

Acton Public, Acton-Boxborough Regional School Committees

May 3, 2012 at 7:00 p.m.

**Joint APS/AB School Committee Meeting
followed by AB Regional SC Meeting
followed by APS School Committee Meeting**

at the R.J. Grey Junior High Library

**ACTON PUBLIC and ACTON-BOXBOROUGH REGIONAL
SCHOOL COMMITTEE MEETING**

**Library
R.J. Grey Junior High School**

**May 3, 2012
7:00 p.m. Joint SC Meeting
Followed by ABRSC and APSC Meetings**

AGENDA with addendum

- 1.0 **CALL TO ORDER** – Joint School Committee (7:00)
- 2.0 **CHAIRMAN’S INTRODUCTION**
 - Welcome to new School Committee member from Acton, Deanne O’Sullivan
 - Thank you to ABRHS School Committee student representatives: Jacob Johnson, Tess Little, Nikhil Manocha
 - Thank you to John Petersen, ABRSC Chair
- 3.0 **APPROVAL of MINUTES and STATEMENT of WARRANT** (7:15)
 - 3.1 Minutes of 3/22/12 Joint/AB/APS SC meeting (*addendum*)
 - 3.2 Minutes of 3/1/12 Joint/AB/APS SC meeting (*addendum*)
- 4.0 **PUBLIC PARTICIPATION**
- 5.0 **JOINT SCHOOL COMMITTEE BUSINESS**
 - 5.1 ALG and Acton FinCom Report –*Xuan Kong* (7:20)
 - 5.1.1 Draft minutes of 3/8/12 ALG meeting
 - 5.2 Acton Town Meeting Report – *Xuan Kong* (*oral*)
 - 5.3 BLF and Boxborough Town Meeting Report – *Maria Neyland* (*oral*)
 - 5.4 FY’12 and FY’13 Budget Update – *Steve Mills, Don Aicardi* (7:30)
 - 5.4.1 Closing out FY’12 Budget
 - 5.4.1.1 FY’12 Status Report – 3rd Quarter (*addendum*)
 - 5.4.1.2 Excess and Deficiency Notification for Acton-Boxborough Regional School District
 - 5.4.1.3 Presentation slides (*brought to meeting*)
 - 5.4.2 FY’13 Budget
 - 5.4.2.1 Recommendation to Approve FY’13 TEC Bid – **VOTE** – *Steve Mills* (*addendum*)
 - 5.5 EDCO: Recommendation to dissolve the Education Collaborative for Greater Boston, Inc. – **VOTE** – *Steve Mills, Xuan Kong* (7:50)
 - 5.6 Health Insurance Trust Report (7:55)
 - 5.6.1 Meeting on 4/26/12 – *Kim McOsker* (*oral*)
 - 5.7 Policy Subcommittee Update (8:00)
 - 5.7.1 Student Conduct File: JIC – **FIRST READING** – *Brigid Bieber* (*addendum*)
 - 5.7.2 Assignment of Students from other Schools File: JCAC – **FIRST READING** – *Marie Altieri*
 - 5.8 Superintendent’s Evaluation – *Xuan Kong* (8:10)
 - 5.8.1 Process and Timeline, 5/11/12 due date for input (*addendum*)
 - 5.8.2 Job Description, Evaluation Form – <http://ab.mec.edu/hr/hreducatoreval.shtml>
 - 5.8.3 APS/ABRSD Staff Survey Results (*addendum*)
 - 5.9 2011-2012 SMART Goals Update - *Steve Mills* (Goal 6 revised in *addendum*)

- 5.10 2012-2013 School Calendar revision (*JH/HS half days identified in addendum*) – **VOTE** – *Steve Mills (8:20)*
- 5.11 Religious Holidays re: School Calendar (FY14) Discussion – *Steve Mills*, vote at 6/7/12 SC meeting (*addendum*) (8:25)
- 5.12 School Committee Meeting Schedule, 2012-2013 – draft – *Steve Mills (8:40)*

APS SC is suspended. ABRSC continues.

6.0 **ABRSC BUSINESS**

- 6.1 Proposed changes to ABRHS FY13 School Handbook – *Alix Callen (8:45)*
- 6.2 Policy Subcommittee Update (8:55)
 - 6.2.1 (AB) Graduation Requirements File: IKF – **SECOND READING** – **VOTE** - *Brigid Bieber*
- 6.3 School Lunch Price Increase for 2012-2013 – **VOTE** – *Kirsten Nelson (addendum)(9:00)*
- 6.4 Update on Lower Fields Project – *Steve Mills (9:10)*
- 6.5 Update on Regionalization Study Committee – *Xuan Kong (oral)*
- 6.6 Recommendation to Approve Gift from the Society for Science & the Public and Intel to ABRHS – **VOTE** – *Steve Mills*
- 6.7 Recommendation to Approve Gift in Memory of Mary Michelman and Carol Holley from Acton Citizens for Environmental Safety to RJGJHS Library – **VOTE** – *Steve Mills*

7.0 **FOR YOUR INFORMATION** (9:15)

- 7.1 ABRHS
 - 7.1.1 Discipline Report – March 30, 2012, April 30, 2012 (*addendum*)
 - 7.1.2 Gifts received for Community Service Day and Amnesty International
 - 7.1.3 Memo re Elimination of Italian 1 for next year
 - 7.1.4 Senior Interns 2012
 - 7.1.5 Invitation to International Green Flag Award ceremony, May 4, 2:30
 - 7.1.6 Three Awards in Energy Conservation & Sustainability to ABRHS (*brought to meeting*)
- 7.2 RJ Grey Junior High
 - 7.2.1 Discipline Report – April 2, 2012, May 1, 2012 (*addendum*)
 - 7.2.2 Principal Search update
- 7.3 Pupil Services
 - 7.3.1 ELL Student Population, April 1, 2012, May 1, 2012 (*addendum*)
 - 7.3.2 ODP Spring Coffee in appreciation of School & Community Employers, 5/23/12 8:00 – 9:30 a.m. Occupational Development Program Students, ABRHS room 124E
- 7.4 ABSAF website letter
- 7.5 Monthly ABRSD Financial Reports (*addendum*)
- 7.6 Lamplighter, March/April 2012 <http://ab.mec.edu/about/publications>
- 7.7 Parking Memo from Erin Bettez, Director of Community Education
- 7.8 Dismissal Times for Last Day of School – June 15, 2012
- 7.9 All-Staff Retirement Party – June 7, 2012, 3:00-5:00, Wedgewood Pines Country Club, Stow
- 7.10 Correspondence from the Community
- 7.11 Enrollment Report – April 1, 2012
- 7.12 Superintendent's Health Advisory Meeting Agenda, April 26, 2012
- 7.13 Pledge case update (if needed) – *Steve Mills*
- 7.14 Review of Special Education in the Commonwealth of Massachusetts, <http://www.doe.mass.edu/sped/2012/0412sped.html>
- 7.15 Comprehensive Analysis of Benefits and Compensation of Teachers, Acton & Boxborough Schools, February 28, 2012, Gail M. Zeman, MASBO

ABRSC adjourns. APS SC reconvenes.

8.0 **APSC BUSINESS** (9:20)

8.1 Election of APS SC Officers for 2012-2013 – **VOTE** – *Steve Mills*

8.1.1 Chairperson

8.1.2 Vice Chairperson

8.1.3 Secretary

8.1.4 Policies: School Committee Annual Organizational Meeting (File: BDA) and
School Committee Officers (File: BDB) (*addendum*)

9.0 **NEXT MEETINGS**

May 14, Boxborough Town Meeting begins

May 17, 7:00 pm APS SC Meeting at CONANT School

June 7, 7:30 pm AB SC Meeting at RJGJHS Library

June 21, 7:00 pm APS SC Meeting at RJGJHS Library

ADJOURN (9:30)

**ACTON PUBLIC and ACTON-BOXBOROUGH REGIONAL
SCHOOL COMMITTEE MEETINGS
Draft Minutes**

Library
R.J. Grey Junior High School

March 22, 2012
7:00 pm ABRSC Executive Session
7:20 APS and ABRSD School Choice Hearings
followed by Joint SC Open Meeting
followed by AB, then APS Open Meetings

Members Present: Brigid Bieber, Dennis Bruce, Michael Coppolino, Xuan Kong, Kim McOsker, Paul Murphy, John Petersen
Members Absent: Maria Neyland, Bruce Sabot
Others: Don Aicardi, Marie Altieri, Deborah Bookis, Liza Huber, Steve Mills, Beth Petr

The Acton-Boxborough Regional School Committee was called to order by John Petersen, Chair at 7:02 p.m.

ABRSC EXECUTIVE SESSION

At 7:05 p.m., it was moved, seconded and unanimously

VOTED by role call: that the **Acton-Boxborough Regional School Committee** go into Executive Session to discuss strategy with respect to litigation.

YES (Bieber, Bruce, Coppolino, Kong, McOsker, Murphy, Petersen)

This was done after John Petersen declared that an open meeting may have a detrimental effect on the litigating position of the Board.

At 7:08 p.m., the Committee was polled and voted to go out of ABRSC Executive Session.

APS SCHOOL COMMITTEE CALL TO ORDER – Joint School Committee Meeting Begins

The Acton Public School Committee was called to order at 7:10 p.m. by Michael Coppolino, Chair.

CHAIRMAN'S INTRODUCTION

John Petersen read a statement titled *Surrogate Endpoints*.

STATEMENT of WARRANT

APS Warrant 201219 dated 3/20/12 in the amount of \$137,002.93 was signed by the Chair and circulated to the committee for signatures. AB warrant #12-019 dated 3/8/12 in the amount of \$1,579,626.26 and warrant #12-020 dated 3/22/12 in the amount of \$1,921,918.10 were signed by the chair and circulated to the committee for signatures.

APPROVAL of MINUTES

The minutes of the 3/1/12 Joint School Committee meeting were deferred to the next meeting.

PUBLIC PARTICIPATION - none

8.1 SCHOOL CHOICE PUBLIC HEARINGS and VOTES

8.1.1 Participation in School Choice 2012-2013, Acton Public School District

After discussing our large class sizes, Xuan Kong moved and it was seconded and unanimously,

VOTED: To approve the administration's recommendation that the Acton Public Schools will not accept any School Choice students in academic year 2012-2013 because there is no available space for additional students.

8.1.2 Participation in School Choice 2012-2013, Acton-Boxborough Regional School District
After discussing our class sizes, Brigid Bieber moved and it was seconded and unanimously,

VOTED: To approve the administration's recommendation that the Acton-Boxborough Regional Schools participate in the state's School Choice program from 2012-2013 by only accepting siblings of existing Acton-Boxborough Regional High School Choice students, and current 6th grade Choice students from the Blanchard School in Boxborough who will be entering R.J. Grey Junior High School in grade 7.

8.2 Presentation by APS/AB Nurses – *Liza Huber, Betty Johns, Diana McNicholas, Diane Spring*
As one of the Essential Health Grant requirements, the school nurses presented new initiatives and concerns that they are dealing with. The last time they presented was in 2008. They encouraged everyone to take a look at the Nurses website found under "popular pages" on the school homepage. They thanked the Committee for moving them to the teachers' pay scale. They asked for help getting nursing substitutes. This is important because the nurses' office can never be closed. The Committee thanked the nurses for an excellent presentation. When asked why we might have double the state average for allergies here, it was suggested that our families may be more informed and/or proactive about allergies. The nurses will try to find out. A new issue that requires time is the chronic care for diabetics, including new record keeping methods. School records are not coordinated with children's personal medical records at this time. The Nurses' 5 year grant is coming to an end and they are now applying for a two year grant.

8.3 Regional School District Study Committee (RSDSC) Report

8.3.1 Recent/Upcoming Presentations and rubrics results from subcommittee

Xuan Kong explained the RSDSC's rubrics page. The Subcommittee voted 5 – ~~Yes~~ 0 ~ No
FAVOR, 1 **AGAINST**, and 1 abstention.

8.3.2 Statement of Support from APS School Committee

Mike Coppolino reviewed the unanimous statement of support from the Acton Public SC.

8.3.3 Statement from Boxborough School Committee

Brigid Bieber reported that at the last Boxborough SC meeting, members voted 3 **AGAINST** and 1 **IN FAVOR** of supporting the recommendation. Those against have concerns around 2/3 of the Boxborough's budget being an assessment and the weighted voting of the School Committee structure. After Boxborough's meeting, the Regional Study Committee came back with more information regarding different ways that weighted voting could be handled. The Boxborough School Committee decided to meet again to discuss this and revote. With the new information, they reconsidered and voted 4 **IN FAVOR** and 0 **AGAINST**. Boxborough residents must consider their declining enrollment. Mike Coppolino said that the APSC had an informal discussion regarding the weighted voting issue. He indicated that "everything will be on the table as far as considering any changes" and that "reasonable things among reasonable people" should prevail. Mike thanked Mac Reid for doing the leg work to look more deeply into the MA General Laws, finding that there are 5 different ways to consider voting.

8.3.3 Statement from AB Regional School Committee

In their absences, Brigid read thoughtful statements of support from Bruce Sabot and Maria Neyland. The School Committee reviewed and discussed the draft statement prepared by Brigid. The Committee emphasized that the new regional agreement will be negotiated by both towns. Mike moved that they accept the amended statement of support for the town warrant article on regionalization. It was seconded by Brigid and unanimously **VOTED** by the ABRSC.

Becky Neville asked from the audience if the same people on the current committee will be the ones to draft the new regional agreement. John Petersen said that if the Regional School Committee is empowered to draft this agreement, the new Regional School Committee will decide how to move forward with a fresh slate to draft the new document.

8.3.4 Warrant Article and Presentations for Town Meetings

The Regional School Committee will be the party formally asking the towns to go ahead with drafting the new agreement. John is talking with Mac Reid and Peter Ashton about who will do the presentation at Acton Town Meeting. Mike asked if it was implied that the RSDSC would continue on with phase two, or would there be a fresh slate of members. Additional RSDSC materials may be found at:

<https://sites.google.com/site/abregionalstudycmt/> A video made with Peter Ashton is at: http://www.actontv.org/vod_government.html

8.4 Policy Subcommittee Update

8.4.1 Remote Participation by Committee Members File: XX – SECOND READING

ABRSC Vote:

It was moved, seconded and unanimously,

VOTED: to approve the proposed Remote Participation by Committee Members policy

APS Vote:

It was moved, seconded and unanimously,

VOTED: to approve the proposed Remote Participation by Committee Members policy.

8.4.2 Pregnant/Parenting Students File: JIE – SECOND READING

ABRSC Vote:

It was moved, seconded and unanimously,

VOTED: to approve the proposed Pregnant/Parenting Students policy.

APS Vote:

It was moved, seconded and unanimously,

VOTED: to approve the proposed Pregnant/Parenting Students policy.

8.4.3 (AB) Graduation Requirements File: IKF – FIRST READING

Brigid reported that the minutes of 1/4/07 show that 100 credits were made a requirement, but the policy was never updated. This proposed policy addresses that as well as the new Arts Requirement that the School Committee approved. Mike asked if it's the norm that High Schools require only 2 years of math. He asked for research on this from the policy subcommittee. Xuan asked if voting on the policy means it is voted for the student handbook. He asked for the handbook changes to be brought to the Committee in May, so they can do a FIRST and SECOND READ on the handbook. John also asked Brigid to bring the question of nomenclature to the policy subcommittee.

8.5 Superintendent Evaluation

Marie Altieri reported that the School Committee will be the first to use the new evaluation system. She explained the procedures and paperwork. Documents will be posted on the HR website <http://ab.mec.edu/hr/hreducatoreval.shtml>, as well as emailed to the Committee. Members must send their summative evaluations to the Chairs by May 11th so they can turn it into a draft document for the Committee to review, and then present to the public at the June 7th meeting. When asked how it would work if John Petersen is leading the activity but is no longer on the School Committee, John replied that it is like the RSDSC presenting at Town Meeting. He would present it but not vote on it. Mike added that he and John will review all of the comments and evaluations and do the summary together. John will finalize the document for School Committee's approval.

Materials for this meeting are posted at <http://ab.mec.edu/about/meetings.shtml>.

Marie explained that there 2 pieces of this new process – evaluation on the goals and evaluations on the standards for leadership. Starting next year, goals will be done in the Fall. She urged the Committee to start thinking about this task now, because there may be some pieces of evidence about Dr. Mills that a member needs to observe or talk with him about. Our district is mandated to fully implement this for everyone by one year from September. Because we have done a lot of this work already, we are doing a pilot of it with 100 of our teachers, then everyone the next year.

The chairs will solicit public input as well. Information will be posted on the website, sent to PTO co-chairs and the newspapers. Public input would be accepted until May 11th.

8.6 EDCO Compliance with Pending Collaborative Legislation

Dorsey Yearley has announced her retirement and Steve Mills is on the Search Committee. Xuan echoed Steve's compliments of Dorsey. The Education Collaborative of Greater Boston has asked School Committees to vote to dissolve the private entity before their May EDCO meeting. If a vote is needed before the May 3 School Committee meeting a special meeting will be scheduled.

8.7 Reports from Committees

8.7.1 ALG Report

John reported that the focus is not on FY13 now, but primarily FY14 and 15. OPEB contributions and how they might be changed over time as well as sustainability was discussed. School Committee should consider FY14 and FY15 in May and June once the FY13 budget is voted.

8.7.2 BLF Report

Brigid reported that BLF met this week, mostly about budget process and communication. Budget will be the first night of TM, Monday, May 14 followed by Lower Fields later in the first night.

8.7.3 Acton FinCom Report

John reported that FinCom voted to support the budgets earlier. They also voted to support the Lower Fields and Regionalization warrant articles.

8.7.4 Acton Health Insurance Trust (HIT) Report

APSC Vote:

It was moved, seconded and unanimously,

VOTED: that Kim McOsker represent the APSC in the Health Insurance Trust Group for FY13.

