Per Student]

If required expenses such as bus fare or admission fees cannot be provided by the parent the school will attempt the necessary arrangements to enable every student to attend. Please notify the teacher in any such case.

Since no child is required to attend the field trip if the parent does not approve, students who do not accompany classmates are required to attend school where arrangements will be made to provide appropriate instruction for them. We strongly encourage you to send your child to school.

Your signature below along with your child's name constitutes permission for your child to go on the trip. Unless written or verified verbal approval, your child will not be permitted to go on the trip.

Students Name _____ (has) (does not have) permission for the field trip

Parent's Signature _____ Emergency Telephone# _____
Date _____

Field Trip Emergency Medical Authorization

agree to the following procedure should medical attention become necessary:

1. The teacher, coach, or authorized school representative will make every effort to contact the parent to explain the circumstances, and receive instructions for the student's care.
2. If the authorized school representative is unable to reach the parent, he/she will authorize medical attention if such is deemed necessary upon advice of a qualified physician.

Parent's Signature (approving above procedure) _____

Insurance Information

Company _____

Subscriber _____

I.D. Number _____

Existing Medical Conditions

Complete this portion only if your son/daughter has an existing medical condition

Student Name _____

Medical Condition _____

Treatment (if any) _____

Medication (if any) _____

How often? _____

Known allergies to medication _____

If medical travel kits are available has one been provided to the school? Yes ___ No ___

Special instructions to Teacher/ Chaperone _____



Educational Tours

TOUR PRICE QUOTE

Best of Italy

PREPARED FOR
Antonietta Diskin

PREPARED ON
November 5, 2015

YOUR TOUR NUMBER
1795308KF

YOUR TOUR WEBSITE
www.eflours.com/1795308KF

GUARANTEED LOWEST PRICE

Price valid for travelers enrolled November 5, 2015 - November 30, 2015

Student

\$2,988 or \$181 / 16 mos

Adult

\$3,353 or \$204 / 16 mos

PRICE BREAKDOWN

Program Price	\$2,998
Early Enrollment Discount	-\$200
Weekend Supplement	\$35
Global Travel Protection	\$155

Adult supplement required for travelers age 20 and older at the time of travel. Early Enrollment discount applicable to travelers who enroll Wednesday, April 1, 2015 through Tuesday, December 15, 2015. This discount cannot be used or combined with any other offer. Change and cancellation fees of up to the total price will apply. Applicable airline baggage fees are not included and can be found at eflours.com/baggage. All prices subject to verification by an EF Tour Consultant. To view EF's Booking Conditions, visit eflours.com/bc.

Your travel details

TOTAL LENGTH
10 days

DEPARTING FROM
Boston (MA)

REQUESTED TRAVEL DATES
Thursday, April 13, 2017 - Saturday, April 22, 2017

YOUR DEPARTURE DATE RANGE

☐ EARLIEST
Tue Apr 11

☒ REQUESTED
Thu Apr 13

☐ LATEST
Sat Apr 15

Your experience includes

AN ALL-INCLUSIVE TOUR

Round trip airfare, hotels with private baths, regional-style meals, on-tour transportation and sightseeing activities are covered. Discover all of your itinerary details at www.eflours.com/1795308KF.

FULL-TIME TOUR DIRECTOR

Your culturally connected Tour Director is with your group 24/7, providing deep local insight while handling all on-tour logistics.

EXPERT LOCAL GUIDES

Your expert local guides are natural historians, adding cultural insight and global perspective on your sightseeing tours.

WESHARE—ACCREDITED LEARNING

Our online learning platform engages students in activities before, during and after tour, with the option to create a final project for academic credit.

CONTINUOUS SUPPORT

Your dedicated EF team helps you every step of the way—from recruiting and enrolling travelers to planning and managing your tour.

WORLDWIDE PRESENCE

EF has over 500 schools and offices in more than 50 countries worldwide so wherever you go, we're there too.

24-HOUR EMERGENCY SERVICE

Travelers and their families can count on EF's dedicated emergency service team.

PEACE OF MIND PROGRAM

Feel secure knowing your group can change their destination or travel dates due to unforeseen circumstances. Learn more about your flexible options at eflours.com/peaceofmind.

Your Tour Consultant



CHRIS RUSH
617-619-1844
Chris.Rush@ef.com

The easiest ways to
ENROLL TODAY



Enroll on our website
eftours.com/enroll



Enroll by phone
800-665-5384



Mail your Enrollment Form to:
EF Educational Tours
8 Education Street
Cambridge, MA 02141

My daughter has gained such an amazing view of the world and history from this experience. She has not stopped talking since I picked her up at the airport. Thank you for all the organization, helpful hints, flexible payment plan and knowledgeable tour guides.

—CHARLOTTE, DAUGHTER TRAVELED JUNE 2014



Tour review

THE WORLD LEADER IN INTERNATIONAL EDUCATION

For 50 years EF has been working toward one global mission: Opening the World Through Education. Your teacher has partnered with EF because of our unmatched worldwide presence, our focus on affordability, and our commitment to providing experiences that teach critical thinking, problem solving, collaboration and global competence.

- **We always offer the lowest prices guaranteed** so more students can travel.
- **We're fully accredited, just like your school**, so you can earn credit while on tour.
- **All of our educational tours feature experiential learning activities** and visits to the best sites.
- **We're completely committed to your safety.** We have 500 schools and offices in over 50 countries around the world, so local EF staff members can react quickly and in person wherever you travel.
- **Your full-time Tour Director** is with your group every step of the way on tour, providing insight about your destinations as well as great local tips.



What you'll experience on your tour

Day 1: Fly overnight to Italy

Day 2: Rome

- Meet your Tour Director at the airport in Rome, a city that integrates its past into the present better than any other. During your stay, explore the world's most famous arena, the Colosseum, where you can almost hear the stamping feet of the crowds gathered for gladiatorial combat. Nearby, the Roman Forum marks the former heart of the Roman Empire. Julius Caesar gave many of his great political speeches there. On your visit to the Vatican City, marvel at Michelangelo's breathtaking ceiling in the Sistine Chapel and look out for the colorful uniforms of the Swiss Guard, protectors of the Vatican City. Before you say "arrivederci," toss a coin into the Trevi Fountain to ensure a return trip to the Eternal City.

Day 3: Rome

- Take an expertly guided tour of Vatican City
- Visit the Sistine Chapel
- Visit St. Peter's Basilica
- Take a self-guided walking tour of Rome: Trevi Fountain; Pantheon; Piazza Navona; Spanish Steps

Day 4: Florence

- Travel to Florence, the birthplace of the Italian language, opera and the Renaissance, and where works of art like Michelangelo's statue of David and Botticelli's *The Birth of Venus* still reside today. As you stroll through the city, pass by classical statues at the Piazza della Signoria. See the domed cap of the Santa Maria del Fiore Cathedral, better known as the Duomo, which dominates the skyline. Opposite the Duomo, look for the bronzed doors of Ghiberti's Gates of Paradise at the Baptistery. Walk across the Ponte Vecchio, a Medieval bridge where many of Florence's famed leather and gold artisans keep shop.
- Take an expertly guided tour of Florence: Piazza della Signoria; Ponte Vecchio; Chiesa di Santa Croce; Gates of Paradise
- Visit the Duomo

Day 5: Florence

- Full day to explore on your own or
- Visit Pisa

Day 6: Venice

- Travel to Venice, the Floating City crisscrossed with romantic bridges, laced with history and boasting some of the world's finest art and architecture. During your stay you will see gondolas glide down the Grand Canal before stopping in St. Mark's Square. Look for the golden weathervane, which resembles archangel Gabriel, atop the 323-foot Campanile (Bell Tower). At the pink-and-white Doge's Palace, see where mighty Venetian dukes once ruled. Stroll over the Bridge of Sighs, which links the palace to a prison. As they crossed the bridge, prisoners supposedly sighed with perfect sadness as they regarded their beautiful city for the last time.