ABRSC Vote:

It was moved, seconded and unanimously

VOTED: that Kim McOsker represent the ABRSC in the Health Insurance Trust Group for FY13.

8.7.5 Health Insurance Working Group Update

Marie Altieri said that all 8 unions and committees and the Acton Board of Selectmen have signed the MOA. With respect to non union personnel manuals, when the July 1 update of internal documents is done, they will all be updated.

8.8 Draft School Committee Meetings 2012-2013

Beth will do a meeting wizard email for the July/August meeting(s). The experience of holding meetings right after vacations, particularly on January 3 was difficult. One member liked holding meetings in the local schools, while others did not feel the added effort and technical difficulties made it worthwhile. This will be added to the summer meeting agenda.

8.9 Town Elections

John Petersen reported that the Acton election is March 27th. 3 School Committee candidates are running for 2 seats: Dennis Bruce, Adria Cohen, Deanne O'Sullivan. The Boxborough deadline is April 2nd for

filing nomination papers. Election is May 21. The League of Women Voters Forum is available at <http://www.actontv.org/> or cable channels 10 (Comcast) or 45 (Verizon)

APS SC was suspended at 8:53 p.m. AB SC continued.

9.0 AB SCHOOL COMMITTEE BUSINESS

9.1 AB Assessment for Acton Town Meeting Warrant

9.1.1 Presentation for Acton and Boxborough Town Meetings

Steve Mills thanked the Committee for approving the AB Regional Assessment.

9.1.2 SpEd PAC Memo re Connections at ABRHS

Nancy Sherburne and Bill Guthlein presented for the SpEd PAC advocating for adding a Connections IV program at the High School. They felt that the district made a commitment to this program 5 years ago and our Pupil Services Director and administration support it, although acknowledge the many existing financial priorities. Dr. Mills was thanked for his inclusionary leadership style and financial transparency. Mike Coppolino and Paul Murphy were thanked for being the SpEdPAC representatives from the School Committees. Nancy stated that they realize that it's very late in the budget process and too late to add FTEs to the FY13 budget. They prepared a cost saving analysis for the SC that shows recurring savings. They expressed disappointment about not hearing public discussion of some of the special education issues that they have brought up, particularly in light of the time spent discussing items such as the Lower Fields Project. They acknowledged the value of the Lower Fields effort, but emphasized some of the basic level of student needs that the Connections program would address, compared to having more fields for students to play on. The SpEdPAC hopes to help find creative solutions to provide the services necessary for this group of children. Nancy and Bill thanked Dr. Mills and Liza for all of their efforts this past year.

Dr. Mills thanked Nancy and Bill for the presentation and stated that he had not previewed the slides. He acknowledged that the last thing he wants to do is pit one group of people against another. He was unaware that the previous Superintendent had made a promise to them about continuing the Connections program. Dr. Mills stated that while he did direct Liza Huber to cut \$100,000 in special education assistants this year, a preschool class was added and adjustments are constantly being made.

Liza thanked Nancy and Bill for setting a tone of respect, trust and transparency. Liza emphasized that "we are all team players". Designing the budget is an art and there are many unmet needs. We step back, find new ways and move forward. Liza outlined the plan for next year, including three identified needs to be focused on: complete the Hayward Center, meet the needs of students recently hospitalized and the 5th Learning Center. Connections IV would be after these three issues. The Hayward and 5th Learning Centers are top priorities and a huge step forward to complete. Everyone is aware that Connections is a very pressing need as well. Transitional and vocational support are what special education staff feel are most valuable to add. A committee of staff will continue to meet to discuss the unmet priorities. Liza said the original Connections 4 plan would serve 20 – 22 students who are now being served in our learning centers.

When asked what it would cost to complete Connections, Liza said that it would take approximately \$150,000 to complete the model. Xuan thanked Bill and Nancy and said that the Acton and Boxborough special education community is lucky to have them as their advocates. He stated that how much is spent on a program is not key, but it is how good the service is to our students. Cutting \$100,000 is not a bad thing if the service can still be delivered appropriately. Mike Coppolino asked for some vetting of the numbers put together by Nancy and Bill. Dr. Mills agreed to do that.

Materials for this meeting are posted at <http://ab.mec.edu/about/meetings.shtml>.

9.2 Lower Fields Project Update

Dr. Mills introduced Erin Bettez, Director of Community Education, to present the team effort on this project. She noted the nice synergy with this project and the Acton 2020 Plan being presented at Town Meeting. Referring to Project Value slide #4 and Sources of Financing slide #8, she stated that this was "smart growth with the best bang for the buck". The project has received unanimous endorsement from the Acton Board of Selectmen and Acton Finance Committee, with a very favorable initial response from the Boxborough Board of Selectmen.

Dr. Mills stated that when the new fields are built they will become the largest classrooms in ABRSD. He said that becoming part of a team teaches leadership and teamwork like nowhere else. He commented that 90% of what he knows about leadership he learned from his High School football coach. "That is the value of this project that we'll give to kids."

Paul Murphy wanted to confirm that the structure of the contractual arrangement is that the School District owns the property and will lease it for 5 years to FOLF. The potential contracts with the anchor tenants are 5 year leases. John asked, "After the loan is paid off, how do you imagine the field operating 10 years from now?" Erin said that FOLF has the contacts to know who would be an appropriate tenant and what their needs would be. That is tremendously valuable. Community Education will take over the leasing process after FOLF is finished. Community Ed has budgeted for adding another part time staff person to accommodate this project.

Erin was asked about the \$25,000 a year contribution that Community Education will make. She is comfortable with this amount because the Use of Facilities subcommittee identified the High School pool as a place that higher fees could be charged for renters. That increased revenue will add up to \$25,000.

Gary Kushner spoke from the Boxborough Finance Committee. The Committee will meet on Saturday to discuss this article. He asked what would happen if Acton Town Meeting supports it and Boxborough does not. John said that it would not proceed. A positive vote by Boxborough Town Meeting is required for the project to continue as planned.

Brigid read a statement of support from Maria Neyland who was absent.

Funding Appropriation for the Lower Fields Project

Xuan Kong moved, Mike Coppolino seconded and it was unanimously,

VOTED: that the Acton-Boxborough Regional School District hereby appropriates the amount of \$3,000,000 for the purpose of paying costs of construction of outdoor recreational and athletic facilities on Regional School District Property, and for the payment of all other costs incidental and related thereto, said amount to be expended under the direction of the Regional School District School Committee. To meet this appropriation, up to \$1,225,000 shall be raised by private grants, aid, donations or contributions, up to \$275,000 shall be transferred from the ABRSD FY12 operating funds, and the District Treasurer, with the approval of the Regional School District School Committee is hereby authorized to borrow up to \$1,500,000 under and pursuant to M.G.L. Chapter 71, Section 16(d), and the District Agreement, as amended, or pursuant to any other enabling authority.

Xuan Kong moved, Mike Coppolino seconded and it was unanimously,

VOTED: That within seven (7) days from the date on which this vote is adopted the Secretary be and hereby is instructed to notify the Board of Selectmen of each of the member towns of this District as to the amount and general purposes of the debt herein authorized, as required by the District Agreement and by Chapter 71, Section 16(d), of the General Laws.

9.3 R.J. Grey Junior High Principal Search

Marie Altieri reported that the deadline for applications is tomorrow. As of today, 20 completed applications have been received. Xuan asked for public input times during the day and evening. A decision is expected to be made by May 1st.

9.4 Recommendation to Approve Gift from ACES to ABRHS Library

It was moved, seconded and unanimously,

VOTED: to accept with gratitude a gift of \$1,500 from the Acton Citizens for Environmental Safety (ACES) to the ABRHS Library for the purchase of materials on environmental health and safety topics.

9.5 Recommendation to Approve Gift from AB Basketball Boosters

It was moved, seconded and unanimously,

VOTED: to accept with gratitude a gift of \$4,000 from the AB Girls Basketball Boosters to pay for an assistant basket coach.

9.6 Recommendation to Approve Gift from Regional PTSO to ABRHS Enrichment

It was moved, seconded and unanimously,

VOTED: to accept with gratitude a gift of \$6,000 from the ABR-PTSO, which will be used to support the ABRHS Enrichment Program.

10.0 FOR YOUR INFORMATION

Dr. Mills recognized another very successful Project Wellness yesterday, March 21, 2012 for 8th graders and their parents. For more information, see: <http://ab.mec.edu/rjweb/projectwellness.shtml>

AB Regional SC adjourned at 10:24 p.m.. APS SC was reconvened.

11.0 ACTON PUBLIC SCHOOL COMMITTEE BUSINESS

11.1 Kindergarten Enrollment and Sections for FY13

Marie Altieri reported that following the recent kindergarten registration, 266 children are registered for September (as of 3/22/12) with a projected enrollment of 277. As a result, the Administration recommends 14 kindergarten sections for FY13, instead of the original 15. She told the School Committee that it is up to them if they would like to vote on this or not. She felt a vote was warranted because the decision involves the class size policy. If approved, Gates School would have only 2 kindergarten sections for FY13.

Kim McOske read a letter from PTO co-chair Kristina Rychlik to the SC advocating for keeping 15 kindergarten sections. Kim spoke as a current parent of a kindergartener, in a class of 20 children, and she is more than satisfied.

Marie was asked to comment on whether having less sections might have a negative impact on students' learning or school culture. She said that having 40 kindergarteners at Gates in 2 classrooms instead of 60 in 3 would have pros and cons. Merriam is a case study to consider. They opened with 2 sections at every grade level but had to move to 3 sections and now have gone to 4 at some grade levels. This does result in some moving around of teachers and staff but Merriam has done a great job with it. Deb Bookis echoed what Marie said about Merriam because she was a teacher there when this was going on.

Dr. Mills said that the resulting \$70,000 would be left in the budget for the next year. This could be the first cut if necessary.

Mike Coppolino asked the Committee if they wanted to vote on this issue. John felt the Committee should not vote on the number of sections because it is similar to voting on what

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teachers should be hired. He felt a consensus was appropriate. Dennis disagreed, stating that the budget that was voted included 15 kindergarten sections.

Last year, the School Committee voted to support the superintendent's decision. If the Committee specifically votes 14 sections and it changes, the Committee's hands are tied. John said that there are things the Superintendent and his staff do that are operational, like procedures that are not voted on. This is one of them in his opinion.

Xuan stated that it is reasonable to go to 14 Kindergarten sections, given the enrollment numbers, but he urged the Superintendent to preserve the \$70,000 budget capacity for future difficulties.

Mike concluded that, with the exception of Dennis, the sense of the Committee is that it is ok to proceed as the Superintendent plans. Marie said that if enrollment changes significantly, the number of sections might be changed again.

Xuan asked if 2 sections are at Gates now but a family chose a school based on Gates having 3, is there a way for the public to react to it. Marie said that the public could call Central Office, although that could be difficult to handle if many calls come in. The Committee felt that this decision was important for the community to hear about.

11.2 Acton Town Meeting Presentation

Mike and John have started on the presentation and will send it to the Committee for comments. The moderator's Pre-Town Meeting meeting is Thursday at 7:00. If anyone has any thoughts or comments to be included in the presentations, let John and Mike know.

12.0 NEXT MEETINGS:

- April 2 – 7:00 pm, Acton Town Meeting begins in the ABRHS Auditorium
APS School Budget/ABRSD Assessment is expected to be April 3
- April 2,3,4 – 6:00 pm, JT SC meetings in ABRHS 102E (if needed)
- May 3 – 7:30 pm, ABRSC meeting at RJ Grey JH Library
- May 14 – Boxborough Town Meeting begins
- May 17 – 7:00 pm, APS SC meeting at CONANT SCHOOL

The Acton Public School Committee adjourned at 10:52 p.m.

Respectfully submitted,
Beth Petr

List of Documents Used: agenda, statements from John Petersen, Maria Neyland and Bruce Sabot, email from Kristina Rychlik

ABRSC March 22, 2012

John Petersen, Chairman's Opening Remarks: Surrogate Endpoints

Definition: sur-ro-gate *transitive verb* :to put in the place of another

Definition: Surrogate Endpoint

: In clinical trials, a **surrogate endpoint** (or **marker**) is a measure of effect of a certain treatment that may correlate with a real clinical endpoint but doesn't necessarily have a guaranteed relationship.

"Surrogate endpoints are useful when they can be measured earlier, more conveniently, or more frequently than the "true" endpoints of primary interest."

"The evaluation of surrogate endpoints" - 2005

BURZYKOWSKI, T., MOLENBERGHS, G., BUYSE, Marc

My chemical training began with measurements – weights and volumes. If I want a quarter pound hamburger, I weigh out ¼ pound of beef. Or do I? The beef will lose weight as it cooks. The weight of the raw beef is a surrogate endpoint with respect to the weight of the burger I plan to eat. Truth be told, the important aspect of eating a burger is taste, weight is clearly a secondary concern. Taste, unlike weight, is not so easily measured and as the French say, "à chacun son goût."**

When I began working at the Waters Corporation, making products for analytical chemists, we often couldn't directly measure the property that was important to an end user. For example, how long will this analytical chromatography column last? There was no direct measurement for lifetime. We could test columns to failure in a continuous run mode or by pressure cycling. Did these stress tests relate to the lifetime of the columns we sold? We knew that some columns had short lifetimes from customer complaints but we couldn't determine which columns those were prior to sale.

Lifetime is a less than an academic question. You might ask your physician, "How long will I live?" as I did at my last checkup. She might answer that based on your age, BMI, blood pressure and family history I think you will live for twenty years. At best this is an educated guess. The question is important, there are no tests and there are no easy answers.

What is the purpose of our school system?

To prepare all students to attain their full potential as life-long learners, critical thinkers, and

productive citizens of our diverse community and global society.

Acton, Acton-Boxborough Schools Long Range Strategic Plan Dec 2011

We have no test to determine whether or not our students will be "productive citizens"; we have little data about whether or not our graduates have been "productive citizens". Yet we have lots of tests – all directed to surrogate endpoints. We hope that these tests meet the criteria of good surrogate endpoints: correlated to our "true endpoints" but earlier, more convenient, and more frequent.

Should we abandon these surrogates and "go with our gut"? Or should we rely on a combination of analysis and intuition? Respect for the totality of our humanity requires that we rely on all our senses, our understandings, our ability to reason and finally to be willing to take the leap of faith. When we do we will act wisely.

**The French expressions *à chacun son goût*, *chacun son goût*, *à chacunes goûts*, and *chacunes goûts* all mean exactly the same thing: they acknowledge that not everyone thinks the same way or likes the same things, that we must tolerate diversity.

ABRSC March 22, 2012

John Petersen, Chairman's Opening Remarks: Surrogate Endpoints

The true measure of the quality of an Acton-Boxborough education remains elusive – like defining the taste of a good hamburger. À chacun son goût.

**The French expressions *à chacun son goût*, *chacun son goût*, *à chacunesgoûts*, and *chacunesgoûts* all mean exactly the same thing: they acknowledge that not everyone thinks the same way or likes the same things, that we must tolerate diversity.

From: Maria Neyland

3/22/12 AB School Committee Meeting Statement

Re: LOWER FIELDS

The process by which we arrived to this vote has been long, and well debated. Many of you will remember that I was opposed to the Lower Field project when it was initially proposed. I had concerns regarding the Community Sport organizations losing field space that they had used for years. I also had serious reservations about using Acton CPA money and the conditions that were attached to those funds. The FOLF and the administration have worked hard to include all the youth sport groups in a fair and equitable way and there have been positive changes to financing plan.

I understand the concerns of some parents that the funding for the lower field during this difficult financial time will take away from educational services for the children, but I think it is important to remember that the fields will serve *all* the High school students as well as the residents of both towns. I recognize that we must put educational needs first during these challenging financial times and I believe we do that, but it is also important to balance the capital needs of the district. We have added needed personnel over the last few years, but we must also continue to improve our facility. We have the opportunity to build a state of the art sport facility with a combination of taxpayer and private money. This combination is rare in the public sector and the innovative thinking by the parties involved should be applauded. Once the debt is paid the district will be left with a revenue generating facility that will help us fund new educational programs and help to reduce the educational assessments for both towns. After the long road to get here, I wish I could be present to be able to vote yes on this worthwhile project.

From: Maria Neyland

3/22/12 AB School Committee Meeting Statement

RE: Regional Opinion

On Monday night the Boxborough SC voted to support a warrant article directing this committee to move forward in drafting a regional agreement that includes an expanded prek-12 region. After a great deal of thought and frankly some hesitation I voted to go forward

My concern was and remains the weighted voting and specifically it's affect on educational assessment to Boxborough, an assessment that is equal to approximately 2/3's of our municipal budget. While in general the current voting works, the reality is that Boxborough does not have an equal vote at the table, and it is my belief that the Boxborough taxpayer cannot and will not be fairly represented.

I have heard from many parents that they are concerned Blanchard would lose it's identity in a larger region, that the outstanding band and chorus programs will be changed or we lose other programs that mean so much to our school. While I understand the concerns, I honestly believe that Blanchard will preserve its identity and culture. The Acton elementary schools have proven that you can be part of a larger school district and still retain your unique identity. It is my opinion that the children of Acton and Boxborough will benefit from a larger region, through the efficiencies that will be achieved when the resources of 3 school districts are put into one larger and much more efficient district.

The Regional study group has brought forward alternatives to the current weighted voting, while no change will give Boxborough an equal vote it is my hope that we will be able to come up with an alternative voting that will be fair and equitable for both towns. In the spirit of full disclosure, while I support going forward at this time, I will not support a final agreement to expand the region if a fair and equitable comprise cannot be reached.

Read at 3/22/12 APS Sc mtg

Printed by: Beth Petr
Title: Kindergarten issue : APS-ABRSD

Friday, March 23, 2012 9:11:12 AM
Page 1 of 1

From: Kristina Rychlik <krychli@acton-ma.gov>
Subject: Kindergarten issue
To: <apsc@acton-ma.gov>

Thu, Mar 22, 2012 6:07:51 PM

Hello all -

As a parent of a kindergartener and former member of the Class Size Subcommittee last year, I urge you to consider keeping 15 K sections for next year.