Day 7: Venice

- Take an expertly guided tour of Venice: St. Mark's Square; Grand Canal
- Visit the Doge's Palace
- See a glass-blowing demonstration

Day 8: Assisi

- Travel to Assisi
- Take an expertly guided tour of Assisi
- Visit the Basilica of St. Francis

Day 9: Rome

- Travel to Rome
- Take an expertly guided tour of Rome
- Visit the Colosseum
- Visit the Roman Forum

Day 10: Depart for home

6-2-DAY TOUR EXTENSION

Day 10: Pompeii | Sorrento region

- Travel to Pompeii
- Take an expertly guided tour of Pompeii
- Visit the Pompeii Roman Ruins
- Continue on to the Sorrento region

Day 11: Capri | Rome

- Travel to Capri
- Take an expertly guided tour of Capri
- Take a boat cruise
- Return to Rome

Day 12: Depart for home



Venice, Italy! #whitagram #venice #Italy #Italian #water #canal #gondola #ride #amazing #beautiful #tagforlikes #instafamous #toppics #like #travel #EFTours

– CALLER, TRAVELER



Via Instagram

The tour hit all the highlights of Italy! We saw the Vatican, Colosseum and Trevi Fountain in Rome; had a relaxing lunch on the Ponte Vecchio in Florence! I couldn't have imagined a better trip!

– CYNTHIA, GROUP LEADER



Via Facebook

TOP THREE THINGS I WILL SEE, DO, TRY OR EXPLORE

1. _____

2. _____

3. _____



Educa
Tour

Watch videos, read
reviews and enroll on your
teacher's Tour Website

eftours.com/


This is also your tour number

BEST OF ITALY

10 or 12 days | Italy

To know Italy you have to experience its rich culture from every angle. Hold precious glass in Venice and fine leather in Florence. Visit churches that are works of art, like the Sistine Chapel and Assisi's St. Francis Basilica. Marvel at amazing feats of architectural ingenuity, from the ancient Roman Colosseum to the Florence Duomo.

EVERYTHING YOU GET:

-  **Full-time Tour Director**
-  **Sightseeing:** 5 sightseeing tours led by expert, licensed local guides (7 with extension)
-  **Entrances:** Sistine Chapel; St. Peter's Basilica; Colosseum; Roman Forum; Duomo; Doge's Palace; Glass-blowing demonstration; Basilica of St. Francis. *With extension:* Pompeii; Roman Ruins; Capri boat cruise
-  **weShare**, our online platform that taps into each student's interests for a more engaging learning experience
-   **All of the details are covered:** Round-trip flights on major carriers; Comfortable motorcoach; 8 overnight stays in hotels with private bathrooms (10 with extension); European breakfast and dinner daily
-  



Anyone can see the world.

YOU'RE GOING TO EXPERIENCE IT.

As you can see, your EF tour includes visits to the places you've learned about in school. That's a given. But it's so much more than that. Immersing yourself in new cultures—surrounded by the people, the language, the food, the way of life—creates inspirational moments that can't be listed in an itinerary. They can only be experienced.

And the experience begins long before you get your passport stamped and meet your **Tour Director** in your arrival city. It begins the moment you decide to go. Whether it's connecting with other travelers on Facebook, Twitter or Instagram, or delving deeper into your destinations with our online learning platform, **weShare**, the excitement will hit you long before you pack your suitcase.

When your group arrives abroad, everything is taken care of so you can relax and enjoy the experience. Your full-time Tour Director is with your group around the clock, handling local transportation, hotels and meals while also providing their own insight into the local history and culture. **Expert local guides** will lead your group on sightseeing tours, providing detailed views of history, art, architecture or anything you may have a question about.

When your journey is over and you're unpacking your suitcase at home, you'll realize the benefits of your life-changing experience do not end. They have just begun.

@EFtours I attribute my college semester abroad to the love for travel I discovered on an EF Tour in high school! #traveltuesday

— MELISSA TRAVELER

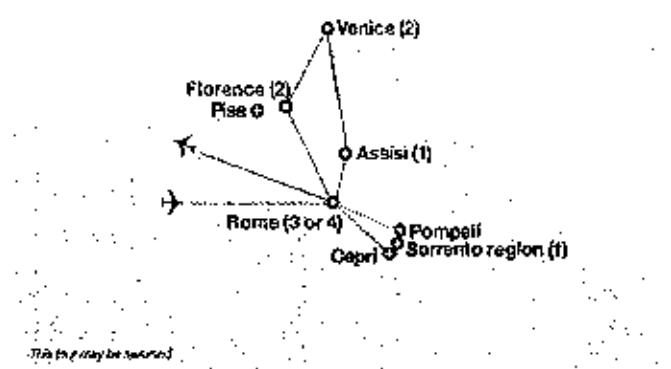


Via Twitter



CHECK OUT WHAT A TOUR IS ALL ABOUT

Watch the videos at eftours.com/

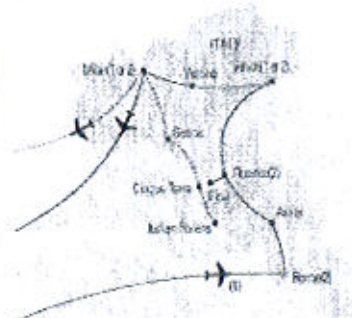


Printable options: **Basic Itinerary** | Detailed Itinerary (?qd=184038&p=1&view=detailed)



Rome, Florence & Venice

GROUP INFORMATION



Departing From: Boston

Departing:
April 13, 2017

Returning:
April 21, 2017

RESERVE YOUR TOUR NOW!

TOUR ITINERARY

Day 1 Start tour

Day 2 Ciao Rome

Meet your tour director and check into hotel

Rome city walk

Spanish Steps, Trevi Fountain, Pantheon, Piazza Navona

Day 3 Rome landmarks

Rome guided walking sightseeing tour with Whisper headsets

Vatican Museums & Sistine Chapel visit, St. Peter's Basilica visit, Colosseum visit, Piazza Venezia, Forum Romanum visit

Authentic trattoria dinner

Day 4 Rome--Florence

Travel to Florence

St. Francis of Assisi Basilica visit

Italian pizza dinner

Day 5 Florence landmarks

Florence guided walking sightseeing tour with Whisper headsets

Palazzo Vecchio, Piazza della Signoria, Chiesa di Santa

**BEST PRICE
guaranteed**

Total Fee: * \$3,041.00

Tour Quote Breakdown

The following fees apply to your full-paying participants:

Tour Fee*	\$3,098.00
Weekend Supplement (Returning)	\$35.00
Travel Protection Plan	\$108.00
** 2017 Discount	-200.00

Total Fee* \$3,041.00

OR 17 monthly payments of \$169.59

After initial payment of \$158.00

* Tour Fee increases on Nov 1, 2015, tour fee will never change after sign-up.