Of course with any decision there are intended and unintended consequences. But class size is an issue, classes do get larger as the grades get higher, and any "fix" later is much more disruptive. My daughter was in the 4th grade three years ago when a 4th section was added to Merriam, disrupting looping and adding a number of families for whom Merriam may not have been their first choice school. In addition, it impacts the teachers at other grades and necessitates additional staffing changes.

It appears that each class will only be 1 or 2 children smaller keeping 15 sections. However, what seems like a small change can be impactful, depending on the child, the supports that child needs, and the other children in the class and their necessary supports. It could mean not just 1 or 2 five-year olds, but 1 or 2 five-year olds plus two full time adult aides and a much more complicated classroom.

Many thanks for your consideration on this issue. My apologies for the late input.

Best, Kristina

Kristina W. Rychlik
Acton, MA 01720-2940

**ACTON PUBLIC and ACTON-BOXBOROUGH REGIONAL
SCHOOL COMMITTEE MEETINGS (with Boxborough School Committee)**

Draft Minutes

Library
R.J. Grey Junior High School

March 1, 2012
7:00 pm Joint APS, ABR and Boxborough SC Meeting
followed by Joint APS, ABR SC Meeting
followed by AB SC Meeting
followed by APS SC Meeting

Members Present: Brigid Bieber, Dennis Bruce, Michael Coppolino, Xuan Kong, Kim McOsker (arrived 10:15 p.m.), Maria Neyland, John Petersen, Bruce Sabot (arrived 7:09 p.m.)
Members Absent: Paul Murphy
Others: Don Aicardi, Marie Altieri, Deborah Bookis, Liza Huber, Steve Mills, Beth Petr, Dorsey Yearly, Curtis Bates

The Acton Public and Acton-Boxborough Regional School Committees were called to order by Michael Coppolino and John Petersen, respective chairs, at 7:03 p.m.

CHAIRMAN'S INTRODUCTION

John Petersen read a statement regarding "local optimum".

STATEMENT of WARRANT

APS Warrant 201217 dated 2/21/12 in the amount of \$187,085.00 was signed by the Chair and circulated to the committee for signatures. AB warrant #12-016 dated 2/9/12 in the amount of \$1,490,606.46 and warrant #12-017 dated 2/23/12 in the amount of \$1,727,309.58 were signed by the chair and circulated to the committee for signatures.

APPROVAL of MINUTES

The Joint School Committee Budget Meeting minutes of January 28, 2012 were approved by both committees as amended. The Joint minutes of February 2, 2012 will be voted at the next meeting.

PUBLIC PARTICIPATION – none

BOXBOROUGH SCHOOL COMMITTEE CALLED TO ORDER

Vice Chair, Maria Neyland, called the Boxborough School Committee (Brigid Bieber, Mary Brolin, Maria Neyland) to order at 7:08 p.m. Bruce Sabot arrived at 7:09 p.m.

Mike Coppolino read a statement from Kim McOsker, explaining her absence from the meeting.

JOINT SCHOOL COMMITTEE BUSINESS

6.1 EDCO Discussion re Compliance with Pending Collaborative Legislation with AB Regional School Committee (SC), APS SC and Boxborough SC

Dr. Mills introduced Dorsey Yearley, EDCO Executive Director, and Dr. Curtis Bates, Boxborough Superintendent and Chairman of the EDCO Board of Directors. Ms. Yearley explained that collaborative law now requires that any collaborative that has an affiliated not-for-profit corporation must separate itself from that entity.

She appreciated the chance to discuss this issue prior to the Committees' voting at a future meeting. She was thanked for her very thorough memo in the packet. She said that the issue is a 2 step process. School Committees only vote on the dissolution of the private corporation (ECGB). As the School Committee rep to EDCO, Xuan posed a question to the APSC. He stated that to him as a School Committee member, he is really looking at whether EDCO should continue the two contracts with the private entity that do not benefit APS students. He feels these will be a future liability, like OPEB and other issues, although the dollar amount is not much. Xuan urged the APS SC to seriously consider whether to continue this liability. He will vote however the School Committee directs him. John Petersen asked if OPEB is a liability for EDCO and she responded that EDCO has a fully funded trust with a surplus.

John said that this issue will come back to the School Committees with a dissolution motion and request for a vote. Xuan stated that without direction, he is not comfortable voting anything that could add liability to APSC. He agrees with Dorsey's short term outlook, but emphasized the need to look long term as well. John asked the Committee if as an APS member, is the Committee better served by deciding, or delegating the decision to a representative (Xuan) to vote on the issue. Mike Coppolino prefers waiting for more information before answering this question.

6.2 Regional School District Study Committee (RSDSC) Update

6.2.1 Upcoming Presentations

6.2.2 Warrant Article for Acton Town Meeting

6.2.3 Additional RSDSC materials found at:

<https://sites.google.com/site/abregionalstudycmt/>

Mary Brolin updated the Committees. The RSDSC is doing a number of public forums. The goal is to have people well educated for voting at the Town Meetings. When asked if the same text should be used in the Acton and Boxborough warrant articles, Bruce Sabot explained that the warrant question is a little different for Boxborough. Their warrant includes questions about continuing to explore further regionalization, continuing with job sharing, or not doing anything further. The Committee agreed on the basic regionalization text to be used. The Committee agreed that Mike and John would do the final version based on Peter Ashton's draft.

[The Boards of Selectmen and Town Finance Committees will either recommend, not recommend, or defer their opinions on all warrant articles. Brigid Bieber will draft an opinion for the AB Regional School Committee to consider regarding support of the Regionalization Study going forward. Although the Committees agreed to continue the effort at their last meeting, it would be helpful to have a statement from each School Committee from their own perspective. This would be a consensus statement voted on by the ABRSC, even if everyone is not all in agreement.] *delete this sentence?*

Brigid reminded the Committee that a vote on whether members feel a new regional agreement is a good thing or not is not the goal, because the task is not done yet. A consensus from everyone is needed whether it is a good thing to move forward with the study or not. Bruce agreed stating that the various boards are being asked to give their opinions of whether the Regional Study Committee should continue their work. Dennis Bruce will draft a statement for the APS SC to consider at their next meeting.

Maria Neyland said she is unable to attend the 3/22/12 School Committee meeting. As a member of the Boxborough School Committee, she feels different than as an Acton-Boxborough Regional School Committee member about this issue. John emphasized that this is what he means that different people in different seats may have different opinions on regionalization and it is important to try to capture the different perspectives. He believes that the Committees need to decide if doing something will help kids, or not help kids.

Marie Altieri announced that a public form will be held on March 5th to present a possible new option of Acton kindergarteners attending Blanchard in September.

Materials for this meeting are posted at <http://ab.mec.edu/about/meetings.shtml>.

John Petersen stated that the first article on Tuesday night of Acton Town Meeting is the Acton2020 presentation followed by the APS Budget. He asked the Committee for their preferred order of the warrant. The Committees' preference is: 1. APS Budget 2. AB Regional Assessment 3. Lower Fields article 4. Regionalization article.

Boxborough School Committee adjourned at 8:05 p.m. Joint APS/AB Regional SC continues.

6.3 Policy Subcommittee Update

6.3.1 Use of Electronic Messaging by School Committee Members File: BHE – **SECOND READING**

Maria Neyland explained that this revision includes a change from School Committee members' First Class email addresses to ABSchools.org gmail addresses. All School Committee members will use their school gmail account for Committee business. This address will not be forwarded to any other email address to ensure that all Committee emails are archived in the new system. Xuan Kong moved that the revised policy be adopted and it was seconded. A friendly amendment was made and it was seconded that the new policy would be effective March 15th.

ABR SC VOTE:

It was moved, seconded and *unanimously*,

VOTED: to accept the revised policy BHE as amended.

APS SC VOTE:

It was moved, seconded and *unanimously*,

VOTED: to accept the revised policy BHE as amended

6.3.2 Remote Participation by Committee Members File: BEDJA – **FIRST READING**

Brigid Bieber said that this new policy is a recently enacted law. Under minimum requirements, Xuan requested that (a) and (b) be switched to emphasize the importance of having a quorum. He also asked what the cost of adaptive technology would be if it was needed and if the Committee would be at risk if it was not available. Because there are so many different possible scenarios the Committee agreed not to speculate beyond the scope of the policy discussion.

6.3.3 Pregnant/Parenting Students File: JIB – **FIRST READING**

Liza Huber stated that Federal law Title 9 applies to this policy and has been expanded to include pregnant students. Policy language in 10 other school districts was reviewed.

6.3.4 Fuel Efficient Vehicles File: DJ – text clarification **VOTE**

Brigid Bieber explained that this request is a slight revision to the technical reference contained in the current policy. The MA DOER Green Communities Grant Program, Fuel Efficient Vehicles Criteria 4, was revised on 10/17/11. The revision refers to this new document.

ABR SC VOTE:

It was moved, seconded and *unanimously*,

VOTED: to accept the revised policy DJ as amended to include the formal legal references

APS SC VOTE:

It was moved, seconded and *unanimously*,

VOTED: to accept the revised policy DJ as amended to include the formal legal references

6.4 AEA Coaching and Activities Stipend (Schedule B) revision – **VOTE**

John Petersen thanked Peter Montelbano for his significant work on this topic. Marie Altieri said that some of the stipends that were in the contracts were 15 years old. Stipends have been frozen at FY10 rates due to equity issues until the issue could be addressed. The School Committees discussed this in Executive Session on 2/2/12 and are now prepared to discuss in open session.

Materials for this meeting are posted at <http://ab.mec.edu/about/meetings.shtml>.

Xuan Kong moved, "to accept the revised Compensation for Coaches & Activity Leaders, Schedule B, with categories and compensation as provided in Coaches and Activity Advisor Stipends, Attachment A and to authorize the Chairman to sign the Memorandum of Agreement, dated 3/1/12." It was noted that the side letter being approved would be in effect July 1. The motion was seconded by Bruce Sabot.

Brigid Bieber stated that it was a very thorough process with everyone involved, and excellent analysis. John referred to the comparables slide, drawing attention to how equity was achieved by increasing some positions and decreasing others. Saying he was very pleased, he called it "a major restructuring that was not always easy."

ABR SC VOTE:

It was moved, seconded and *unanimously*,

VOTED: to accept the revised Compensation for Coaches & Activity Leaders, Schedule B, with categories and compensation as provided in Coaches and Activity Advisor Stipends, Attachment A and to authorize the Chairman to sign the Memorandum of Agreement, dated 3/1/12.

APS SC VOTE:

It was moved, seconded and *unanimously*,

VOTED: to accept the revised Compensation for Coaches & Activity Leaders, Schedule B, with categories and compensation as provided in Coaches and Activity Advisor Stipends, Attachment A and to authorize the Chairman to sign the Memorandum of Agreement, dated 3/1/12.

6.5 New Massachusetts Educator Evaluation Process

Marie Altieri presented the new Educator Evaluation Process to the Committees for their use in negotiating teachers' contracts and doing the Superintendent's evaluation. The Districts would like to pilot these evaluations for some teachers next year, and use it for all teachers the next year. Dr. Mills would like it used for his evaluation this year as well. Marie asked the Committees to familiarize themselves with the materials and prepare to use it for Dr. Mill's evaluation. She asked the Committees to be prepared to vote new language on Evaluations before September. The AEA teacher's contract voted in March 2011, included a separate follow on process to review and update the APS/AB teacher evaluation process and tools.

The State is calling for use of SMART Goals as one of the tools, which the Districts already use. The School Committees will be asked to adopt temporary language for the 2012-2013 pilot program, and more extensive language for FY13. Model documents are provided that can be used. Brigid stated that while getting timely feedback seems like a very positive change for teachers, she is concerned about the amount of time that the process will take to do. Marie agreed that this will increase evaluators' time significantly. John stated that all growth is dependent on constructive criticism, even if it is hard to take at times. Dr. Mills thanked Marie for this important effort. He stated that this is a massive cultural change in the profession and that the first rule of leadership is modeling. High School student representative Jacob Johnson likes the new teacher evaluation process and asked what the role of the students will be. Marie replied that there is a piece for student input at the High School level, but she is not sure exactly what it will look like. She said there is lots of research about how valuable student input is. Jacob feels this is really important due to the subtle interactions between teachers and their students.

6.6 Superintendent Evaluation

Marie reminded the Committees that the Superintendent's Evaluation is read at the June meeting. She asked who would coordinate this activity given that John Petersen is retiring at the end of his term. Mike Coppolino stated that given that John has been a School Committee member for awhile, it seems logical that he be involved in the process and take on the leadership role. The process used in previous years states, "The evaluation process will be managed by the chairs then current as of the February meeting of the Regional Committee. Participants will include Committee members as of that meeting." Xuan echoed Mike's statement that John should lead the Superintendent's evaluation process. John is happy to lead the

evaluation process if the Committee would like him to do it. The Committees were in consensus that John should lead this process.

6.7 ALG Report

The draft minutes of the 2/16/12 and 1/30/12 meetings were reviewed. ALG is looking at revenues generally and trying to achieve the Finance Committee's objectives. The \$1.5 m use of reserves has now become \$1.7 m of reserves. Health care plan design change savings have really helped to close a gap. A long discussion of FY14 and FY15 took place and it is very difficult to estimate confidently. OPEB contributions continue to be a very large issue. ALG settled on numbers for FY14 and FY15 but they are soft and still under consideration.

6.8 BLF Report

Bruce Sabot reported that BLF met on Tuesday and reviewed the regional assessment. They are in the process of waiting to hear back from FEMA regarding grants for the Blanchard School and a well that could make Blanchard a shelter. The budget looks good right now.

6.9 Acton FinCom Report

John Petersen reported that FinCom spent a lot of time on municipal issues this week. They concluded that the School budgets have closed on target and are most concerned about what the Long Range Plan will look like. They are still looking for feedback from the School Committees on FinCom's Long Range Planning Model. John recommended that the Committee revisit it after Town Meeting, in May or June.

6.10 Acton Health Insurance Trust (HIT) Report

The Trust met twice in February to set insurance premium rates for FY13. John summarized information relevant to rate setting for the HMO plans – NetBlue and HPHC HMO offered by the Acton HIT for FY13. These HMO plans are expected to represent more than 95% of the contracts insured by the Trust in FY13. The HMO guidance is based on the HMO experience from FY09-FY12 disaggregated from the other insurance plans offered by the Trust. If plan design change had not happened, rates would have gone up 4%, but because change did occur, rates went down 7%. This was critical to success.

Xuan asked if Trust members had a sense going forwarding for setting rates. John said that there is no mechanism in place to say what process is required for setting rates. A question was asked about appropriate work for boards and volunteers to do compared to staff work. Understanding current resources, John feels that staff should do much of this work. Xuan asked about the additional 1% discount. John said that some calculations might get to a different number and the system is acceptable. The trustees did not have a common view on the 1%.

6.11 Health Insurance Working Group Update

Meeting minutes are found at: <http://www.acton-ma.gov/Archive.aspx?AMID=142&Type=&ADID=> Marie Altieri said that this work is coming to a conclusion. All 8 town and school unions have ratified the proposals. The savings estimates total over \$900,000 in the first year and growing. The Memorandum of Agreement is in the packet and Committee members were asked to sign it.

6.12 Other Postemployment Benefits (OPEB)

Don Aicardi presented on OPEB as outlined in MA General Laws, Ch. 32B: Section 20. The ABRSD is a separate legal entity and is responsible for payment of a portion of ABRSD retiree health insurance. The District has been meeting this obligation with a "pay-as-you-go" system. A vote to establish an OPEB trust fund would augment the current system. The proposed FY13 Table 6 includes the first installment of this trust fund. The Town of Acton set a goal of \$500,000 for their first OPEB contribution.

All of this is new so the District is proceeding with our attorney's advice. Don believes it will show up as a revenue source on Table 6. Payments must be used only to fund retirees' health insurance because it is an irrevocable trust.

The Regional School Committee will vote on two motions:

1. Acceptance of Section 20 establishing an OPEB Liability Trust Fund
2. Statutory language that the District is meeting all requirements of the law to authorize creation of the trust

Funding the trust occurs when the Regional School Committee votes the FY13 budget.

Brigid asked if this was the only way to fund the future liabilities and Don said that it was. Dennis asked about accounting methods and Don stated that there are many variables and that the Department of Revenue (DOR) is providing guidance. Xuan asked for more clarity on how money in the trust can be invested. Don said that there are still questions about specifics and things that the statute does not address. John said that the Segal Group will be engaged on an annual basis to do this reporting per new MA General Laws.

Amy Heddison spoke from the public. She stated that not enough is known yet about the details of this kind of trust. She asked, "What if we cannot touch it, with all the educational expenses that we now have?" John said that many of these questions will be answered once the trust is set up.

Dick Calendrella spoke from the audience saying that the amounts being discussed are a drop in the bucket for what the Town and School District will owe. He believes it will lead to an override, and advocated for putting \$2 million into the trust account.

ABRSC VOTE:

It was moved, seconded and unanimously,

VOTED: that the Regional School District accept the provisions of Section 20 of Chapter 32B of the Massachusetts General Laws providing for the establishment of an Other Post-Employment Benefits Liability Trust Fund.

ABRSC VOTE:

It was moved, seconded and unanimously,

VOTED: that an Other Post-Employment Benefits Liability Trust Fund be established as a segregated fund on the books of the District and administered in accordance with the requirements of and for the purposes of Section 20 of Chapter 32B, such fund to be in the form of an irrevocable trust or such other form as shall be determined by counsel as appropriate to meet the requirements of Section 20 and of Government Accounting Standards Board standard 45.

With the trust fund now established for the Region, Don stated that \$236,000 is shown as a contribution in our upcoming FY13 budget slides. A member stated that the liability is so huge, it seemed like any number would work or not work.

Don was asked if the number in the budget obligates the District to move that money to the trust. Given that the state budget isn't finalized yet, and numbers may change, he was asked if there would still be flexibility to address that question, if necessary. John Petersen cautioned that when the School Committees approve the budget, they expect that unless something radically changes, the Superintendent and staff will make good decisions. Once the trust fund is established, before money is transferred, he asked if the School Committee could be given another chance to get answers to these questions. Dick Calandrella asked if the \$500,000 recommended by the FinCom to be set aside for OPEB, includes the \$200,000. John said that it does and that the ALG vetted it and school budget numbers are in line with these ALG discussions.

6.13 Town Elections

The Acton election is March 27th. Three School Committee candidates are running for 2 seats: Dennis Bruce, Adria Cohen, and Deanne O'Sullivan. The Boxborough deadline is April 2nd for filing nomination papers. Boxborough election day is May 21. The League of Women Voters is taping a forum at the Acton TV studios to be shown on cable tv.

The APS SC was suspended at 9:53 p.m. The ABR SC continued.

7.0 AB SCHOOL COMMITTEE BUSINESS

7.1 FY12 Budget – 2nd Quarter Report

Finance Director, Don Aicardi, projected that the ABRSD ended the second quarter of FY12 with a \$251,405 projected year end fund balance. See memo for highlights. Don cautioned the Committee to be prepared that if the Lower Fields Project proceeds, there may be some additional expenses. E&D has still not been certified by the DOR. He will notify the Committee and Finance Committees of both towns when that happens.

7.2 Lower Fields Project Update – vote to be at 3/22/12 SC meeting

Steve Mills gave an update based on the recent presentation in Boxborough. A draft Memorandum of Understanding between the AB Regional School District and the Friends of the Lower Fields (FOLF), and a FOLF Lower Field Programming Agreement are in the packet. Language for the vote to be taken at the 3/22/12 School Committee meeting and Town Meeting Warrant text were distributed.

Dr. Mills said that the project changed when decision was made to proceed without CPA funding from the Town of Acton. FOLF is ready to donate \$200,000 and a one million dollar bank loan. Bond Counsel has said it will be a \$3 million bond (total). Director of Community Education, Erin Bettez has committed \$125,000 annually from Community Education. ABRSD would run and operate the concession stand. The level of details needs to be worked out before revenue generated can be estimated. Dr. Mills thanked Dave Wilson and Chip O'neil for being in the audience. This project is totally consistent with the recently approved Long Range Strategic Plan. An extensive presentation on the project will be done at the 3/22/12 School Committee meeting.

Dr. Mills said that he read Nancy Sherburne and Bill Guthlein's letter of concern about the project. He stated that there are important things that are not funded in this school budget but there are priorities and this particular chunk of money is an investment that should be made. Xuan asked if the High School and Junior High principals agreed with this decision. Dr. Mills affirmed that the two principals agreed with this and understood the tradeoffs made to finance the project.

(Kim McOsker arrived at this point, 10:15 p.m.)

Dr. Mills said that the District is partnering with FOLF on this project and that it is a risk to use some of the regional budget towards it. Xuan stated that in his opinion, this is not a risk, it is a choice that the District is making. He said that if the Administration chooses this as a priority, it would be reasonable for him to support it. When asked how this project would impact our future borrowing capability if we take out this loan, Don stated that unlike a town, there is no debt limit for a Regional School District. If we had to borrow for another project in the future, we could still do that. Marie Altieri added that major borrowing was done for the High School and Junior High School projects at \$50 million and that debt will be paid off soon. Dr. Mills emphasized that FOLF is giving the District such an income stream that it is a great opportunity for ABRSD, the students and the communities of Acton and Boxborough.

Maria Neyland said that she was initially opposed to this project but is happy at how it is turning out. She has concerns about the money but given the partnership, it is a great opportunity.

Alex Horovitz spoke from the public. He initially was in support of the project when he thought most of the funds were coming from the private sector. Knowing that our schools lack important educational items like librarians and other simple things, he is opposed. He feels that the community could accomplish this project on their own, instead of borrowing money. Alex said that one way to support athletics would be to give athletes like football and lacrosse players credit for their 990 hour requirement, as band members are given.

Nancy Sherburne spoke from the public. She would support the project if the money was available but is against it because she believes that direct services are not being provided to students to pay for this project. Advocating for the needs of special education students at the High School who would benefit from a Connections program, she said that basic educational needs are critical. She stated that this project hampers the District for the next few years knowing how state aid and circuit breaker funding fluctuate. She asked if the District can afford to commit \$300,000 a year for this project and to weigh the educational needs of our students with these athletic enhancements.

Bill Guthlein spoke from the public asking if this is a fair deal for the schools, emphasizing that he feels the District is taking on \$3 million of risk. Commitments from the third party groups that will pay rental fees make the project work, but are still risky.

John Petersen stated that this is similar to the OPEB discussion in that a series of events has to occur for this to all actually happen. He described it as a gate that must be passed through with some firm things in place before the event will happen and that will reduce some of the risk. He believes there are some quite good estimates involved in the proposed project. Dave Wilson stressed that one lesson learned from the Leary Field Project is that it took a lot of little checks that added up to the total cost. He believes it would take 10 years to raise that amount in today's economy. There is a strong demand for this kind of field use. Not many projects have a net 0 balance. He stated that the school will get all of their money back. Xuan stated that Bill raised a valid concern and noted that the contract is silent on future rates to be charged.

Brigid reminded the School Committee that they will be asked to vote on the bond for this project at their meeting on March 22, 2012. Further questions and comments should be addressed to Steve Mills, Brigid Bieber, or anyone on the Committee.

7.3 FY'13 Budget Update

Don Aicardi presented the FY13 budget and recommendation to approve the revised FY'13 ABRSD Budget and Assessments. The FY13 ABRSD proposed budget totaled \$39,114,804. Don explained that slide 7 showed a Lower Fields amount of only \$125,000 because initial start up costs were covered in FY12. An updated split of ABRSD costs is used in Table 6, pertaining to a change in Boxborough population per the Regional Agreement.

Bruce Sabot read the motion found in attachment A and Xuan seconded it.
It was unanimously,

VOTED: to approve the recommended FY'13 Acton-Boxborough Regional School District Budget and Assessment found in attachment A.

7.4 New Arts Graduation Requirement

Deborah Bookis, Director of Curriculum and Instruction, met with ABRHS Principal Alixe Callen, Performing Arts Director Mark Hickey and Visual Arts Director Diana Woodruff numerous times over the past year to consider an arts graduation requirement at ABRHS. It was determined that no additional staff, classes or space would be needed to satisfy this new requirement. 88% of our High School students in 2012 have taken an arts course at ABRHS. Twelve other districts were surveyed. They all have arts graduation requirements ranging from one semester to two years. Both the faculty and school council fully support an arts graduation requirement beginning with the class of 2016.

Materials for this meeting are posted at <http://ab.mec.edu/about/meetings.shtml>.

Alex Horvitz spoke from the audience saying that he worked for Steve Jobs and Steve always appreciated a computer person that had a good design eye. Alex said that anything we can do to expose students to more art like this is good. It was noted that if approved, the School Committee will need to revise their Graduation Requirements Policy.

It was moved, seconded and unanimously,

VOTED: to approve the addition of an arts graduation requirement at ABRHS of 2.5 credits in: Communication Arts, Industrial Arts, Performing Arts or Visual Arts beginning with the Class of 2016.

7.5 Recommendation to Approve ABRHS Exchange Trip to France, Fall 2012/Spring 2013

It was noted that this trip will be for current 10th and 11th graders. Mike Coppolino stated that he will vote in favor of the trip because it appears very cost effective. Dr. Callen said that it costs less because it is an exchange and students stay in homes. There are no lodging costs.

It was moved, seconded and unanimously

VOTED: to approve the ABRHS Exchange Trip to France in Fall 2012/Spring 2013

7.6 Recommendation to Approve ABRHS Community Service Learning Trip to Peru

Dr. Callen stated that this is a first time trip with lots of curricular follow up. The chance to travel with our teachers like this is wonderful and the start of a great service project. This trip is different from the China trip that the Committee did not approve because although it is still expensive, it is for seniors. The China trip was for 8th graders. Xuan asked if the school could help with subsidized cost. He feels it is a very valuable experience and doesn't want to shut students out due to cost.

It was agreed that the School Committee has had some underlying concerns about some trips and they have not articulated this to the staff making the proposals. This will be put on the Committee's Summer Workshop agenda.

It was moved, seconded and

VOTED: to approve the ABRHS Community Service Learning Trip to Peru
(YES: Bieber, Bruce, Kong, McOske, Neyland, Petersen, Sabot
ABSTAINED: Coppolino)

8.0 **FOR YOUR INFORMATION**

8.1 ABRHS

8.1.2 ABRHS Child Development Preschool 2012-2013 posted at <http://ab.mec.edu/>

Dr. Callen explained that this program is connected to a class offered at the High School and they are trying to publicize registration for the fall so the class can continue. It is self-funded.

8.1.3 Concussion Information – John thanked Dr. Callen for this data.

8.7 Pledge Case Update – Steve Mills reported that there has been a lot of publicity, but no updates.

AB Regional SC adjourned at 11:25. APS SC reconvened.

9.0 **ACTON PUBLIC SCHOOL COMMITTEE BUSINESS**

9.1 Recommendation to Approve Revised FY13 APS Budget – **VOTE**

Don Aicardi reported that the proposed FY'12 to FY'13 annual increase is 1.72%.

Highlights include:

- Use of total reserves is lowered from \$1.853m in FY'12 to \$1.7m in FY'13
- Items from the LRSP have been addressed totaling \$385,000 from the Investment Budget
- OPEB Liability has begun to be addressed by allocating \$282,000 for Acton's Municipal & Elementary Schools in FY'13

Four new full time positions are added in this proposal, plus one for the Douglas special education position.

It was moved, seconded and unanimously,

VOTED: to approve the FY13 APS budget of \$26,562,103 as proposed.

NEXT MEETINGS:

March 15 – 7:00 pm, APS SC meeting at GATES SCHOOL

March 22 – 7:30 pm, JT/ABR/APS SC meeting at RJ Grey JH Library

April 2 – Acton Town Meeting begins

May 3 – 7:30 pm, ABRSC meeting at RJ Grey JH Library

May 14 – Boxborough Town Meeting begins

May 17 – 7:00 pm, APS SC meeting at CONANT SCHOOL

The Acton Public School Committee adjourned at 11:38 p.m.

Respectfully submitted,
Beth Petr

Attachment A: FY'13 Acton-Boxborough Regional School District Budget and Assessment dated 3/1/12

List of documents used: Agenda, Statement read by John Petersen, Attachment A

Office of the Superintendent
Acton Public Schools
Acton-Boxborough Regional School District
(978) 264-4700 x 3211
<http://ab.mec.edu>

Attachment A.

Approved

3/1/12

ABRSC mtg

TO: Acton-Boxborough Regional School Committee
FROM: Steve Mills, Superintendent
DATE: March 1, 2012
RE: Recommendation for FY'13 Acton-Boxborough Regional School District
Budget and Assessments

**Recommendation for FY'13 Acton-Boxborough Regional School District Budget
and Assessments**

Attached is a copy of the Analysis of Assessments for FY'13. The Administration recommends that the total appropriation for the Acton-Boxborough Regional School District for the fiscal year of July 1, 2012 through June 30, 2013 be set at \$39,114,804 and that member towns be assessed in accordance with the Education Reform Law and the terms of the Agreement and amendments thereto as follows: Acton \$25,193,314, Boxborough \$5,901,118, remainder to be accounted for by the Anticipated Chapter 70 Aid in the amount of \$6,616,437, Anticipated Charter School Aid in the amount of \$39,229, Transportation Aid, Chapter 71, Section 16C in the amount of \$594,048, a transfer from E&D Reserves in the amount of \$770,000, and a transfer from the Junior High School Project Premium on Loan in the amount of \$658.

CC: Donald Aicardi, Director of Finance
Marie Altieri, Director of Personnel

Table 6
ACTON-BOXBOROUGH RSD
 Analysis of Assessments
 Projected State Aid Numbers
 School Year 2012-2013

	GROSS BUDGET 2012-2013	ACTON 80.67%	BOXBOROUGH 19.33%
INSIDE DEBT LIMIT:			
OPERATING BUDGET	\$34,666,617	\$27,965,560	\$6,701,057
REGULAR TRANSPORTATION	\$1,328,994	\$1,097,509	\$231,485
OPEB TRUST CONTRIBUTION	\$236,000	\$190,381	\$45,619
LOWER FIELDS CONSTRUCTION	\$150,000	\$128,505	\$21,495
SPED TRANSPORTATION	\$842,021	\$679,258	\$162,763
TOTAL INSIDE DEBT LIMIT	\$37,223,632	\$30,061,214	\$7,162,418
OUTSIDE DEBT LIMIT:			
CONST DEBT SERVICE (JHS&SHS/OUTSIDE 2 1/2)			
JH CONSTRUCTION/RENOVATION	\$464,528	\$397,961	\$66,567
SH CONSTRUCTION/RENOVATION	\$1,426,644	\$1,222,206	\$204,438
TOTAL OUTSIDE DEBT LIMIT	\$1,891,172	\$1,620,167	\$271,005
GROSS BUDGET	\$39,114,804	\$31,681,381	\$7,433,423
DEFERRAL OF TEACHER SALARIES	\$0	\$0	\$0
TOTAL BUDGET INCLUDING DEFERRAL	\$39,114,804	\$31,681,381	\$7,433,423
OTHER FINANCING SOURCES:			
CHAPTER 70 BASE AID	\$6,969,133	\$5,622,000	\$1,347,133
CHOICE/CHARTER SCHOOL ASSESSMENT	(\$352,696)	(\$284,520)	(\$68,176)
CHARTER SCHOOL AID	\$39,229	\$31,646	\$7,583
REGIONAL SCHOOL TRANSPORTATION (Cherry Sheet)	\$594,048	\$497,218	\$96,830
TRANSFER FROM PREMIUM ON LOAN-JHS	\$658	\$564	\$94
TRANSFER FROM RESERVES (E&D)	\$770,000	\$621,159	\$148,841
TOTAL OTHER FINANCING SOURCES	\$8,020,372.00	\$6,488,067	\$1,532,305
ASSESSMENTS	\$31,094,432	\$25,193,314	\$5,901,118

*Premium must be used to reduce debt service costs.

**ACTON PUBLIC and ACTON-BOXBOROUGH REGIONAL
SCHOOL COMMITTEE MEETINGS (with Boxborough School Committee)**

**Library
R.J. Grey Junior High School**

**March 1, 2012
7:00 pm Joint APS, ABR and Boxborough SC Meeting
followed by Joint APS, ABR SC Meeting
followed by AB SC Meeting
followed by APS SC Meeting**

AGENDA with addendum

1.0 JT APS/AB REGIONAL SC CALL TO ORDER (7:00)

2.0 CHAIRMAN'S INTRODUCTION

3.0 STATEMENT of WARRANT

4.0 APPROVAL of MINUTES

4.1 JT SC Budget meeting, January 28, 2012 (*addendum*)

4.2 JT SC meeting, February 2, 2012 (*next meeting*)

5.0 PUBLIC PARTICIPATION (7:05)

Boxborough School Committee call to order.

6.0 JOINT SCHOOL COMMITTEE BUSINESS (7:10)

6.1 EDCO Discussion re Compliance with Pending Collaborative Legislation with ABRSC,
APS SC and Boxborough SC – Dorsey Yearly, EDCO Executive Director, Curtis Bates,
Steve Mills, Xuan Kong

6.1.1 Memo from EDCO Executive Director, Dorsey Yearly

6.2 Regional School District Study Committee (RSDSC) Update – Xuan Kong (7:25)

6.2.1 Upcoming Presentations

6.2.2 Warrant Article for Acton Town Meeting

6.2.3 Additional RSDSC materials found at:

<https://sites.google.com/site/abregionalstudycmt/>

Boxborough School Committee adjourns. Joint APS/AB Regional SC continues.

6.3 Policy Subcommittee Update (7:40)

6.3.1 Use of Electronic Messaging by School Committee Members File: BHE –
SECOND READING – Brigid Bieber

6.3.2 Remote Participation by Committee Members File: XX – **FIRST
READING** – Brigid Bieber

6.3.3 Pregnant/Parenting Students File: JIE – **FIRST READING** – Liza Huber

6.3.4 Fuel Efficient Vehicles File: DJ – text clarification **VOTE** – JD Head

6.3.4.1 Proposed revision with memo (*addendum*)

6.3.4.2 MA DOER Green Communities Grant Program, Fuel Efficient
Vehicles Criteria 4, revised 10/17/11

6.4 AEA Coaching and Activities Stipend (Schedule B) revision – **VOTE** – Marie Altieri (7:55)

6.4.1 AEA / NSC Proposal Slides, 2/2/12 (*revised with attachment*)

- 6.5 New Massachusetts Educator Evaluation Process – *Marie Altieri* (8:00)
 - 6.5.1 Standards for Administrators
 - 6.5.2 Standards for Teachers
 - 6.5.3 New Massachusetts Frameworks for Educator Evaluation, *slides*
- 6.6 Superintendent Evaluation – *Marie Altieri* (8:10)
 - 6.6.1 Implementation Guide for Superintendent Evaluation, January 2012
 - 6.6.2 Appendix A: Superintendent Rubric, January 2012
 - 6.6.3 Previously used process and rubrics
- 6.7 ALG Report – *John Petersen/Xuan Kong* (8:20)
 - 6.7.1 Draft minutes of 2/16/12 and 1/30/12 meetings
- 6.8 BLF Report – *Maria Neyland* (oral) (8:25)
- 6.9 Acton FinCom Report – *John Petersen/Xuan Kong* (oral)
- 6.10 Acton Health Insurance Trust (HIT) Report – *John Petersen* (8:30)
 - 6.10.1 Guidance for Acton HIT HMO Premiums FY13, *J. Petersen*
 - 6.10.2 HIT Report on Rate Setting – February 2012
- 6.11 Health Insurance Working Group Update – *Marie Altieri* (8:35)
 - 6.11.1 Health Insurance Memo of Agreement
(*Originals will be brought to meeting for signature*)
 - 6.11.2 Meeting minutes are found at:
<http://www.acton-ma.gov/Archive.aspx?AMID=142&Type=&ADID=>
- 6.12 Other Postemployment Benefits (OPEB) – *Don Aicardi, John Petersen* (8:40)
 - 6.12.1 Establishing Trust Account – **VOTE** (*addendum*)
 - 6.12.2 MA General Laws, Ch. 32B: Section 20 (*addendum*)
 - 6.12.3 OPEB Presentation slides (*addendum*)
- 6.13 Town Elections – *John Petersen* (oral)(8:45)
 - Acton election is March 27th. 3 School Committee candidates running for 2 seats:
Dennis Bruce, Adria Cohen, Deanne O'Sullivan
 - Boxborough deadline is April 2nd for filing nomination papers. Election is May 21.