** Only valid with voucher code 2017earlybird

Additional Adult Fees

The following additional fees apply only to full-paying participants 23 and older and are not included in the total price listed above.

Adult Supplement	\$130.00
Twin Room Upgrade	\$245.00
Additional Adult Fee	\$375.00

TOUR FEE INCLUDES:

- Round-trip airfare
- 7 overnight stays (9 with extension) in hotels with private bathrooms
- Full European breakfast daily
- Dinner daily
- Full-time services of a professional Tour Director
- Guided sightseeing tours and city walks as per itinerary

Croce, Ponte Vecchio, Duomo visit, leather workshop, Gates of Paradise, Giotto's Bell Tower, Dante's House
Optional Pisa guided excursion \$70
Baptistry visit, Leaning Tower

Day 6 Florence--Venice

Transfer to Venice

Day 7 Venice landmarks

Venice guided walking sightseeing tour with Whisper headsets
St. Mark's Square, St. Mark's Basilica, Doge's Palace visit, glass-blowing demonstration

Day 8 Venice--Milan

Travel to Milan via Verona
Verona tour director-led sightseeing
Romeo and Juliet balcony, Verona Arena visit
Milan tour director-led sightseeing
La Scala, Duomo, fashion walk

Day 9 End tour

- Visits to select attractions as per itinerary
- Guided sightseeing tours with high-tech headset as per itinerary
- Tour Diary™
- Note: On arrival day only dinner is provided; on departure day, only breakfast is provided
- Note: Tour cost does not include airline-imposed baggage fees, or fees for any required passport or visa. Please visit our Fees FAQ page for a full list of items that may not be included in the cost of your tour.

<http://id.educationaltravel.com/service>



(<http://id.educationaltravel.com/ws>)

(<http://id.educationaltravel.com/blog/>)

[International Travel](http://ed.educationstravel.com/es/) <http://ed.educationstravel.com/es/> > [Educational Tours to Italy & Greece](http://ed.educationstravel.com/es/Italy-Greece/)
<http://ed.educationstravel.com/es/Italy-Greece/> > [Venice Florence and Rome Pricing](http://ed.educationstravel.com/es/Italy-Greece/Venice-Florence-and-Rome-Pricing/)



Please Refer to WorldStrides Enrollment Guide for Terms and Conditions

All Educational Tours

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Middle School Discovery Tours

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Tours to The Americas

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Tours to Spain

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Tours to France

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Tours to Italy & Greece

(<http://id.educationaltravel.com/Tour-Selector/Educational-Tours-to-Italy-Greece/?src=footer>)

Tours to Central Eastern Europe

(<http://id.educationaltravel.com/Tour-Selector/Educational-Tours-to-Central-Eastern-Europe/?src=footer>)

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Our Guarantee

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Program Leader Rewards

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RECEIVED
HAYRILL
PUBLIC SCHOOLS
NOV 10 PM 4 44



SC 01.14.16

Haverhill Public Schools

REQUEST FOR FIELD TRIP APPROVAL

8.10.

Please complete this form and submit to the Curriculum Supervisor or Department Director **and** your Building Principal for approval. When you have received the required signatures, please forward to the Assistant Superintendent of Schools for review and the final approval. **Please note the Assistant Superintendent must receive all forms a minimum of 14 days prior to the field trip.** In addition, if the field trip involves an overnight stay, is beyond a 120 mile radius of Haverhill or requires unconventional travel such as by air or on water, the approval of the Haverhill School Committee will be required. Please allow up to 30 days for processing.

Please Print:

Today's Date: 11/10/2015

Staff Member Name: Andrea Laws / Caitlyn Jenkinson School: Haverhill High School

Grade: 11 Course or Class of Students Attending: Early College

Date of Field Trip: From 3/24/2016 To 3/26/2016 Time: From 3/24 6 AM To 3/26 12 PM

Number of Students: 7 Number of School Staff: 2/3 Number of Parent/Guardian Chaperones: _____

Is a School Nurse Required on this Field Trip? No All chaperones must have an approved CORI on file with the HPS.

Method of Travel (Please circle): WALKING BUS TRAIN AIRPLANE PRIVATE VEHICLE OTHER: _____

Destination	Address	Telephone Number of Site Location
1. American Museum of Nat. Hist.	1. Central Park West at 79th St.	1. 212-769-5100
2. Nat. Museum of Art	2. 1000 Fifth Ave	2. 212-535-7710
3. 9/11 Memorial	3. 180 Greenwich Street 200 Liberty Street	3. 212-312-8800

Direct curriculum relevance of Field Trip:

1. Unit/Topic: _____

2. Standard(s): _____

3. Additional Information: _____

Describe in-class preparation before the field trip: _____

Describe follow-up work in class and/or homework: _____

* If you would like to share additional information, please attach supporting documents and/or comments to this request form.

Cost assessed for individual student who is deemed able to pay: \$ 500.-

Source of additional funds to support the field trip: \$ / From: _____

Estimated number of students to be denied attendance for behavior reasons or other reasons within the student's ability to control: # _____

	Signature	Date	
Supervisor/Director	<u>[Signature]</u>	<u>11/9/15</u>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Declined
Principal	<u>[Signature]</u>	<u>11/16/15</u>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Declined
Assistant Superintendent	<u>[Signature]</u>	<u>11/24/15</u>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Declined

8.10.15
11/14/15

FIELD TRIP POLICY

Definitions.

- A. During the school day: Trips that take place on a school day and last no longer than one day.
- B. Extra-curricular: All trips except school day trips. For example, trips during vacations or the summer, or multiple days.

Purpose and Planning. Field trips should be directly related to the curriculum and appropriate to grade level. As such, they can serve as a valuable means to learn through experience and to increase motivation for learning.

Permission slips signed by a parent/guardian must be obtained ten days in advance and all health and/or safety considerations must be made known by sponsors to chaperones. Notices to the home about the trip should be included with the permission slips. Said notices shall include rules of behavior, information about the place to be visited, and the purpose as well as anticipated outcomes of the visit.

In planning the trip, time in travel should be kept to a minimum, particularly if similar activities can be found locally. If return time is late in the day or evening, a special notice shall be given to parents on the permission slip.

Field trips that occur over more than one school day, or are conducted during vacation and the summer, are considered to be extra-curricular in nature. Students who elect not to attend these trips will be provided learning opportunities that approximate those occurring on the trip.

Paying for Field Trips. No student should be denied the opportunity to attend field trips conducted during the school day because of the inability to pay.

Medical and other considerations for School Day Trips. If a student requires medications during the planned timeframe for a school day field trip, staff may be requested, but not required, to administer said medications. If the staff is unwilling to administer medication, then the school may ask for parent participation in the field day to assist with administering medications. If the parent does not attend the event and staff is unwilling or unable to administer medication, the school shall provide qualified medical assistance to accompany the student. The principal or superintendent may request a certification from a doctor to verify that a student is able to participate in a field trip. The school district is not able to provide medical support or personnel on extra-curricular trips.

Student Discipline: A student whose behavior does not meet reasonable standards during the school year and up to the date of the trip will not be permitted to participate. Student discipline as outlined in the school handbook or regulations will apply to students on official school field trips, regardless of the location of the trip.

If behavior difficulties are included in an IEP, then exclusion from field trips due to those behaviors must be discussed in an IEP or similar meeting. In the instance that a special needs student is considered for elimination from a field trip, the parent will be invited to participate in the meeting at which a final decision is made.