APS SC is suspended. AB SC continues.

- 7.0 **AB SCHOOL COMMITTEE BUSINESS** (8:50)
 - 7.1 FY12 Budget – 2nd Quarter Report – *Don Aicardi* (*addendum*)
 - 7.2 Lower Fields Project Update – *Steve Mills* (*vote at 3/22/12 SC meeting*) (9:05)
 - 7.2.1 Draft Memorandum of Understanding between AB Regional School District and the Friends of the Lower Fields (FOLF) (*revised in addendum*)
 - 7.2.2 Draft FOLF Lower Field Programming Agreement
 - 7.3 FY'13 Budget Update – *Steve Mills/ Don Aicardi* (9:15)
 - 7.3.1 Recommendation to Approve revised FY'13 ABRSD Budget and Assessments – **VOTE** – *Steve Mills* (*addendum*)
 - 7.4 New Arts Graduation Requirement – **VOTE** – *Deborah Bookis* (9:25)
 - 7.4.1 Memo from D. Bookis
 - 7.4.2 John Maeda: Innovation is born when art meets science, *Tom Lamont*
<http://www.guardian.co.uk/technology/2010/nov/14/my-bright-idea-john-maeda>
 - 7.4.3 Your Life in 2020, *John Maeda*
http://www.forbes.com/2010/04/08/john-maeda-design-technology-data-companies-10-keynote_print.html
 - 7.4.4 Cultivating the Imagination, *Martha Nussbaum*
<http://www.nytimes.com/roomfordebate/2010/10/17/do-colleges-need-french-departments/cultivating-the-imagination>
 - 7.5 Recommendation to Approve ABRHS Exchange Trip to France, Fall 2012/Spring 2013 – **VOTE** – *Steve Mills* (9:40)

7.6 Recommendation to Approve ABRHS Community Service Learning Trip to Peru – **VOTE** –
Steve Mills

8.0 FOR YOUR INFORMATION (9:45)

8.1 ABRHS

8.1.1 Discipline Report, February 2012 (*next meeting*)

8.1.2 ABRHS Child Development Preschool 2012-2013 posted at
<http://ab.mec.edu/> (*addendum*)

8.1.3 Concussion Information

8.1.4 Knowing the Score on Concussions graph, B. Globe 2/19/12 (*addendum*)

8.2 RJ Grey Junior High

8.2.1 Discipline Report, February 2012 (*next meeting*)

8.2.2 Project Wellness, March 21, 2012

<http://ab.mec.edu/rjweb/projectwellness.shtml>

8.3 Pupil Services

8.3.1 ELL Student Population, February 1, 2012

8.4 Monthly ABRSD Financial Reports

8.5 Monthly Enrollment Report – February 1, 2012

8.6 Acton 2020 Presents “The Plan” – March 6th at 7:00 pm, Acton Town Hall

8.7 Pledge Case Update – *Steve Mills (oral)*

8.8 Correspondence from the Community

8.9 School Committee Invitations: 20 Year Chair Ceremony, March 21st at 5PM
All Staff Retirement Party, June 7th at 3PM

AB Regional SC adjourns. APS SC is reconvened.

9.0 ACTON PUBLIC SCHOOL COMMITTEE BUSINESS (9:50)

9.1 Recommendation to Approve revised FY13 APS Budget – **VOTE** – *Steve Mills (addendum)*

9.1.1 Early Childhood Services memo re Boston Globe article “Special Needs
Preschoolers on Rise in Boston”, *Liza Huber (addendum)*

10.0 NEXT MEETINGS:

March 15 – 7:00 pm, APS SC meeting at GATES SCHOOL

March 22 – 7:30 pm, JT/ABR/APS SC meeting at RJ Grey JH Library

April 2 – Acton Town Meeting begins

May 3 – 7:30 pm, ABRSC meeting at RJ Grey JH Library

May 14 – Boxborough Town Meeting begins

May 17 – 7:00 pm, APS SC meeting at CONANT SCHOOL

ADJOURN – 10:00 PM

Local optimum is a term in applied mathematics and computer science.

A local optimum of a combinatorial optimization problem is a solution that is optimal (either maximal or minimal) within a neighboring set of solutions. This is in contrast to a global optimum, which is the optimal solution among all possible solutions.

For purposes of optimization, a function must be defined over the whole domain, and must have a range which is a totally ordered set, in order that the evaluations of distinct domain elements are comparable.

■ Wikipedia 3/1/12

“Are there heuristics to avoid falling into local optimum?”

“One possible method is to use the chaos mechanism.”

Tonight we will come closer to the final programs and budgets that we will bring before Acton and Boxborough Town Meetings. Each of these individual programs has been discussed, refined and debated, first by staff and then by the School Committee. The School Committee is chartered not only to review the programs for their individual merits but also to make sure that various programs are compared to each other. Finally the School Committee is charged to bring forward a plan that is globally optimized; a plan that lives within the resources of our communities and provides the best possible combination of educational experiences for our students. As Dr. Mills has said, our plans should reflect our values.

Our discussion tonight will not encompass every aspect of our budget or establish that we have reached a “global optimum”. Nonetheless, we know that finding that global solution is the work we have been elected to perform.

Let us begin.

John Petersen March 1, 2012

ALG minutes March 8, 2012

Present: Bart Wendell, facilitator; Mike Gowing, Pam Harting-Barrat, BoS; Pat Clifford, Doug Tindal, FC; John Petersen (when he left early he was replaced by Xuan) SC; Steve Ledoux, Steve Mills, John Murray & Don Aicardi, staff. Audience: Mary Ann Ashton, Clint Seward, FC; Janet Adachi, BoS; Charlie Kadlec, Allen Nitschelem & Bob Ingram, AVG.

Minutes were accepted

2. Review, discussion & outlying years of ALG plan

Extra Info: ALG spreadsheet; OPEB pay down options

JM: reported that there have been no changes on the ALG plan since last meeting. There were questions about what numbers should be put in for FY 14 & 15

Bart: we have assumptions needed for consensus—is there agreement in the revenue assumptions? The silence was taken for an assent. The same procedure was followed for the expenditure assumptions. The remaining assumption was for OPEB

Pat asked about the progress of the collective bargaining and the source of the revenue.

Steve L said the money would come from the operating budget

Doug noted that the FC was still concerned about the instability of the transportation budget—the experiment was to be for three years & then ideally be self-sufficient. The nursing service needs a three-year plan which shows how the service can overcome massive private sector competition and deliver its services efficiently. In the absence of any long-term approach there is discomfort—he will not vote against it.

The nursing service needs to be reconstructed—it has been done before. Those services that are provided by the private sector should stay private & we should not compete. “There have been lots of efforts to rationalize the numbers, that’s OK but we need a three-year plan.”

Mike said that transportation would never be self-funded

***There was an agreement for the need to “flag” the nursing service and that there should be discussions on how to go forward with the service. It was suggested that the meetings take place after Town Meeting but before the closing of the schools. It was also agreed to accept the OPEB numbers as they appear on the sheet.

***It was also agreed that the three boards should meet this summer to look into the out years and the use of reserves for those years. There is concern on the part of the FC that the budget should not be balanced on reserve use year after year.

However the growth of the OPEB number for FY 14 and beyond was not resolved

****Agreement that the ALG plan was accepted for printing in the warrant.

Discussion of OPEB numbers

JP noted that the number for AB was \$189k while that for the Town was \$311k

Mike suggested that the split between the town & schools be calculated outward just as the contribution number.

Bart asked if there was any chance that a schedule for OPEB payments could be accepted since there were three different schedules.

There was a general "feeling" that an agreement could not be reached without further discussion.

Doug noted that the \$500k set by the FC was a "political number" used to get people's attention. He noted that the number was not what was recommended by the FC's OPEB subcommittee but that there were limits on what could be contributed by the town in the near term without doing real damage to existing programs

There were three schemes circulated for estimating payments in subsequent years. The schedules were: incremental increases of \$100k/year; proposed by the schools; a 50% increase starting with the \$500k and going \$750k; 1,125k; \$2.2M....proposed by the selectmen; the FC proposal started with the \$500k and increased by \$500k per year.

Bart reminded the group that each new ALG group set their own regulations and could not be tied to decisions made by the previous group with regard to future operations.

The discussion centered on the importance of getting an OPEB schedule settled and the best way to do that was to meet in a subcommittee structure and bring possible agreements back to the whole group. There was the feeling that the next ALG needed to take into account the decisions on OPEB funding as a given before they started their new sessions.

For the Town Meeting it was agreed that the lowest schedule would be accepted.

No dates were given for the sessions for making these decisions.

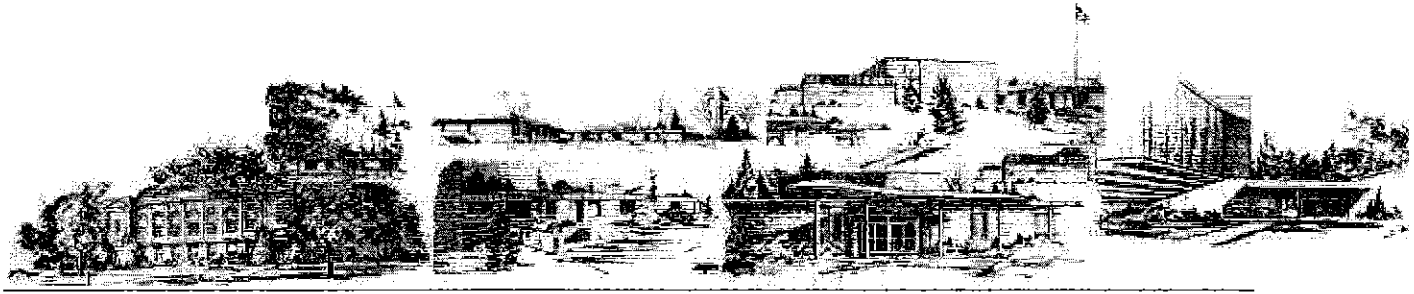
Public

Mr. Kadlec suggested that something be in the warrant that will explain the differences in the numbers for the outlying years of FY 14 & 15 and that a range of \$700k - \$2 M be published

Allen: was concerned that the recommendations of the Segal report were not being heeded and that rather than \$500k the number should be \$2.2M. He suggested that the starting point for the out years be the \$2.2M number.

At 8:30 Bart dissolved the ALG

Ann Chang



Acton Public Schools • Acton-Boxborough Regional School District
16 Charter Road Acton, MA 01720 Phone: 978-264-4700 Ext 3205 Fax: 978-264-3340
E-mail: daicardi@mail.abnrcs.edu

Donald Aicardi
Finance Director

TO: Superintendent Stephen Mills
FROM: Don Aicardi, Director of Finance *DA*
RE: FY12 Status Report-3rd Quarter
DATE: April 27, 2012

A. Summary

I am projecting that the Acton-Boxborough School District ended the third quarter of Fiscal Year 2012 with a \$573,714 projected year end fund balance.

B. Review of FY12 Budget-Through Three Quarters

I would like to highlight some of the most interesting observations about the FY12 budget for the regional school committee so far:

1. Salaries, Teaching. (\$-19k) The committee will recall that the current FY12 budget was deliberately constructed with significant reductions to account for retirements (-\$91k) and staff changes (-\$297k) which have had the intended effect of decreasing any potential vacancy factor savings before the beginning of the school year. The decision to anticipate these salary savings was done based on historical trends as well as a desire to make the FY12 budget increase as low as possible.

2. Salaries, Substitute (-\$75k) \$40,000 in additional vacancy factor savings were built into the FY12 budget within the teacher accounts which allowed us to increase the amount budgeted for substitutes from \$192,393 to \$252,793. This was intentionally done to more accurately reflect the amount of annual spending in this account. To date, this technique has closed this liability but has not erased it.

3. Health Insurance (+\$202k) The ABRSD FY12 health insurance was recalculated three times during last year's budget season to reflect evolving enrollment numbers, changes to the rate increases recommended by the Health Insurance Trust Committee, then to reflect the negotiated savings in the employer portion of health insurance. This estimate has continued to decrease due to enrollment changes since the first quarter.

4. Fringes, Unemployment (\$-27k) This account is still projected to be in deficit at year end. We have now built an internal tracking document which has improved the analysis of this account.

5. Fringes, Pensions (\$+14k) The Middlesex County Retirement Board has annually adopted an optional payment method which, if the annual appropriation is paid for in full by July 1, 2011, allows a 2% reduction in the appropriation to be realized. Due to our full payment, we were able to achieve cost savings in this account.

6. Other, Property/Casualty (+\$66k) Property and liability insurance expenses are charged both to this account and the Student Transportation account. This account was closely scrutinized with the help of J.D. Head, Director of Facilities and Transportation. We have concluded that there will be a small surplus at the close of the fiscal year.

7. Utilities (+\$91k) Due to our conservation efforts, our electricity usage continues to trend downward. Now, due to this unusually mild winter, we are continuing to project a surplus by the close of this fiscal year. .

8. Other, Sped Tuition (+\$497k) Thanks to the state legislature, the final amount of circuit breaker reimbursement was confirmed in mid-September to be approximately 65%, higher than the estimate of 40% used in the FY12 budget last spring. We know that the final amount of reimbursement, if fully utilized this fiscal year, will be \$1,146,293, \$434,000 higher than the \$711k estimate used in the FY12 budget.

9. Other, Student Transportation (+\$32k) As mentioned during the FY13 budget meetings, the finalization of the Dee bus contract not only produced savings in the FY13 budget, but also in the FY12 budget. This projected surplus has decreased slightly since the second quarter due to increased gasoline costs.

One small note: as part of the second quarter report, it was assumed that \$275,000 for the expenses related to the Lower Field project would be incurred before the close of the fiscal year. That assumption has now been removed from this third quarter report, which has caused the year end estimate to increase. If passed by the Boxborough Town Meeting, any Lower Field expenses to be paid from the FY12 budget will be presented as part of the June 7th FY12 year end presentation.

E. Conclusion. I am happy to answer any questions that you might have. Thank you.

ACTON BOXBOROUGH REGIONAL SCHOOL DISTRICT GENERAL FUND REVENUE FY12

Updated: March, 2012

			ORIGINAL EST REVENUE	EST REV ADJUSTMTS	REVISED EST REVENUE	ACTUAL YTD REVENUE	REMAINING REVENUE
10003	45401	FEDERAL REVENUE - THRU STATE	\$0.00	\$0.00	\$0	\$0.00	\$0.00
10003	46000	STATE REVENUE	\$0.00	\$0.00	\$0	\$0.00	\$0.00
10003	46801	Quarterly	\$6,969.13	\$0.00	\$6,969.13	\$5,226,849.00	\$1,742,284.00
10003	46804	2nd, 3rd & 4th Q	\$19,000.00	\$7,762.00	(\$19,000)	(\$12,667.00)	(\$6,333.00)
10003	46805	2nd, 3rd & 4th Q	\$340,890.00	(\$5,829.00)	(\$340,890)	(\$227,259.00)	(\$113,631.00)
10003	46806	SPECIAL EDUCATION ASSESSMENT	\$0.00	\$0.00	\$0	\$0.00	\$0.00
10003	46807	January & June	\$342,784.00	\$51,973.00	\$685,568	\$342,784.00	\$342,784.00
10003	46808	SPED TRANSPORTATION	\$0.00	\$0.00	\$0	\$0.00	\$0.00
10003	46809	2nd, 3rd & 4th Q	\$35,616.00	(\$7,203.00)	\$35,616	\$23,744.00	\$11,872.00
10003	47501	Monthly	\$24,725,573.00	\$0.00	\$24,725,573	\$16,483,719.00	\$8,241,854.00
10003	47502	Monthly	\$6,177,519.00	\$0.00	\$6,177,519	\$4,120,344.00	\$2,057,175.00
10003	48200	Monthly	\$15,000.00	(\$3,000.00)	\$12,000	\$9,862.52	\$2,137.48
10003	48403	Monthly	\$45,000.00	\$0.00	\$45,000	\$47,425.70	(\$2,425.70)
10003	48404	WORKERS COMP	\$0.00	\$0.00	\$0	\$0.00	\$0.00
10003	48406	INSURANCE SETTLEMENT	\$0.00	\$0.00	\$0	\$0.00	\$0.00
10003	48439	REGION RTEE BCBS	\$0.00	\$0.00	\$0	\$0.00	\$0.00
10003	48440	REGION RTEE HPHC	\$0.00	\$0.00	\$0	\$0.00	\$0.00
10003	48441	REGION ACTV BCBS	\$0.00	\$0.00	\$0	\$0.00	\$0.00
10003	48442	REGION ACTV HPHC	\$0.00	\$0.00	\$0	\$0.00	\$0.00
10003	48443	COBRA BCBS	\$0.00	\$0.00	\$0	\$0.00	\$0.00
10003	48444	COBRA HPHC	\$0.00	\$0.00	\$0	\$0.00	\$0.00
10003	49300	PREMIUMS ON LOANS	\$0.00	\$0.00	\$0	\$0.00	\$0.00
10003	49700	TRANSFER IN	\$0.00	\$0.00	\$0	\$0.00	\$0.00
			\$38,246,816	\$43,703.00	\$38,290,519	\$26,014,802.22	\$12,275,716.78

Examined During Budget Season
Examined During Budget Season

4/26/2012

ACTON/BOXBORO REGIONAL PUBLIC SCHOOLS FY12 BUDGET STATUS REPORT

	FY12 Budget Original	FY12 Budget Adjustments	FY12 Budget Current	FY12 Year End Projected Expenses	% Committed	FY12 Year End Projected Balance
Salaries, Teaching 01	\$16,006,402	\$131,000	\$16,137,402	\$16,156,539	100.1%	(\$19,137)
Salaries, Principals 02	\$741,686	\$0	\$741,686	\$768,328	103.6%	(\$26,642)
Salaries, Central Administration 03	\$421,151	\$0	\$421,151	\$435,622	103.4%	(\$14,471)
Salaries, Support Staff 04	\$2,940,641	\$0	\$2,940,641	\$2,979,315	101.3%	(\$38,674)
Salaries, Athletics 05	\$415,167	\$0	\$415,167	\$421,226	101.5%	(\$6,059)
Salaries, Buildings 06	\$280,104	\$0	\$280,104	\$337,777	120.6%	(\$57,673)
Salaries, Custodial 07	\$798,215	\$0	\$798,215	\$762,248	95.5%	\$35,967
Salaries, Home Instruction 08	\$7,133	\$25,000	\$32,133	\$28,379	88.3%	\$3,754
Salaries, Substitute 09	\$252,793	\$0	\$252,793	\$328,277	129.9%	(\$75,484)
Fringes, Course Reimbursement 10	\$28,000	\$0	\$28,000	\$28,000	100.0%	\$0
Fringes, Health Insurance 11	\$5,213,338	(\$89,000)	\$5,124,338	\$4,922,089	96.1%	\$202,249
Fringes, Other Ins 12	\$26,110	\$0	\$26,110	\$21,460	82.2%	\$4,650
Fringes, Unemployment 13	\$27,000	\$0	\$27,000	\$54,568	202.1%	(\$27,568)
Fringes, Workers Comp 14	\$90,000	\$0	\$90,000	\$107,108	119.0%	(\$17,108)
Fringes, Pensions 15	\$938,823	\$0	\$938,823	\$924,659	98.5%	\$14,164
Instructional Supplies 16	\$252,892	\$0	\$252,892	\$242,265	95.8%	\$10,627
Instructional Textbooks 17	\$135,167	\$0	\$135,167	\$137,231	101.5%	(\$2,064)
Instructional, Library 18	\$29,724	\$0	\$29,724	\$29,724	100.0%	\$0
Other, Capital Outlay 19	\$317,206	\$0	\$317,206	\$328,046	103.4%	(\$10,840)
Other, Prop/Casualty 22	\$100,865	\$0	\$100,865	\$34,389	34.1%	\$66,476
Other, Maintenance Buildings 23	\$359,880	\$0	\$359,880	\$402,269	111.8%	(\$42,389)
Other, Maintenance Outlays 24	\$200,242	\$0	\$200,242	\$218,618	109.2%	(\$18,376)
Other, Legal Service 26	\$102,776	\$0	\$102,776	\$109,364	106.4%	(\$6,588)
Other, Admin Supplies 27	\$584,087	(\$6,000)	\$578,087	\$613,018	106.0%	(\$34,931)
Other, Athletic Support 28	\$62,885	\$0	\$62,885	\$70,130	111.5%	(\$7,245)
Other, Custodial Support 29	\$72,409	\$0	\$72,409	\$74,845	103.4%	(\$2,436)
Other, Sped Transportation 30	\$788,332	\$0	\$788,332	\$779,750	98.9%	\$8,582
Other, Student Transportation 31	\$643,012	\$0	\$643,012	\$610,348	94.9%	\$32,664
Other, Travel 32	\$26,313	\$0	\$26,313	\$27,334	103.9%	(\$1,021)
Other, Sped Tuition 33	\$3,236,257	\$0	\$3,236,257	\$2,738,379	84.6%	\$497,878
Other, Utilities 34	\$1,285,751	(\$61,000)	\$1,224,751	\$1,133,291	92.5%	\$91,460
Other, Sewer 35	\$230,006	\$0	\$230,006	\$216,585	94.2%	\$13,421
Other, Debt Service 21	\$1,887,984	\$0	\$1,887,984	\$1,887,984	100.0%	\$0
GRAND TOTAL	\$38,502,351	\$0	\$38,502,351	\$37,929,167	98.5%	\$573,184

From: Denise Kelly
recapdata@dor.state.ma.us

Monday, March 26, 2012 1:31:46 PM

Subject: Fwd: Excess and Deficiency Notification for Acton Boxborough

To: Donald Aicardi Tess Summers Stephen Mills Beth Petr

Cc: Melissa Andrew

Attachments: Attach0.html

3K

FY11 E&D is certified.

----- Original Message -----

Massachusetts Department of Revenue Division of Local Services

Amy Pitter, Commissioner

Robert G. Nunes, Deputy Commissioner & Director of Municipal Affairs

Monday, March 26, 2012

Acton Boxborough

Re: **EXCESS AND DEFICIENCY - Acton Boxborough**

Based upon the unaudited balance sheet submitted, I hereby certify that the amount of excess and deficiency or "E & D" as of July 1, 2011 for Acton Boxborough is:

General Fund	\$ 2,238,394
--------------	--------------

This certification is in accordance with the provisions of G. L. Chapter 71, §16B½, as amended. The unencumbered funds certified above in excess of five percent of the operating budget and budgeted capital costs for the succeeding fiscal year, must be applied to reduce the current fiscal year's assessment. For your district, this excess amount equals \$ 313,276.

This certification letter will also be e-mailed to the school superintendent, the board of selectmen in each member town and the city council in each member city immediately upon approval, provided an e-mail address is reported in DLS' Local Officials Directory. Please forward to other officials that you deem appropriate.

Sincerely,
Gerard D. Perry
Director of Accounts

This email and any files transmitted with it are confidential and

intended solely for the use of the individual or entity to whom they

are addressed. If you have received this email in error please notify

the system manager at postmaster at dor.state.ma.us.

Acton-Boxborough Regional
School District
FY'12 Third Quarter Report &
Fiscal Year End Review
May 3, 2012

Superintendent's Introduction
Dr. Stephen Mills

Introduction

We are thankful for the support of the ABRSC
for the FY'13 Budget

FY'12 Year End Balances: How should they be used?

- A. Allow FY'12 balances to flow into E & D (ABRSD) to maintain reserves at a prudent level?
- B. Purchase on a priority basis requests not included in the FY'13 budget?
- C. Review whether additional funds could be appropriated out of FY'12 balances into our recently created OPEB trust fund?



Acton-Boxborough Regional
School District
FY' 12 Third Quarter Report &
Fiscal Year End Review
May 3, 2012



Don Aicardi, Finance Director

Review of ABRSD E & D Status

In March, the DOR certified our E & D balance.
As expected, their certification has placed us
OVER the 5% statutory cap.

FY'12 ABRSD Budget: \$38,502,351

5% Cap: \$1,925,118

Final Certified E & D: \$2,238,394

Amount "Over": \$313,276

Review of ABRSD E & D Status

As required, we are in the process of “returning” to both towns the \$313k over the 5% cap based on the regional school district percentages:

Town of Boxborough (20.19%):	\$63,250
Town of Acton (79.81%):	\$250,026

These funds are being returned to both towns by artificially “lowering” the monthly assessment bills. This will create surplus at fiscal year end which will become part of both towns’ FY’12 “free cash” calculation. Once certified, the funds would potentially be available for the FY’14 budget process.

(This option was approved by the ABRSD on October 6, 2011.)

ABRSD FY'12 3rd Quarter Report

FY'12 Update

ABRSD FY'12 3rd Quarter Report

Reminder:

The FY'12 ABRSD budget did not utilize ARRA, SFSF or Ed Jobs Grants grant funds to underwrite it

Only:

Prepaying SPED Tuition from FY'12 to FY'11
(\$244k)

ABRSD FY'12 3rd Quarter Report

Highlights

ABRSD FY'12 3rd Quarter Report

Highlight #1:

Utility savings were already anticipated by re-allocating \$61,000 towards the hiring of the two positions last June.

Due our continuing conservation efforts in addition to the mildness of this winter, we continue to project a surplus in the energy accounts by the close of FY'12.

ABRSD FY'12 3rd Quarter Report

Highlight #2:

The amount reimbursed to the ABRSD from the state in “circuit breaker” expenses was estimated to be 40%; the final amount was determined in September 2011, to be 65%. This increase in availability has had a positive effect on the FY'12 year end picture.

NOTE: The end of availability of federal ARRA IDEA grants has contributed to increased state circuit breaker reimbursement

ABRSD FY'12 3rd Quarter Report

Highlight #3:

The finalization of the Dee Bus contract last spring, after the FY'12 budget was finalized, has allowed a \$32k surplus to be projected in this account by the close of FY'12.

ABRSD FY'12 First Quarter Report

Highlight #4:

While the proposed Lower Fields construction project is being reviewed by both town meetings, sufficient balance is now being projected to be available so that construction expenses, if approved by both town meetings, can be paid from the FY'12 budget.

FY'12 Positive Fund Balance

Acton Boxborough RSD

From Recurring Sources:	<u>\$573k</u>
Current FY'12 Year End Estimate:	\$573k

**Year End Balance As A Percentage
Created By Recurring Sources:
1.5% of \$38.5m budget**

**FY'12 Positive Year End Balance:
How should they be used?**

- A. Allow FY'12 balances to flow into E & D (ABRSD) to maintain reserves at a prudent level?
- B. Purchase on a priority basis requests not included in the FY'13 budget?
- C. Review whether additional funds could be appropriated out of FY'12 balances into our recently created ABRSD OPEB trust fund?

**FY'12 Positive Year End Balance:
How should they be used?**

**Looking forward to the June 7th
meeting:**

**What are our goals?
What would we like the ABRSC to
weigh during the next several
weeks?**

Objective A



ABRSD Excess/Deficiency Balance: How will it be used in FY'13?

(from ABRSC December 1, 2011 meeting)

Based on assumption we will start the FY'13 budget
process at the E & D 5% Cap of **\$1.9m**
(October 6, 2011 vote of ABRSD)

Start with 5% of Operating Budget E & D balance: (\$1.9m): 5%

2% of Operating Budget Used for FY'13 budget (\$770k): (2%)

1% Operating Budget FY'12 Year End Turnback (\$385k): 1%

ESTIMATED FY'12 Year End E & D Bal (\$1.5m): 4%

FY'12 Positive Year End Fund Balance

**If a positive fund balance in the
neighborhood of \$570,000 materialized,
but was left untouched, what would the
E&D percentage be?**

Current Estimate: 4.7%

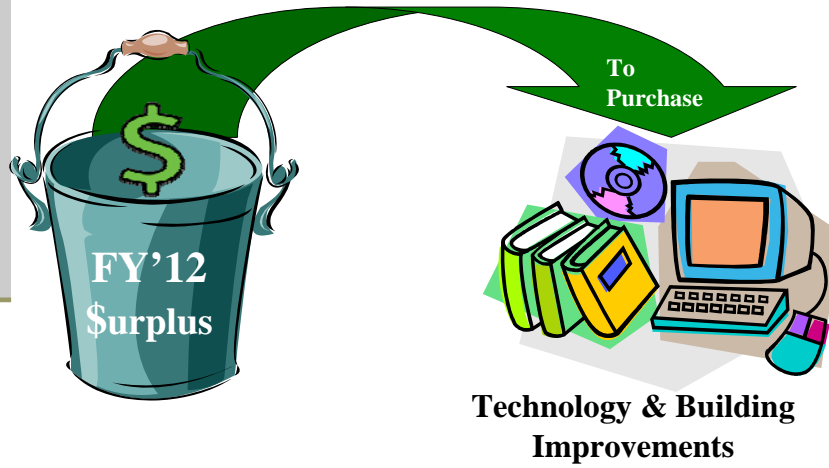
Target from last December? 4.0%

Objective A

What amount of FY'12 balances should flow into E&D (ABRSD) to be re-certified by the Department of Revenue?

REMINDER: Existing reserves were used to support the FY'13 budget: \$770k from E&D

Objective B



Potential FY'12 Year End Expenditures That We Are Weighing

The non-personnel needs that are being weighed were considered during the FY'13 internal budget process **BUT**

were not included in the FY'13 "investment budget."

FY'12 Year End Expenditures

We Have Committed To (Contingent on Town Meeting Approvals)

Item	Cost	Rationale
Lower Fields Construction	\$275,000	AB contribution towards Lower Fields construction.

FY'12 Year End Expenditures That We Are Weighing

Item	Cost	Rationale
Graphics Lab-Senior High	\$31,752	Computers in the graphics lab are 8 years old and incapable of running current software.
Computer Lab-Industrial Technology (SH)	\$32,320	Computers in industrial technology lab date back to the building project. Will not run current software.
Computer Lab & Library Computer Section (Junior High)	\$40,000	Computer Lab at Junior High is running computers that are 11-12 years old; replacement of those computers at their current location would allow those computers to be moved to the R.J. Grey Library.
TOTAL	\$104,072	

FY'12 Positive Year End Fund Balance

**If a positive fund balance in the
neighborhood of \$570,000 materialized,
what would the E&D percentage be?**

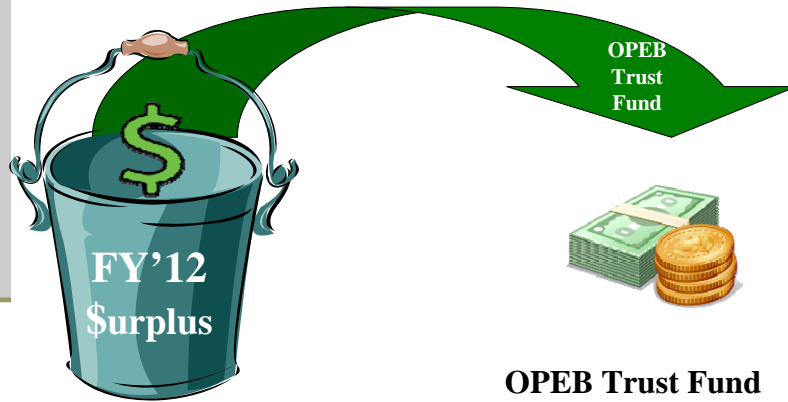
Current Estimate: 4.7%

**If \$380,000 in proposed spending moved
forward, what would the E&D percentage
be then?**

Current Estimate: 3.8%

Target from last December? 4.0%

Objective C



OPEB for ABRSD

(from March 1, 2012 ABRSC meeting)

How does ABRSD transfer money to the trust?

M.G.L. Chapter 32B Section 20 does not provide a specific mechanism for funding the trust. There are three possibilities:

1. Annual regional budget process
2. **Fiscal Year end transfers**
3. Vote from E & D (once DOR certified)

Looking Forward to June 7th Meeting

- FY'12 Purchase Requisition targeted “cut-off” date: **May 18, 2012**. Once we get past that date, will be able to fine tune potential year end balance.
- No vote would be “required” to transfer funds; but, consistent with the desire of the SC to review any proposed year end spending proposals, Dr. Mills would be presenting spending recommendations for your input and affirmation.

FY'13 ABRSD Budget Status

Continuing to monitor:

- 1) FY'13 budget consideration by Boxborough Town Meeting in eleven days
- 2) Finalization of FY'13 State Revenue. Used Governor's Budget (H2) for our FY'13 budget, now have House Ways and Means final budget
Chapter 70-now \$18.5 million above Governor's proposal
Regional Transportation-now \$1.9 million over Governor's
Charter School assessment higher
Senate FY13 budget –expected mid-May?
- 3) FY'13 Circuit Breaker Reimbursement-Final House budget **is \$8.5 million higher than** Governor's proposal

FY12 Year End Wrap Up

Finalize Year End Balance Estimate

Decide whether to propose additional year end spending

Review Senate version of FY13 State Aid

After reviewing FY13 State Aid revenue numbers, preview finalization of FY13 budget that will occur this fall (how best to utilize higher than estimated state aid once finalized over the summer)

Superintendent Wrap Up

Thank you for your support of the ABRSD FY'12 budget.

We are happy to answer any questions that you may have.

Reminder

The recommended spending initiative plan for the ABRSD District will be presented at the June 7, 2012 meeting.

5.4.2.1
(A)

Donald Aicardi
Director of Finance
Acton Public Schools
Acton-Boxborough Regional Schools
978-264-4700 X 3205

DATE: April 30, 2012
TO: Stephen Mills
FROM: Donald Aicardi *DA*
RE: FY'12 TEC Bid Recommendation

On January 12, 2012, classroom and office supply estimates for the Acton Public Schools and the Acton-Boxborough Regional School District were sent to The Education Cooperative (TEC) in Dedham. TEC compiles estimates from all member districts and does the bidding. On April 23, 2012, awards were made to the following companies:

AFP Industries, Inc.
Art Supplies Wholesale
Blanco, G.A. & Sons, Inc.
Blick Art Materials
Cascade School Supplies
W. B. Mason
National Art & School Supply
Office Depot
Pyramid Paper Company DBA Pyramid School Product
Quill Corporation
Rasix Computer Center, Inc.
Riso, Inc.
Skandacor Direct, Inc.
Standard Stationery Supply Co.
Tree House
Triarco Arts and Crafts

The administration recommends that we accept these vendors for the TEC bid.