Parents are to be notified that the student is not able to attend a field trip. Provision must be made for in-school instruction to said students as well as to students who choose not to attend or who failed to return permission slips. The principal (or designee) shall be responsible for making appropriate arrangements. Students whose behavior improves prior to the date of the field trip may have the eligibility reinstated at the sole discretion of the principal. Grades and academic performance may not be used as criteria for exclusion from field trips. Students excluded from field trips shall be listed on the field trip request form.

Supervision and Chaperones. There shall be at least one chaperone for every ten (10) students to go on a field trip. Chaperones are to be at least twenty-one years of age and not accompanied by young family members requiring substantial supervision. The chaperone's full attention should be given to the students participating in the trip. There must be at least one professional staff member present for each classroom of students.

Using Privately Owned Vehicles (POVs): School district employees and parents may use their POV to transport students to a field trip provided that the principal approves, a copy of the insurance policy for the driver is provided to the principal who verifies the coverage meets minimum state standards, and the parents/guardians of the student agrees in writing to the transport arrangement.

Approval of Field Trips. Field trips shall be approved on the form provided by the Superintendent. A field trip will be required to have approval of the School Committee if it involves an overnight stay, is beyond a 120 mile radius of Haverhill or requires unconventional travel such as by air or on water.

Provisions for approval. Schools or activities must obtain quotes from at least 3 competing companies for field trip coordination and transportation. The least expensive quote that meets trip specifications should be selected, unless there are documented, cogent reasons why the low bidder should not be accepted. Contracts with travel companies must include an escape clause that provides a rebate for monies expended before the trip in the case of an official travel warning for a specific travel area or an orange alert declaration.

[Handwritten signatures and initials are visible at the bottom of the page.]

**Itinerary and Expense Breakdown for
New York City Trip
March 26 to 28, 2016**

All money is non-refundable. Once things are paid for there is no way for me to get your money back.

Bolt Bus: South Boston to NYC
Approx.. \$20 each way

Hotel Room: The Empire Hotel , 44W 63rd Street
212-265-7400

\$1842 total (3 rooms, two nights)

\$160 per student - 8 student occupancy

\$180 per student - 7 student occupancy

Metropolitan Opera 10 Lincoln Center
212-875-5456

Opening Night gala - Roberto Devereux,
\$1935 total (\$205 plus \$10 fee) \$215 per person

Metropolitan Museum of Art, 1000 Fifth Avenue
212-535-7710

\$225 total \$25 per person

American Museum of Natural History, Central Park West at 79th Street
212-769-5100

\$315 total \$35 per person

9/11 Memorial, 200 Liberty Street
212-312-8800

No fee

Estimated cost: \$500.00

Does not include any meals.

Direct Curriculum Relevance of Field Trip:

Unit/Topic: This trip would encompass the cross-curricular units in the Early College program, combining literature and composition (opera that uses literary license from historical context), History II (Contemporary News - 9/11 Memorial), art work (Metropolitan Museum of Art), and Sociology (American Museum of Natural Heritage). Students will experience the diverse culture of the city of New York

Standards:

Writing MA 3.A - Write fiction, personal narratives, poetry, and scripts that demonstrate awareness of literary concepts and genres.

USH.33 Analyze the course and consequences of America's recent diplomatic initiatives. (H, C)

- D. America's response to the September 11, 2001, terrorist attack on the World Trade Center in New York City and on the Pentagon in Washington, D.C.

Theatre Connections Strand:

10. Interdisciplinary Connections. Students will apply their knowledge of the arts to the study of English language arts, foreign languages, health, history and social science, mathematics, and science and technology/engineering.

Additional Information:

Describe in-class preparation before field trip: Research the historical background of the actual Roberto Devereux and the history of the opera itself. Explore possibilities for exhibits at both museums. Research the background of the 9/11 Memorial.

Describe follow-up work in class and/or homework: Daily journal reflecting experiences and events of the days. What they learned in each venue. Descriptive and analysis writing. Students will write a theater review of their experience at the theater with their audience being young adult such as themselves and encouraging (or discouraging) their readers to try such an experience.

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Trip Summary

Route: Boston South Station - Gate 9 NYC-Gate 10
 NWK/PHL to New York W 33rd St & 11-12th Ave
 (DC,BAL,BOS,PHL)
 Date: 11/19/2015
 Departs: 7:30 AM
 Arrives: 11:45 AM

Fares: \$19.00 (1 ticket)

Route: New York W 33rd St & 11-12th Ave
 (DC,BAL,BOS,PHL) to Boston South Station - Gate 9
 NYC-Gate 10 NWK/PHL
 Date: 11/21/2015
 Departs: 5:30 PM
 Arrives: 9:45 PM

Fares: \$16.00 (1 ticket)

Payment Information

First Name		Last Name	
First Name		Last Name	
Billing Address		Address Line 2	
Billing Address		Address Line 2	
City	State/Prov	Zip	
City	-select-	Zip	
Credit Card Number	Card Type	Country	
Card Number	-select-	United States	
CV Number <small>What is this?</small>	Expiration Date		
CV Number	-select-	-select-	

Tickets are non-refundable and date/schedule specific.

Confirmation

Please print your email confirmation and show it to your driver.

Email Address	
Email Address	
Confirm Email Address	
Confirm Email Address	
Text Msg Phone	Carrier
Text Msg Phone	-select-

Total Purchase(USD)

Fares: \$35.00
 Transaction fee: \$1.50
Total: \$36.50

Join the rewards program to start earning rewards.

☐ I agree to the [Terms and Conditions](#) for the fare type I have chosen

Purchase

Cancel

Passenger Information

First Name	Last Name
First Name	Last Name



BoltBus Features:

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- Plug-Ins
- \$1 Fares
- Boarding Groups
- Reserved Seating

From: Empire Hotel bookings@make-reservations.com
 Subject: Make Reservations booking for Empire Hotel: EMPIRE0139907
 Date: November 12, 2015 at 2:17 PM
 To: Andrea Laws luckybird1215@gmail.com
 Cc: Empire Hotel reservations@empirehotelnyc.com

BOOKING DETAILS

Property **EMPIRE HOTEL**
 44 West 63rd Street, New York 10023 - New York, United States -
 212.265.7400
Booking Reference **EMPIRE0139907**
Booking Date 12 November 2015
Check In 24 March 2016
Check Out 26 March 2016
Nights 2
People
Guest Name Andrea Laws
Guest Phone
Guest Address 19E Forest Acres Drive, Bradford 01835 - United States
Guest Email luckybird1215@gmail.com
Card Type Visa
Card Owner Andrea N Laws
Total \$ 1,804.00

ROOM DETAIL

Room	Date	# of Rooms	Rate Plan	Guest	Promo	Extra Person Fee	Hotel Services Fee	Price
Superior Double/Double	Mar 24,2016	1		Andrea Laws	15OFF	2 guests / \$ 80.00	0	\$ 228.65
Superior Double/Double	Mar 24,2016	1		Andrea Laws	15OFF	2 guests / \$ 80.00	0	\$ 228.65
Superior Double/Double	Mar 24,2016	1		Andrea Laws	15OFF		0	\$ 228.65
Superior Double/Double	Mar 25,2016	1		Andrea Laws	15OFF	2 guests / \$ 80.00	0	\$ 237.15
Superior Double/Double	Mar 25,2016	1		Andrea Laws	15OFF	2 guests / \$ 80.00	0	\$ 237.15
Superior Double/Double	Mar 25,2016	1		Andrea Laws	15OFF		0	\$ 237.15

SUMMARY

Total	\$ 1,804.00
Discount	\$ 246.60
Taxes	\$ 227.12
Deposit Amount	\$ 0.00

TOTAL AMOUNT

\$ 1,784.52

CANCELLATION POLICY

Please note that any cancellations must be notified directly to the property at least 24 hours in advance of your scheduled arrival time, otherwise the total of the first night accommodation will be charged to your credit card. In the event you are required to pay a deposit and you cancel any individual night of your reservation, then the deposit for that night will not be refunded or transferred. Promotional Advance Deposit Rates are non-refundable and non-cancellable. Please note that you are contracting with the accommodation provider in respect of your reservation, and not with Make-Reservations.com. Make-Reservations.com is facilitating your contract with the accommodation provider through use of its booking system. Please print a copy of this booking form and the Terms and Conditions and retain them for your records.