Office of the Superintendent
Acton Public Schools
Acton-Boxborough Regional School District
(978) 264-4700 x 3211

To: APS and ABRSD School Committees
 From: Xuan Kong and Steve Mills
 Subject: Vote to Dissolve Education Collaborative for Greater Boston, Inc
 Date: April 26, 2012

This memo provides a summary of the following motion to be considered and voted on during the joint meeting of APS/AB School Committees on May 3rd, 2012.

I move that the Acton Public School Committee [or Acton-Boxborough Regional School Committee] vote to dissolve the Education Collaborative for Greater Boston, Inc. by June 30, 2012 or as soon as legally possible thereafter, and further that our representatives for the EDCO Collaborative and the Education Collaborative for Greater Boston, Inc. be authorized to take all necessary steps to transfer all programs, contracts and available assets, including the Seefurth Fund, from the Education Collaborative for Greater Boston, Inc. to the EDCO Collaborative by the close of the fiscal year on June 30, 2012, or as soon as legally possible thereafter.

The Problem. APS and ABRSD are founding members of both Education Collaborative for Greater Boston, Inc [ECGB] (a private entity)¹ and EDCO Collaborative [EDCO]² (a public entity). For over 20 years, ECGB and EDCO have been governed by overlapping Boards and administration. Recently enacted state law prohibits an overlapping governance and administrative structure between public and private education collaboratives.

The Intervention (Solution). After careful analyses of operations of both entities, ECGB and EDCO boards recommend that ECGB be dissolved and its current contracts and assets be transferred to EDCO. This option would maintain about \$250,000 contribution from the ECGB contracts to EDCO's operating overhead; minimize immediate unemployment liability that would be incurred by terminating the contracts and contract employees.

The Comparables (Alternatives). One alternative is to create a separate governing board and administration team to run ECGB as an independent entity with no overlap with EDCO. It was determined that this is not viable both financially and operationally. Another alternative is to terminate all contracts awarded to ECGB. While this option will not subject EDCO (APS and ABRSD as its members) to any additional future employee benefit liabilities, it will incur an immediate cost of unemployment benefits. In addition, loss of overhead contributions from ECGB contracts may necessitate an increase of assessment to member districts to operate EDCO.

¹ ECGB provides services to the Archdiocese of Boston, acting as the fiscal agent for the Boston Public Schools for NCLB entitlement monies, and to the Wrentham Developmental Center, through a contract with the Dept of Developmental Services to provide therapies to the residents.

² EDCO provides all services related to supporting public school students and educators, including professional development, special education services, and three state funded contract programs.

The Outcome. An affirmative vote on the above motion (by APSC, ABRDSC, and at least 12 other members out of 21) will allow ECGB to dissolve and to instruct the EDCO board to accept the ECGB contracts and assets. Consequently, EDCO will be responsible for OPEB liabilities of additional employees.

There is a possibility that a final state regulation will force EDCO to abandon the service contracts transferred from ECGB within 12 months and EDCO will incur the cost of unemployment benefits of those staff affected. Current assessment by EDCO administration is that EDCO will be able to continue with these service contracts. An actuarial study is needed to quantify additional OPEB liabilities. According to EDCO administration, OPEB liability of current benefit-eligible employees has been adequately funded. Additional OPEB liability of new employees (transferred from ECGB) can be funded adequately with cash asset to be transferred from ECGB to EDCO. The Committees should instruct its representatives to closely monitor and report on these developments.

5.7.1
(A)

Pupil Services Department
Acton Public Schools
Acton-Boxborough Regional School District
(978) 264-4700
<http://ab.mec.edu>

TO: Dr. Stephen Mills
FROM: Liza Huber
DATE: 5/1/12
RE: School Committee Draft Discipline Policy

The proposed Student Conduct Policy, File: JIC, combines several of the School Committees' current policies (JIC – Student Conduct; JK – Student Discipline Guidelines and JK-R Suspension and Expulsion Procedures). The language regarding disciplining for off-campus misconduct has been taken from the anti-bullying statute. Language has also been added about reporting criminal activity to local law enforcement as well as the reference regarding the Memorandum of Understanding (MOA) between the school district and the local police, File: KLGA. Finally, all elements of the proposed policy address current Massachusetts General Laws and regulations (37L, 37H and 37H1/2).

STUDENT CONDUCT

DRAFT 4/25/12

Good citizenship in schools is based on respect and consideration for the rights of others.

Students will be expected to conduct themselves in a way that the rights and privileges of others are not violated. They will be required to respect constituted authority, to conform to school rules and to those provisions of law that apply to their conduct.

Each principal, in consultation with the school council, will develop guidelines ("Code of Conduct" within the Student Handbook) for disciplining students. Such guidelines are subject to the approval of the Superintendent and must include the following:

1. Notice of the types of conduct that are prohibited in the school setting and the range of potential discipline that may result;
2. Disciplinary measures to be taken in cases involving possession of weapons, possession or use of illegal substances, use of force, vandalism, or violations of other students' civil rights; and
3. Standards and procedures for suspending or expelling students.

A student may be disciplined up to, and including, expulsion from the Acton Boxborough Regional School District for engaging in conduct at a location, activity, function, or program that is not-school related if the conduct creates a hostile environment at school, infringes on the rights of others at school, or materially and substantially disrupts the education process or the orderly operation of the school.

Moreover, it is the prerogative of school officials to impose discipline for violations of school rules and policies regardless of whether or not law enforcement or other authorities take action. Similarly, law enforcement and other authorities, rather than school officials, are responsible for making decisions as to the course of their investigative process and pursuit of criminal charges. A Memorandum of Understanding (MOU) exists between the School District and local Acton and Boxborough Police Departments.

M.G.L. Ch. 71, Section 37H authorizes a principal to expel a student for the following offenses that occur on school premises or at school-sponsored or school-related events:

- possession of a dangerous weapon, including, but not limited to, a gun or knife
- possession of a controlled substance, including, but not limited to, marijuana, cocaine, and heroine
- assault on educational staff

Any student who has been expelled under Section 37H has the right to appeal the principal's decision to the Superintendent of Schools.

M.G.L. Ch. 71, Section 37H1/2 authorizes a principal to suspend a student upon issuance of a felony criminal complaint if the principal determines that the student's continued presence in school would have "a substantial detrimental effect on the general welfare of the school." If a student is convicted of a felony or makes an admission in court of guilt with respect to a felony, the principal may expel the student upon determining that the student's continued presence in the school would have "a substantial detrimental effect on the general welfare of the school." Any student suspended and/or expelled under Section 37H1/2 has the right to appeal the principal's decision to the Superintendent of Schools.

A decision of the Superintendent of Schools made pursuant to Section 37H or Section 37H1/2 shall be the final decision of the school district. In the event the student wishes to challenge such decision, the student may bring the matter before the appropriate court or administrative agency.

Administrators at the building level may suspend students for all offenses in accordance with the school's student handbook. Unless the offense is one governed by M.G.L. Ch. 71, Sections 37H or 37H1/2 (see above), only the school committee may move to expel a student. Expulsion is defined as a student's permanent exclusion from the Acton Public Schools/Acton Boxborough Regional School District.

The School Committee shall consider the possible expulsion of a student as provided for in M.G.L. Ch. 76, Sections 16 and 17 upon receipt of a recommendation to do so from the Superintendent of Schools. The School Committee will adhere to the following procedures when considering expulsion of a student:

1. Prior to any School Committee decision to expel a student, the School Committee will provide the student with written notice of the following:
 - a. Reason for the student's possible expulsion, including a statement of the evidence against the student;
 - b. Date, time and location of the hearing;
 - c. Right at the hearing to be represented by legal counsel (at the student/parent's own expense), to present evidence and witnesses, and to cross-examine witnesses.
2. Hearings before the School Committee will be held in executive session unless the student or the parent requests that the hearing be open to the public. A stenographic or audiotape record of the hearing will be made.

3. Upon request, a student and/or parent may review the student's records in accordance with the Massachusetts Student Record Regulations or other applicable law.
4. The Committee's decision will be in writing and will state the controlling facts in sufficient detail to inform the parties of the reasons for the decision.
5. If the Committee decides to expel the student but will allow the student to apply for readmission in the future, the Committee's decision will state any conditions that the student must fulfill before applying for readmission as well as the permitted date of application.

LEGAL REF: M.G.L. 71:37H
M.G.L. 71:37H1/2
M.G.L. 71:370

Combines previous policies: JIC (Student Conduct), JK (Student Discipline Guidelines), JK-R (Suspension and Expulsion Procedures)
References: KLGA (Memorandum Of Understanding Between Acton Public And Acton-Boxborough Regional Schools And Acton And Boxborough Police Departments)

STUDENT CONDUCT

Good citizenship in schools is based on respect and consideration for the rights of others.

Students will be expected to conduct themselves in a way that the rights and privileges of others are not violated. They will be required to respect constituted authority, to conform to school rules and to those provisions of law that apply to their conduct.

Any of the following actions may subject a student to expulsion by the Principal under the terms of M.G.L. 71:37H:

1. Found on school premises or at school-sponsored or school-related events, including athletic games, in possession of a dangerous weapon or a controlled substance.
2. Who assaults a Principal, Assistant Principal, teacher, teacher's aide or other educational staff member on school premises or at a school-sponsored or school-related event, including athletic games.

Any of the following actions may subject a student to suspension, expulsion, subject to School District action, or other disciplinary measures:

1. Intentionally causing or attempting to cause damage to school property; or stealing or attempting to steal school property.
2. Intentionally causing or attempting to cause damage to private property; stealing or attempting to steal private property.
3. Intentionally causing or attempting to cause physical injury to another person except in self-defense.
4. Using or copying the academic work of another and presenting it as his own without proper attribution.
5. Repeatedly and intentionally defying the valid authority of supervisors, teachers, or administrators.

The above prohibited actions will be printed in a handbook or other publication and made available to students and parents.

The administration reserves the right to discipline students who participate in off-campus activities that can reasonably be expected to result in retribution, causing vandalism, disruption and/or potentially dangerous situations at the high school.

LEGAL REF: M.G.L. 71:37H

**Acton Public Schools
Acton-Boxborough Regional School District**

SUPERINTENDENT EVALUATION PROCESS - March 16, 2012

The Administrative Contract of Employment between the Superintendent of Schools and the School Committees states that the Superintendent will be evaluated on an annual basis. A written summary evaluation report will be distributed to all 2011-12 Committee members and the Superintendent. The Committees and Superintendent will meet within 30 days after the completion of the written report to discuss the evaluation.

The Committees and the Superintendent will meet in open session for the purpose of evaluating the Superintendent in the performance of his duties and responsibilities on behalf of the Acton Public and Acton-Boxborough Regional School Districts. This evaluation will be based upon the Superintendent's job description, the goals and objectives set for the year in which the evaluation occurs, and in accordance with the procedures established by the Committees for this purpose.

This discussion will be conducted with due regard for the value of praise and constructive criticism as tools for professional growth and improvement. All parties recognize the continuing need for mutual trust and understanding between the Committees and the Superintendent.

To meet the School Committees' contractual obligation to evaluate the Superintendent annually, an evaluation timetable will be promulgated jointly by the then current chairs of the Acton Public and Acton-Boxborough Regional Committee and distributed at the February/March meeting of the Regional Committee. Attachment 1 is the draft schedule for 2012.

The evaluation process will be managed by the chairs then current as of the February meeting of the Regional Committee. Participants will include Committee members as of that meeting.

At June Joint School Committee meeting:

School Committees vote summary evaluation and annual salary, effective July 1.

At July Joint School Committee workshop:

School Committees discuss Committee and system-wide goals for the coming school year.

At October School Committee meetings:

Superintendent presents the goals for the current school year to each Committee for acceptance.

At February School Committee meetings:

Superintendent presents an interim report on the status of the current year's goals

**Attachment 1- Draft Schedule -
Superintendent's Evaluation Timetable for 2012**

1. February 2012 School Committee meetings
 - Superintendent presents an interim report on the status of the current year's goals.
2. March 22, 2012 Joint School Committee meeting
 - The following evaluation documents are distributed to Committee members:
 - a. Superintendent Evaluation Process document (including evaluation timetable)
 - b. Form to be used for the annual evaluation of the Superintendent of Schools
 - c. Superintendent's job description
 - d. Status report on the current year's goals and objectives
 - e. Copy of previous year's evaluation (if applicable)
 - The chairs issue a general public request for input on Superintendent's performance
3. May 3, 2012 Regional School Committee meeting
 - The Superintendent reports on the status of the current year's goals.
 - The following evaluation document is distributed to Committee members:
 - a. Updated status report on the current year's goals and objectives
 - The chairs issue another general public request for input on Superintendent's performance
4. May 11, 2012
 - Completed evaluations are returned to outgoing Committee chairpersons and the School Committee secretary. Outgoing chairs will then draft a summary evaluation report.
 - Public input received.
5. May 18, 2012
 - Draft summary evaluation is returned to School Committee members for their comments and suggestions.
6. May 26, 2012
 - Evaluation summary is finalized by the outgoing Committee chairpersons based upon comments received.
7. June 7, 2012 Regional/Local/Joint School Committee meeting
 - Superintendent's summary evaluation is presented and voted.
 - Superintendent's salary is voted.

3/12/12

File: JCAC**ASSIGNMENT OF STUDENTS FROM OTHER SCHOOLS**

Draft: April 12, 2012

Students transferring from another school or district into the Acton Public or Acton-Boxborough Regional Schools will be placed in a grade based on their age on or before September 1 of the current school year.

A student enrolling who is five years old on or before September 1 of the current school year will be placed in Kindergarten.

A student enrolling who is six years old on or before September 1 of the current school year and who has completed kindergarten will be placed in first grade.

A student enrolling who is seven years old or older on or before September 1 of the current school year will be placed in the age appropriate grade unless the student has attended a different grade level in his or her previous school district. In this case, the student will be placed according to the building principal's evaluation for a grade placement.

Students enrolling in grades 7 through 12 will be placed based on placement testing in on and a review of records from the student's previous school(s).

Ref: JEB Kindergarten Entrance Policy
MGL Chapter 76 Section 1

current policy

File: JCAC

ASSIGNMENT OF STUDENTS FROM OTHER SCHOOLS TO CLASSES

A student in any grade (K-6) who is currently successfully participating in an educational setting comparable to ours and moves to Acton after the start of school will be considered to enter the grade he/she is currently in. Parents must make such a request in writing as close to their arrival as possible.

(for reference)

File: JEB

KINDERGARTEN ENTRANCE POLICY

The policy and procedures are designed to reduce the age span and therefore, normally, the developmental span in a classroom in order to enable instruction more suitably tailored to the children in the class.

Children reaching the age of five on or before September 1 are eligible and expected to be enrolled in Kindergarten in September of that calendar year.

If a parent feels the child is not ready to enter Kindergarten at the age appropriate time, the parent must make formal written request to the Superintendent of Schools by March 1 of the same calendar year which will be reviewed by a standing review committee of staff. That review procedure may include testing by the school system at the parent's expense.

Children reaching the age of 6 by September 1 are eligible and must be enrolled in school by September of that calendar year.

APPROVED: 12/16/10

Acton Public Schools and Acton-Boxborough Regional School District

Office of the Superintendent
Acton Public Schools
Acton-Boxborough Regional School District
(978) 264-4700 x 3211
<http://ab.mec.edu>

TO: Acton Public and Acton-Boxborough Regional School Committees
FROM: Steve Mills
DATE: 4/27/12
RE: Superintendent's Evaluation

As part of the process to evaluate our seven principals and eight cabinet members, I began a process this year of encouraging those who work for us to have an opportunity to voice their perspective on our effectiveness.

More than 87% of my staff responded to the survey in February. This information will significantly help inform my evaluation of my leadership team. The results of the survey will remain confidential between myself and the principal or cabinet member. In an effort to model good evaluation procedures for my staff, I have chosen to share with the nine of you the results of the staff survey as it pertains specifically to my own performance as Superintendent of Schools. Therefore, in addition to the SMART goals, this survey completed by more than 400 staff members may help inform your evaluation of my performance.