Terms and Conditions:

Parking Package: No in and out. Guest pays garage in full and provides proof of payment to the Front Desk. Front Desk will adjust parking off of guest folio upon check-in. Packages are only available by booking direct with the hotel through their official website or by telephone through hotel reservations. Package amenities are not available as add-ons nor are they available in combination with any other rate plan or offering.

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**Empire Hotel**

3 rooms, 9 adults

Thu, Mar 24 – Sat, Mar 26 2016 (2 nights) [change](#)[Show hotel details](#) ▼**Summary**3 rooms, 9 adults
Thu 3/24 - Sat 3/26 (2 nights)**Charges**Superior Double Room, 2
Double Beds
2 nights

\$1346.40

Superior Double Room, 2 Double Beds[Show room details](#) ▼

Taxes, Fees & Surcharges \$495.06

Stay 2 nights and save 13% [Free Cancellation](#)
[Cancellation policy](#)~~\$264.60~~ \$224.40*\$82.51 taxes/fees
* Discounts already included
in avg nightly rate.[Change](#)**Hotel Total Cost** **\$1841.46**

Trip Protection no

"Best Price Guarantee"
by Hotels.com**Enter Guest Details (must be an adult)****Customer Support**Hotels.com will provide customer
support for this reservation.[Login if you have an account](#) to retrieve saved travelers and credit cards.**Guest Details - Room 1 of 3 (must be an adult)**

First Name

Last Name

Email Address

Phone Number

Guest Details - Room 2 of 3 (must be an adult)

First Name

Last Name

Email Address

Phone Number

Guest Details - Room 3 of 3 (must be an adult)

First Name

Last Name

Email Address

Phone Number

Enter Billing Information

Name On Card

Credit Card Number

(01) Jan 2016 Security Code

Billing Address

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Street (line 2)

City

State/Region

Postal Code

United States

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- ☐ No, thanks

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**DoubleTree by Hilton Hotel Metropolitan - New York City**

3 rooms, 9 adults

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3 rooms, 9 adults

Thu 3/24 – Sat 3/26 (2 nights)

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Customer Support

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Select a Room

No booking or credit card fees

Room type

Avg Nightly

Room, Accessible, Non Smoking[Show room details ▼](#)

2 double beds - Special Conditions

\$359.00[Select](#)

Non-Refundable

\$56.45 taxes/fees

2 double beds - Special Conditions

\$379.00[Select](#)

Free Cancellation

\$59.41 taxes/fees

[Cancellation policy](#)**Standard Room, 2 Double Beds**[Show room details ▼](#)

2 double beds - Special Conditions

\$359.00[Select](#)

Non-Refundable

\$56.45 taxes/fees

2 double beds - Special Conditions

\$379.00[Select](#)

Free Cancellation

\$59.41 taxes/fees

[Cancellation policy](#)**Standard Room, 2 Double Beds, Accessible**[Show room details ▼](#)

2 double beds - Special Conditions

\$359.00[Select](#)

Non-Refundable

\$56.45 taxes/fees

2 double beds - Special Conditions

\$359.00[Select](#)

Non-Refundable

\$56.45 taxes/fees

2 double beds - Special Conditions

\$379.00[Select](#)

Free Cancellation

\$59.41 taxes/fees

[Cancellation policy](#)

2 double beds - Special Conditions

\$379.00

Select

Free Cancellation

\$59.41 taxes/fees

Cancellation policy

Deluxe Room, 2 Double Beds

Show room details ▼

2 double beds - Special Conditions

\$379.00

Select

Non-Refundable

\$59.41 taxes/fees

2 double beds - Special Conditions

\$399.00

Select

Free Cancellation

\$62.35 taxes/fees

Cancellation policy

price details ▶

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3 rooms, 9 adults

Thu, Mar 24 - Sat, Mar 26 2016 (2 nights) [change](#)

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Summary

3 rooms, 9 adults
Thu 3/24 - Sat 3/26 (2 nights)

Best Rate Guarantee

by getarcom

Customer Support

getaroom will provide customer support for this reservation.

No booking or credit card fees

Select a Room

Room type

Avg Nightly

Classic Two Double

2 double beds: Pay Now - Save	\$320.56 \$288.50
Pay Now and Save	\$71.06 taxes/fees
Non-Refundable	

Select

2 double beds	\$344.95
Free Cancellation	\$79.39 taxes/fees
Cancellation policy	

Select

Deluxe Queen

2 queen beds; Pay Now - Save	\$340.58 \$306.50*
Pay Now and Save	\$73.72 taxes/fees
Non-Refundable	

Select

2 queen beds	\$364.95
Free Cancellation	\$82.34 taxes/fees
Cancellation policy	

Select

Classic Double Room, 2 Double Beds; Book early and save 10%

[Show room details ▼](#)

Special Conditions	\$345.25 \$310.72*
Book early and save 10%	\$76.55 taxes/fees
Non-Refundable	

Select

Deluxe Room, 2 Queen Beds; Book early and save 10%

[Show room details](#) ▼

Special Conditions	\$365.25 \$328.72*
Book Early and Save 10%	\$79.20 taxes/fees
Non-Refundable	

Select

Premier Queen

2 queen beds; Pay Now - Save

~~\$369.56~~ \$342.50*

Select

Pay Now and Save

\$79.03 taxes/fees

Non-Refundable

Classic Double Room, 2 Double Beds

Show room details ▼

Special Conditions

\$345.25

Select

Free Cancellation

\$51.83 taxes/fees

Cancellation policy

Premier Corner Queen

2 queen beds; Pay Now - Save

~~\$400.56~~ \$360.50*

Select

Pay Now and Save

\$81.88 taxes/fees

Non-Refundable

Premier Room, 2 Queen Beds; Book early and save 10%

Show room details ▼

Special Conditions

~~\$405.25~~ \$364.72*

Select

Book early and save 10%

\$84.52 taxes/fees

Non-Refundable

* Discounts already included in avg nightly rate. | [price details](#) ▶

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The Metropolitan Opera

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REVIEW CART PROVIDE PAYMENT COMPLETE PURCHASE

Totals

SUBTOTAL \$205.00

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Roberto
Devereux

MAR 24 THURSDAY | 8:00 PM

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Hours

Open 7 Days a Week

Sunday–Thursday: 10:00 a.m.–6:30 p.m.*

Friday and Saturday: 10:00 a.m.–9:00 p.m.*

Closed Thanksgiving Day, December 25, January 1, and the first Monday in May

Saturday evenings are made possible by the William H. Keams Foundation

* Galleries are cleared fifteen minutes before closing.

Admission

Fee includes admission to the Main Building and same-week admission to [The Cloisters museum and gardens](#). There is no extra charge for entrance to exhibitions.

Recommended

Adults	\$25
Seniors (65 and older)	\$17
Students	\$12**
Members (Join Now)	Free
Children under 12 (accompanied by an adult)	Free

To help cover the costs of exhibitions, we ask that you please pay the full recommended amount.

As of July 1, 2014, [advance reservations](#) are required for all adult and student groups of 10 or more, and for any third-party guided tours, regardless of size.

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Through December 13, 2015



[Celebrating Sax: Instruments and Innovation](#)

Through January 3, 2016

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Museum of Natural History

SHARE: <http://www.facebook.com/sharer.php?u=http://www.amnh.org/tickets>

<http://twitter.com/intent/tweet?text=Tickets&url=http://www.amnh.org/tickets>

Buy Tickets

Collect

General Admission

Suggested general admission, which supports the Museum's scientific and educational endeavors, includes all 45 halls and the Rose Center for Earth and Space. If you wish to pay less, you may purchase tickets at any ticket counter in the Museum - \$22

BUY TICKETS

General Admission Plus One

General Admission Plus One tickets include admission to the Museum and Rose Center for Earth and Space plus one special exhibition, IMAX or 3D film, or Hayden Planetarium Space Show - \$27

BUY TICKETS

SuperSaver Admission

Admission to the Museum and Rose Center for Earth and Space plus all special exhibitions, IMAX and 3D films, and the Hayden Planetarium Space Show - \$35

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Members Always Receive Free Admission to Special Exhibitions! Plus discounted admission for additional tickets to IMAX and 3D films, Space Show, and live-animal exhibits.

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Explore the human microbiome in this new special exhibition.

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Life at the Limits: Stories of Amazing Species



Discover the adaptations that allow life to thrive in the most unlikely places on Earth.

BUY TICKETS

Jean-Michel Cousteau's Secret Ocean



Jean-Michel Cousteau's *Secret Ocean* introduces audiences to more than 30 species, some captured for the first time on film.

BUY TICKETS

Spiders Alive!



Discover some of the planet's most versatile animals in an exhibit that features live spiders, larger-than-life models, fossils, and more in *Spiders Alive*.

BUY TICKETS

The Butterfly Conservatory

Lush green plants and 500 tropical butterflies filling the room—what could be more transporting?


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American Museum of Natural History

Central Park West at 79th Street
New York, NY 10024-5192
Phone: 212-769-5100

Open daily from 10 am-5:45 pm
except on Thanksgiving and Christmas

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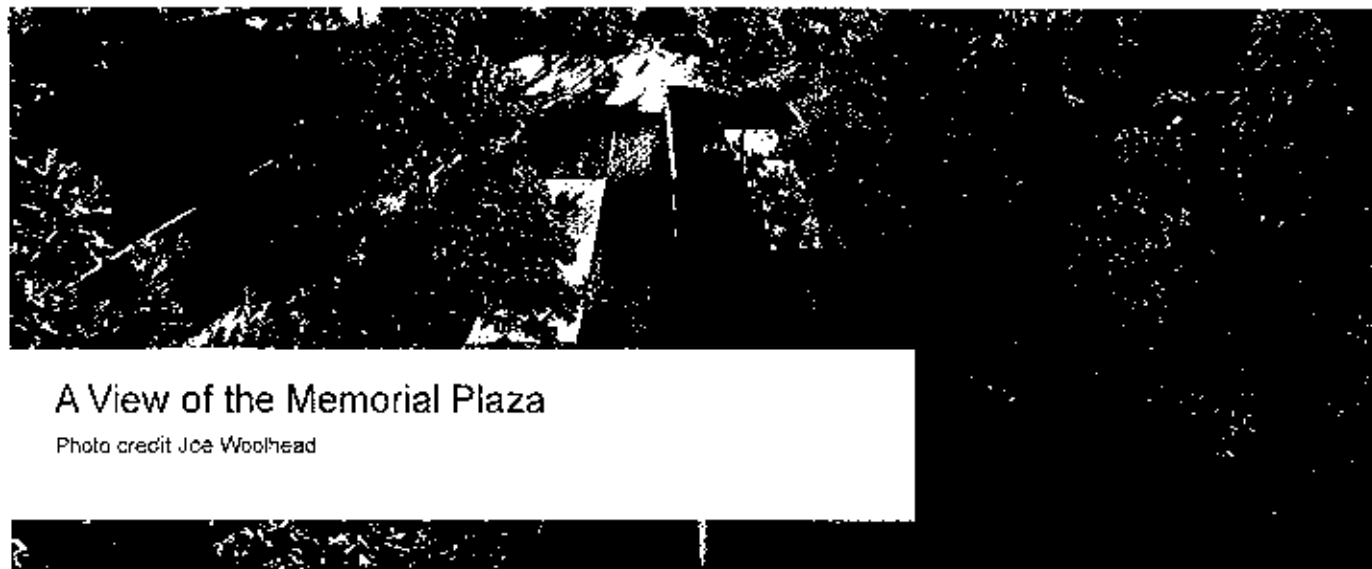
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Memorial



A View of the Memorial Plaza

Photo credit Joe Woolhead

About the Memorial

Honoring the lives of those who were lost is at the heart of our mission.

Occupying eight of the 16 acres at the World Trade Center, the Memorial is a tribute to the past and a place of hope for the future.

[Memorial Tours »](#)[Design Overview »](#)[The Architects »](#)

Contribute to the

Visit the 9/11 Memorial

The 9/11 Memorial is free of charge and open to the public daily from 7:30 a.m. to 9 p.m.

Names on the Memorial



The names of every person who died in the terrorist attacks of February 26, 1993 and September 11, 2001 are inscribed in bronze around the twin memorial pools.

[Find a Name »](#)

1993 WTC Bombing Victims

The National September 11 Memorial & Museum remembers the six victims of the February 26, 1993 attack.

Memorial Exhibition



The 9/11 Memorial Museum includes a

memorial exhibition dedicated to commemorating the unique life of each victim. Learn more about the exhibition and how you can contribute photos and remembrances of your loved one.

[Contribute »](#)



We extend our condolences to the families of those who were killed and our thoughts to all who were affected.

[1993 WTC Bombing Victims »](#)



[Survivor Tree »](#)

Learn more about the gallery pear tree that endured the September 11, 2001 terror attacks at the World Trade Center.



[Live Image of Memorial »](#)

Explore the Memorial with Earthcam's webcam that brings into view the National September 11 Memorial & Museum.



[Google Maps Tour »](#)

Explore Google Street View's beautiful 360-degree panoramic images of the 9/11 Memorial.

Performances at the Memorial

The 9/11 Memorial provides space on a limited basis for musical performances by individuals or groups who wish to pay tribute. For more information and to fill out a request form, please [click here](#).

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Haverhill Public Schools

REQUEST FOR FIELD TRIP APPROVAL

8p

Please complete this form and submit to the Curriculum Supervisor or Department Director **and** your Building Principal for approval. When you have received the required signatures, please forward to the Assistant Superintendent of Schools for review and the final approval. **Please note the Assistant Superintendent must receive all forms a minimum of 14 days prior to the field trip.** In addition, if the field trip involves an overnight stay, is beyond a 120 mile radius of Haverhill or requires unconventional travel such as by air or on water, the approval of the Haverhill School Committee will be required. **Please allow up to 30 days for processing.**

Please Print:

Today's Date: 10/6/15

Staff Member Name: Jeff Paszko School: Haverhill High

Grade: 12 Course or Class of Students Attending: AP Art History

Date of Field Trip: From April 14, 2016 To April 25, 2016 Time: From 4 PM To _____

Number of Students: 6 Number of School Staff: 2 Number of Parent/Guardian Chaperones: 0
All chaperones must have an approved CORI on file with the HPS.

Is a School Nurse Required on this Field Trip? 0

Method of Travel (Please circle): WALKING BUS TRAIN AIRPLANE PRIVATE VEHICLE OTHER: _____

Destination (monastery stays) Address Telephone Number of Site Location

1. <u>Rome - Via Paulq.</u>	1. <u>Institute Maria Bambina</u>	1. <u>+ 39 06 6989 3511</u>
2. <u>Florence - Via Michelangelo</u>	2. <u>Institute Santa Elisabetta</u>	2. <u>+ 39 055 6811884</u>
3. <u>Venice - Castello</u>	3. <u>Instituto San Giuseppe</u>	3. <u>+ 39 041 522 5352</u>

Direct curriculum relevance of Field Trip:

1. Unit/Topic: Art history

2. Standard(s): 5.11

3. Additional Information: all students are 18 and we will be staying in

Describe in-class preparation before the field trip: monasteries

Describe follow-up work in class and/or homework: _____

* If you would like to share additional information, please attach supporting documents and/or comments to this request form.

Cost assessed for individual student who is deemed able to pay: \$ 3000

Source of additional funds to support the field trip: \$ _____ From: _____

Estimated number of students to be denied attendance for behavior reasons or other reasons within the student's ability to control: # _____

	Signature	Date	
Supervisor/Director			<input type="checkbox"/> Approved <input type="checkbox"/> Declined
Principal	<u>Beth Hedges</u>	<u>1/6/16</u>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Declined
Assistant Superintendent	<u>Julie Kuhn</u>	<u>1/7/16</u>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Declined

FIELD TRIP POLICY

Definitions.

- A. During the school day: Trips that take place on a school day and last no longer than one day.
- B. Extra-curricular: All trips except school day trips. For example, trips during vacations or the summer, or multiple days.

Purpose and Planning. Field trips should be directly related to the curriculum and appropriate to grade level. As such, they can serve as a valuable means to learn through experience and to increase motivation for learning.

Permission slips signed by a parent/guardian must be obtained ten days in advance and all health and/or safety considerations must be made known by sponsors to chaperones. Notices to the home about the trip should be included with the permission slips. Said notices shall include rules of behavior, information about the place to be visited, and the purpose as well as anticipated outcomes of the visit.

In planning the trip, time in travel should be kept to a minimum, particularly if similar activities can be found locally. If return time is late in the day or evening, a special notice shall be given to parents on the permission slip.

Field trips that occur over more than one school day, or are conducted during vacation and the summer, are considered to be extra-curricular in nature. Students who elect not to attend these trips will be provided learning opportunities that approximate those occurring on the trip.

Paying for Field Trips. No student should be denied the opportunity to attend field trips conducted during the school day because of the inability to pay.

Medical and other considerations for School Day Trips. If a student requires medications during the planned timeframe for a school day field trip, staff may be requested, but not required, to administer said medications. If the staff is unwilling to administer medication, then the school may ask for parent participation in the field day to assist with administering medications. If the parent does not attend the event and staff is unwilling or unable to administer medication, the school shall provide qualified medical assistance to accompany the student. The principal or superintendent may request a certification from a doctor to verify that a student is able to participate in a field trip. The school district is not able to provide medical support or personnel on extra-curricular trips.

Student Discipline: A student whose behavior does not meet reasonable standards during the school year and up to the date of the trip will not be permitted to participate. Student discipline as outlined in the school handbook or regulations will apply to students on official school field trips, regardless of the location of the trip.

If behavior difficulties are included in an IEP, then exclusion from field trips due to those behaviors must be discussed in an IEP or similar meeting. In the instance that a special needs student is considered for elimination from a field trip, the parent will be invited to participate in the meeting at which a final decision is made.

Parents are to be notified that the student is not able to attend a field trip. Provision must be made for in-school instruction to said students as well as to students who choose not to attend or who failed to return permission slips. The principal (or designee) shall be responsible for making appropriate arrangements. Students whose behavior improves prior to the date of the field trip may have the eligibility reinstated at the sole discretion of the principal. Grades and academic performance may not be used as criteria for exclusion from field trips. Students excluded from field trips shall be listed on the field trip request form.

Supervision and Chaperones. There shall be at least one chaperone for every ten (10) students to go on a field trip. Chaperones are to be at least twenty-one years of age and not accompanied by young family members requiring substantial supervision. The chaperone's full attention should be given to the students participating in the trip. There must be at least one professional staff member present for each classroom of students.

Using Privately Owned Vehicles (POVs): School district employees and parents may use their POV to transport students to a field trip provided that the principal approves, a copy of the insurance policy for the driver is provided to the principal who verifies the coverage meets minimum state standards, and the parents/guardians of the student agree in writing to the transport arrangement.

Approval of Field Trips. Field trips shall be approved by the Superintendent. A field trip will be required to have approval of the School Committee if it involves an overnight stay, is beyond a 120 mile radius of Haverhill or requires unconventional travel such as by air or on water.

Provisions for approval. Schools or activities must obtain quotes from at least 3 competing companies for field trip coordination and transportation. The least expensive quote that meets trip specifications should be selected, unless there are documented, cogent reasons why the low bidder should not be accepted. Contracts with travel companies must include an escape clause that provides a rebate for monies expended before the trip in the case of an official travel warning for a specific travel area or an orange alert declaration.

**Italian Trip
April Vacation 2016**

Leave Thursday, April 15: arrive Milan in the Morning

Friday: Milan, Itinerary: Cathedral, Last Supper

Friday: Late Afternoon arrive in Padua

Saturday morning: Arena Chapel, St. Anthony Shrine

Saturday afternoon: arrive in Venice

Late Afternoon: Dodges Palace

Sunday morning Venice: St. Marks Cathedral

Venice afternoon: Academia and St. Georges Island

Monday, Venice: Saint Rocco's, The Friari Church

Monday Afternoon arrive in Florence: The Academia (The David)

Tuesday, Florence: Uffizi Museum, Bargello

Wednesday Morning arrive in either: Sienna or Assisi

Wednesday Afternoon: arrive in Rome

Thursday, Rome: Vatican Museum, Sixteen Chapel

Friday, Rome: Borghese Gallery, Capitoline Museum

Saturday, Rome: Forum, Coliseum, Palatine

Sunday Leave from Rome

Students attending

Joshua	Driscoll
John	Burgess
Ben	Roy
Emma	Powell
Jackie	Dillon

all students are 18.

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CHARLOTTE DAUGHTER (REVELL) NE 2004

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What you'll experience on your tour

Day 1: Fly overnight to Italy

Day 2: Milan | Venice

- Meet your Tour Director at the airport
- Travel to Venice, the Floating City crisscrossed with romantic bridges, laced with history and boasting some of the world's finest art and architecture. During your stay you will see gondolas glide down the Grand Canal before stopping in St. Mark's Square. Look for the golden weathervane, which resembles archangel Gabriel, atop the 323-foot Campanile (Bell Tower). At the pink-and-white Doge's Palace, see where mighty Venetian dukes once ruled. Stroll over the Bridge of Sighs, which links the palace to a prison. As they crossed the bridge, prisoners supposedly sighed with perfect sadness as they regarded their beautiful city for the last time.

Day 3: Venice

- Take an expertly guided tour of Venice: St. Mark's Square; Grand Canal
- Visit the Doge's Palace

Day 4: Venice | Florence

- Travel to Florence, the birthplace of the Italian language, opera and the Renaissance, and where works of art like Michelangelo's statue of *David* and Botticelli's *The Birth of Venus* still reside today. As you stroll through the city, pass by classical statues at the Piazza della Signoria. See the domed cap of the Santa Maria del Fiore Cathedral, better known as the Duomo, which dominates the skyline. Opposite the Duomo, look for the bronzed doors of Ghiberti's *Gates of Paradise* at the Baptistery. Walk across the Ponte Vecchio, a Medieval bridge where many of Florence's famed leather and gold artisans keep shop.
- Take an expertly guided tour of Florence: Piazza della Signoria; Ponte Vecchio; Chiesa di Santa Croce; Gates of Paradise
- Visit the Duomo

Day 5: Florence

- Full day to see more of Florence or
- Visit Pisa

Day 6: Florence | Rome

- Continue on to Rome, a city that integrates its past into the present better than any other. During your stay, explore the world's most famous arena, the Colosseum, where you can almost hear the stamping feet of the crowds gathered for gladiatorial combat. Nearby, the Roman Forum marks the former heart of the Roman Empire. Julius Caesar gave many of his great political speeches there. On your visit to the Vatican City, marvel at Michelangelo's breathtaking ceiling in the Sistine Chapel and look out for the colorful uniforms of the Swiss Guard, protectors of the Vatican City. Before you say "arrivederci," toss a coin into the Trevi Fountain to ensure a return trip to the Eternal City.
- Take an expertly guided tour of Rome
- Visit the Colosseum
- Visit the Roman Forum

Day 7: Rome

- Take an expertly guided tour of Vatican City
- Visit the Sistine Chapel
- Visit St. Peter's Basilica
- Take a self-guided walking tour of Rome

Day 8: Depart for home

• 2-DAY TOUR EXTENSION

Day 8: Pompeii | Sorrento region

- Travel to Pompeii
- Take an expertly guided tour of Pompeii
- Visit the Pompeii Roman Ruins
- Continue on to the Sorrento region

Day 9: Capri | Rome

- Travel to Capri
- Take an expertly guided tour of Capri
- Take a boat cruise
- Return to Rome

Day 10: Depart for home



Learn how to cross "Ride a Gondola in Venice" off my bucket list! #eftours

— JOSEPH L. TRAVELER



@josephtraveler

Take me back #italy #rome #unlabeled #europe #vacation #eftours #colosseum #takeanexpertlyguidedtour #takeanexpertlyguidedtour

— MICHELLE L. TRAVELER



@michelletraveler

TOP THREE THINGS I WILL SEE, DO, TRY OR EXPLORE

1. _____
2. _____
3. _____

CHA's Wonders of Italy

10 DAYS



Overnights:

Lake District (1), Venice (1), Florence (2), Assisi (1), Rome (3)

What's Included:

Round-trip airfare • 8 nights in three & four-star hotels • Full-time CHA Tour Director • Breakfast & dinner daily • On-tour transportation by private motorcoach • Guided sightseeing & walking tours • Visits to special attractions shown below

Included Visits:

St. Mark's Basilica • Venetian Glass Factory • Florence's Duomo • Galleria dell'Accademia • Florentine Leather Factory • Basilica of St. Francis • St. Peter's Basilica • Sistine Chapel • Colosseum • Pompeii

Day 1: Departure from the USA

Day 2: Milan-Lake District Welcome to Italy! You are met at the Milan airport by your Tour Director and taken on a tour of Italy's thriving metropolis featuring the city's striking Duomo and La Scala, the world's most famous opera house. Later, drive to Italy's scenic Lake District.

Day 3: Lake District-Verona-Venice Journey to romantic Venice via the town of Verona where you see the house and balcony of playwright William Shakespeare's tragic heroine, Juliet.

Day 4: Venice-Florence Guided sightseeing of Venice reveals the Bridge of Sighs and 14th-century Doges' Palace. Explore the Piazza San Marco, the heart of the city, where you visit its Byzantine Basilica. End your tour with a visit to a Venetian Glass Factory for an interesting glassblowing demonstration. Then drive via rolling Tuscan hills to Florence, "The Cradle of the Renaissance." Later, get to know Florence as you join your Tour Director on an Evening Walking Tour.

Day 5: Florence-(Pisa) Your expert local guide introduces you to Florence's Renaissance treasures on your morning sightseeing: Giotto's Bell Tower, the Baptistry's bronze doors, the Piazza della Signoria, and the Church of Santa Croce where Machiavelli and Galileo are buried. We've included visits to the Gothic-style Duomo and the Galleria dell'Accademia to see Michelangelo's "David." Later, observe artisans at work during a visit to a local Leather Factory. On your free time this afternoon, opt for an excursion to Pisa.

Day 6: Florence-Perugia-Assisi Journey through the rolling hills of Umbria to Perugia where your sightseeing tour reveals the grand 13th-century Palazzo dei Priori and the Gothic-style Duomo. Overnight in the Assisi area.

Day 7: Assisi-Rome Sightseeing of Assisi includes a visit to the Basilica of St. Francis to see its remarkable collection of frescoes by Giotto depicting 28 scenes in the life of the Saint. Continue to Rome where you join your Tour Director on a "Get Acquainted" Walking Tour.

Day 8: Rome-(Catacombs) Explore the wonders of Vatican City on this morning's sightseeing tour with your expert guide. Included are visits to St. Peter's Basilica, the Catholic world's largest church, and the Sistine Chapel to admire Michelangelo's superbly painted ceiling. Then learn more about the Roman civilization as you see the Arch of Constantine, the Circus Maximus, Capitoline Hill, and the sprawling ruins of the Roman Forum. Sightseeing ends with a visit to the Colosseum, the world's most glorious surviving Roman amphitheatre where gladiators and beasts once fought. This afternoon, opt for an excursion to the ancient catacombs.

Day 9: Rome-Pompeii-Rome Follow the Highway of the Sun to ancient Pompeii, once buried by an eruption of Mount Vesuvius in 79 A.D. Return to Rome for your final evening in Italy. Be sure to toss a coin in the Trevi Fountain to ensure your return visit to the "Eternal City."

Day 10: Departure for the USA



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-  **weShare**, our online platform that taps into each student's interests for a more engaging learning experience
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-  



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When your journey is over and you're unpacking your suitcase at home, you'll realize the benefits of your life-changing experience do not end. They have just begun.

@EFtours I attribute my college semester abroad to the joy for travel I discovered on an EF Tour in high school #traveltuesday

MELISSA TRAVELER



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Learn from your Tour Director and expert local guides.