Staff Survey Results February 2012

Superintendent

Question	Strongly Agree		Agree		Do Not Agree or Disagree		Disagree		Strongly Disagree		N/A		Rating Average	Response Count
Is an effective instructional leader	77	21.57%	149	41.74%	73	20.45%	6	1.68%	1	0.28%	51	14.29%	3.96	357
Is effective in his role in the districts	108	30.08%	194	54.04%	33	9.19%	4	1.11%	0	0.00%	20	5.57%	4.20	359
District goals are well developed and focus on improving teaching and learning	118	33.15%	163	45.79%	41	11.52%	14	3.93%	0	0.00%	20	5.62%	4.15	356
Visits classrooms frequently	26	7.26%	82	22.91%	92	25.70%	58	16.20%	19	5.31%	81	22.63%	3.14	358
Is visible throughout the school district	70	19.61%	135	37.82%	81	22.69%	25	7.00%	8	2.24%	38	10.64%	3.73	357
Represents the districts well in the community	125	34.82%	158	44.01%	43	11.98%	1	0.28%	0	0.00%	32	8.91%	4.24	359
Represents the districts well to the School Committee	132	36.87%	143	39.94%	40	11.17%	3	0.84%	0	0.00%	40	11.17%	4.27	358
Develops strong and effective relationships with staff	83	23.06%	127	35.28%	90	25.00%	21	5.83%	3	0.83%	36	10.00%	3.82	360
Works well with parents	47	13.02%	72	19.94%	95	26.32%	1	0.28%	0	0.00%	146	40.44%	3.77	361
Handles staff discipline effectively	41	11.55%	59	16.62%	96	27.04%	2	0.56%	1	0.28%	156	43.94%	3.69	355
Is a clear and effective presenter	92	25.56%	156	43.33%	54	15.00%	38	10.56%	8	2.22%	12	3.33%	3.82	360
Gets back to staff and parents in a timely manner	56	15.73%	73	20.51%	79	22.19%	4	1.12%	1	0.28%	143	40.17%	3.84	356
Inspires confidence as a leader	113	31.56%	172	48.04%	42	11.73%	9	2.51%	4	1.12%	18	5.03%	4.12	358
Actively pursues ways to improve the district	149	41.74%	156	43.70%	30	8.40%	2	0.56%	1	0.28%	19	5.32%	4.33	357
Maintains students as the center of work and goals	145	40.62%	136	38.10%	46	12.89%	1	0.28%	0	0.00%	29	8.12%	4.30	357
Fosters trust and mutual respect	123	34.26%	167	46.52%	44	12.26%	5	1.39%	1	0.28%	19	5.29%	4.19	359
Inspires others to learn and grow and to improve their practice as educators	121	34.08%	155	43.66%	48	13.52%	7	1.97%	0	0.00%	24	6.76%	4.18	355

Is approachable	134	37.33%	146	40.67%	46	12.81%	7	1.95%	1	0.28%	25	6.96%	4.21	359
Is organized	79	22.19%	120	33.71%	66	18.54%	3	0.84%	0	0.00%	88	24.72%	4.03	356
Has high expectations of staff	164	45.94%	150	42.02%	24	6.72%	0	0.00%	0	0.00%	19	5.32%	4.41	357
Has high expectations of self	157	43.73%	128	35.65%	31	8.64%	1	0.28%	0	0.00%	42	11.70%	4.39	359
Has a strong work ethic	155	43.42%	124	34.73%	35	9.80%	1	0.28%	0	0.00%	42	11.76%	4.37	357
Makes difficult decisions	160	45.07%	130	36.62%	30	8.45%	2	0.56%	0	0.00%	33	9.30%	4.39	355
Successfully engages all stakeholders in a shared educational vision	101	28.13%	125	34.82%	63	17.55%	9	2.51%	3	0.84%	58	16.16%	4.04	359
Reviews all options and effectively solves problems	90	25.21%	123	34.45%	64	17.93%	7	1.96%	0	0.00%	73	20.45%	4.04	357
Is willing to engage in difficult conversations	123	34.45%	120	33.61%	53	14.85%	3	0.84%	0	0.00%	58	16.25%	4.21	357
Makes difficult decisions	147	41.18%	143	40.06%	30	8.40%	3	0.84%	0	0.00%	34	9.52%	4.34	357
Works well with union leadership and helps resolve concerns	120	33.80%	131	36.90%	33	9.30%	1	0.28%	0	0.00%	70	19.72%	4.30	355
Addresses student health and safety	95	26.84%	145	40.96%	45	12.71%	2	0.56%	0	0.00%	67	18.93%	4.16	354
Addresses the emotional and social needs of students	82	23.43%	120	34.29%	64	18.29%	5	1.43%	0	0.00%	79	22.57%	4.03	350
Surrounds himself with a strong leadership team	132	37.18%	139	39.15%	40	11.27%	12	3.38%	3	0.85%	29	8.17%	4.18	355
Plans and leads well-run and engaging meetings	81	22.95%	118	33.43%	69	19.55%	9	2.55%	2	0.57%	74	20.96%	3.96	353
Has strong written and verbal communications skills	95	26.54%	142	39.66%	73	20.39%	13	3.63%	3	0.84%	32	8.94%	3.96	358
Develops a budget that uses available resources to support instruction	123	34.55%	146	41.01%	37	10.39%	7	1.97%	3	0.84%	40	11.24%	4.20	356
Has appropriate budget priorities	116	33.53%	142	41.04%	39	11.27%	5	1.45%	1	0.29%	43	12.43%	4.21	346
Has convictions in his ideals despite unpopular response	121	33.99%	150	42.13%	41	11.52%	0	0.00%	0	0.00%	44	12.36%	4.26	356
Understands and complies with state and federal laws, School Committee policies and contracts	141	39.61%	133	37.36%	33	9.27%	0	0.00%	0	0.00%	49	13.76%	4.35	356
Is a role model for others throughout the district	124	35.13%	146	41.36%	51	14.45%	9	2.55%	1	0.28%	22	6.23%	4.16	353

Staff Survey Results February 2012

School	Total Responses	Supt. Responses	Certified Staff
ABRHS	153	131	126
R. J. Grey	60	55	54
Conant	32	28	30
Douglas	31	23	27
Gates	38	28	28
McCarthy-Towne	38	32	30
Merriam	35	27	31
Districtwide/Central Office	38	34	7
Totals	425	358	333

Certified Staff Response Rate	Total Certified Staff	Total Certified Staff Responses	Response Rate
	394	333	84.52%

S.M.A.R.T. Goals 2011-2012

4/30/12

JT SC Voted to Accept 10/6/11
Mid year update: 2/12
Final Update: 6/12

Specific
Measurable
Attainable
Related to Student Academic Outcomes
Time-bound

Goal #1. District-wide: Supporting High Quality Instruction in every school, every classroom, every day						
Statement of Purpose	Strategies	Timeline: Date task will be completed	Lead Parties	Measurable Outcomes	February Update	May Update
All schools in Acton and Acton-Boxborough provide learning environments in which students are empowered to apply what they've learned, to think critically, to communicate their ideas and to assess their learning. These skills and the content standards are taught through a variety of instructional materials and strategies. To those ends, we are committed to assessing	1. Identify/create learning goals and tools for all grades and disciplines. 2. Implement priority outcomes of the 2011 Summer Leadership Institute, "It's Still All About Instruction: How Do We Know Students Are Learning?" 3. Revise Professional Development Program 4. Evaluate new MA ELA and Literacy	By June 2012	Superintendent , Director of Curriculum and Assessment	1. Documentation of goals and tools 2. Implementation <ul style="list-style-type: none">Completion of Data Bank for Teacher-to-Teacher ProgramCollaborative Learning Team Protocols Training 3. Documents outlining the	Outcome 1. Documentation of goals and tools <ul style="list-style-type: none">PD Day to focus on learning goals, formative assessment and collaboration of teachersStructures created to work towards goal (Collaborative Work Groups/ JH and HS	Outcome 1. Identify/create learning goals and tools for all grades and disciplines <ul style="list-style-type: none">APS District-wide ELA and Literacy Goals and criteria established through grade level meetings. Assessment

<p>the alignment of standards, articulating effective instructional practices, and providing our staff with a vibrant professional development program. In addition, developing a district-wide curricular plan creates an opportunity for coordinated intra- and inter- district efforts and curricular discussions.</p>	<p>Framework in light of Literacy goals</p>			<p>4. proposed changes Where needed, additions or changes to the Acton/AB curriculum</p>	<p>late starts and early releases)</p> <ul style="list-style-type: none"> Two Grade Level meetings for mathematics and ELA Special Education teachers attend grade level meetings and department meetings Teaching and Learning Website for communication <p>Outcome 2. Implementation of 2011 Summer Leadership Institute</p> <ul style="list-style-type: none"> Program for Data Bank being created by ABRHS student 30 educators trained by NSRF <p>Outcome 3. Documents Outlining PL Re-vision</p> <ul style="list-style-type: none"> Sub-committees working for May/June sharing <p>Outcome 4. Possible changes to ELA Curriculum</p> <ul style="list-style-type: none"> Ongoing department and district grade level meetings 	<p>tools decided at school level. K-2 mathematics goals and criteria established: preliminary grade 3-6 mathematics goals established based on PARCC and Framework documents.</p> <ul style="list-style-type: none"> AB discipline learning goals and criteria established and common assessments identified through department meetings and late start days. <p>Outcome 2. Implement priority outcomes of 2011 Summer Leadership Institute, “It’s Still All About Instruction: How Do We Know Students Are Learning?”</p> <ul style="list-style-type: none"> 32 educators and administrators have been trained in the use of protocols in Critical Friends Groups. This summer, 4 training sessions will be offered facilitated by our own personnel. <p>Outcome 3. Revise Professional Development Program</p> <ul style="list-style-type: none"> All revisions completed, shared with faculty and staff and implemented <p>Outcome 4. Evaluate new MA ELA and Literacy Frameworks in light of Literacy Goals</p> <ul style="list-style-type: none"> Discipline learning goals established Discipline Literacy PD at Jr High completed Literacy PD offerings completed
<p>Goal #2. Pupil Services - Program</p>						

Development and Fiscal Accountability						
Statement of Purpose	Strategies	Timeline: Date task will be completed	Lead Parties	Measurable Outcomes	February Update	May Update
To address organizational and fiscal requirements that best meet changes in our student body, specifically, by reviewing Pupil Services needs and costs, making adjustments, potentially identifying new sources of revenue, while maintaining sound educational programming.	<ul style="list-style-type: none"> a. Analyze current CASE (ODP) transportation costs and initiate metrics to assess efficiencies. b. Develop programs (new and expansion thereof) which will reduce costs. c. Support in-district specialized programs that offer equivalent services to OOD. d. Develop/expand regular education service delivery to students at risk. e. Coordinate professional development in regular and special education. f. Examine cost saving strategies and program enhancements, including assistive technology and summer programming for special needs students. g. Systemic charting of building based personnel and programmatic needs. 	By June 2012	Superintendent , Director of Pupil Services, Building Principals, Director of Finance, Director of Personnel	<ol style="list-style-type: none"> 1. Detailed analysis and plan for save costing methods in transportation. 2. Direct reduction in costs, specifically in out-of-district tuitions and indirect costs related to rate and frequency of referral. 3. Increased OOD transitions to in-district settings, thereby reducing costs. 4. Viable summer programs that will address social/emotional needs of at risk students in an integrative setting. 5. Reduced rate and frequency of referral to special education. 6. As evidenced by parent workshops on development and peer conflict, increased school/home partnerships and satisfaction. 	<ul style="list-style-type: none"> • Co-presented analysis & costs of CASE services to school committee. • Monitored 5-year trend analysis for OOD fiscal reduction; offered successful strategies to buildings for successful student return through design of continuum services. • Implemented transition strategies leading to a 3-5 student return to in district per annum. Designed & equalized services at the elementary. • Initiated program design for ESY summer programming; collaborated with Comm ED and Sped PAC to develop a cost-effective proposal, thereby reducing costs for higher prototypes of service delivery. • Emphasized teacher focused Professional Development; consistently monitored CSTs/SSTs; set high standards for supervision (feedback on evaluation & teacher performance for Pupil Services staff). • Collaborated with PAC (e.g., ESY proposal, parent handbook, budget process, etc.), thereby increasing trust & partnership. Launched preliminary ideas for 5-year parent satisfaction survey (June 2012) 	<ul style="list-style-type: none"> • Completed 5-year trend analysis for OOD fiscal reduction; offered successful strategies to buildings for successful student return through design of continuum services. • Continual monitoring processes are in place for transition strategies and services. • Completed program design for cost effective ESY summer programming including collaboration with Community ED and Sped PAC for implementation in Summer 2012 • Completed teacher focused Professional Development; consistent monitoring of CSTs/SSTs; and high standards set for supervision. Update to continue for school year 2012-13. Reduced rate and frequency of referral. • 5-year parent satisfaction survey to be completed school year 2012-13 (6th year)
Goal #3.						

Review and Refine the District's Financial Plan to Meet Federal, State and local funding sources, while meeting the needs of all students.						
Statement of Purpose	Strategies	Timeline: Date task will be completed	Lead Parties	Measurable Outcomes	February Update	May Update
The community places a high value on the preservation of an excellent education for its students and highly involved citizenry. In light of the current economic picture, identifying new sources of revenue, reviewing personnel needs and costs, as well as actively engaging in community forums and discussions will be required to manage what can only be described as a fiscal crisis for our schools. State revenues will be volatile due to the continuing recession and this will continue to be monitored throughout the FY13 budget season.	<ul style="list-style-type: none">a. Define budget assumptions for FY13. Prepare budget calendar.b. Identify specific FY13 budget projections.c. Re-evaluate school choice opportunities.d. Continue an active partnership with the Acton Leadership Group (ALG) and the Boxborough Leadership Forum (BLF).e. Facilitate a process that seeks input from the community, district staff and faculty, Board of Selectmen, and the Finance Committees of Acton and Boxborough.f. Identify long-range needs and develop a rational capital management program.g. Monitor and evaluate use of ARRA funds, Chapter 70 and IDEA related.	Ongoing through the fiscal year	Superintendent , Director of Finance	<ul style="list-style-type: none">1. Prioritize personnel needs and costs as well as curriculum/program needs.2. Consider structural re-organization and/or cost cutting or cost savings options for district personnel and programs3. Reduce the price per kilowatt of electricity by 5% for budget savings.4. Visit each school to learn how to maximize dollars in order to meet instructional goals.5. Prepare balanced budgets for approval by both town meetings that promote instructional goals.6. Perform quarterly review of budget status throughout the fiscal year for the School Committee.7. Provide monthly FY12 status data directly to cabinet and admin council members8. Perform complete review of Finance team staff performance and assignments9. Provide plan to make effective use of federal EdJobs during the upcoming FY13 budget season	<ul style="list-style-type: none">• Authored ALG spreadsheet and defined FY13 Budget Assumptions• Prepared and executed Budget Calendar for FY13• Concluded use of ARRA funds and plan to use EdJOBS money in FY13 budget• Presented detailed budget proposals at four School Committee meetings and Finance Committee meeting in December and January• Will complete FY13 budget process in 2 weeks	<ul style="list-style-type: none">• Prepared balanced budgets for APS and ABRSD committees; received approval from Acton Town Meeting on April 3, 2012; preparing for Boxborough Town Meeting on May 14, 2012• Prepared quarterly budget status reports for APS and ABRSD committees in November, March and May• Provided monthly FY12 status data directly to cabinet and admin council members
Goal #4. Hire and retain high-quality Faculty and Staff						
Statement of Purpose	Strategies	Timeline: Date task will be completed	Lead Parties	Measurable Outcomes	February Update	May Update

<p>We actively promote collaborative relationships among staff and administration and the community. In addition, we are committed to initiating working partnerships with the Town, the business community, neighboring school districts, and organizations. Within this partnership, we view the classroom as the heart of the school system. To provide an appropriate learning environment in the classroom, we are committed to recruiting and retaining outstanding teachers, and providing those teachers with supervisory and evaluation procedures that are collegial, supportive and accountable.</p>	<ol style="list-style-type: none"> Ensure that faculty and staff are of highest quality and are mentored, supervised, and supported to provide high quality instruction in every classroom every period of every day. Continue to mentor and support a strong and effective leadership team as the most of our principals and central office administrators complete their first few years in our districts. Lead Educator Evaluation task force to review the Massachusetts Standards for Educator Evaluation and recommend timelines and tools to implement at APS/AB for 2012-2013 school year. Facilitate negotiation of contract language changes for teacher evaluation. Reduce duplication of work/systems and reduce use of paper through improved automation of electronic programs. 	<p>By June 2012</p>	<p>Superintendent , Director of Personnel</p>	<ol style="list-style-type: none"> Continue to maintain 100% highly qualified professional teaching staff as determined by the DESE through NCLB. Ongoing support and mentoring of new administrators that were hired and began new roles over the last few years. Survey staff in all schools to evaluate the efficacy of Principals and Central Office Administrators. Recommend timelines and tools for new educator evaluation system. Successfully negotiate new contract language for new educator evaluation system. Each school, department, grade level, and discipline, create learning goals to show student learning over time and tools to measure student growth. Incorporate these multiple measures of student growth into new evaluation system. Continue to automate human resources functions including automation of substitute placement; electronic pre-paying of school lunch; 70% reduction of use of paper for contracts and other HR documentation through effective use of school website. 	<ul style="list-style-type: none"> The Educator Evaluation Task Force has met regularly to review and adapt these models to APS and AB with a plan to pilot in Sept 2012, completely changing the process by which we evaluate teachers and administrators. Health Insurance Working Group has completed the process to modify plan design realizing \$750,000 budgetary savings in FY '13 and more going forward 	<ul style="list-style-type: none"> 100% highly qualified teaching staff. Completed hiring process for new Jr. High Principal. Negotiated health insurance plan design changes resulting in \$750,000 FY '13 savings. Negotiated new Schedule B salary schedules with complete internal and external equity review. Surveyed all staff about the efficacy of principals and central office leadership. Using results to inform goals and improvement plans. Used new evaluation system for Superintendent and Administrators FY '12. Piloting with teachers FY '13. Drafting contract language for pilot. Implemented automated substitute placement and attendance tracking software May 2012 (APS)and August 2012 (AB). Reduced printing costs for contracts by 97%.
<p>Goal #5. Continue the established supporting role for the Facilities Department integrating into curriculum development energy conservation and education as well as contining the planning and development of facilities that support outstanding instruction.</p>						

Statement of Purpose	Strategies	Timeline: Date task will be completed	Lead Parties	Measurable Outcomes	February Update	May Update
Utilize the Facilities Department and resources to continue to integrate in the Districts' over arching goal of supporting high level instruction, excellence in curriculum development, and a complete high level educational experience for all stakeholders.	<ul style="list-style-type: none"> a. Continue energy conservation and education curriculum supporting all schools and grade levels. b. Plan, advocate for, and design multiuse athletic facility.. 	To be completed by June 2012	Superintendent , Director of Facilities	<ul style="list-style-type: none"> 1. Reduction in overall district energy consumption by 3% across APS / ABRSD from FY11 consumption baseline. 2. By June 2012 have in place a plan and design of a multiuse athletic facility ready for July/August construction. 	<ul style="list-style-type: none"> • Lower Fields Project proceeding on schedule • Current energy use trending approximately 5% decrease from previous year 	<ul style="list-style-type: none"> • Pending a positive vote at Boxborough Town Meeting on 5/15/12, a plan and design of the lower fields facility is in place. Construction is scheduled to begin July 1 with a planned date of acceptable use of the fields in time for Fall sports in late August. Goals of planning, advocating, and designing a facility that is suitable to all stakeholders have been met 100%. • We expect to exceed our goal of a 3% reduction in energy consumption by more than double. We expect to be down approximately 6% by fiscal year end. Less money is being spent operationally, and we are receiving local and national recognition for our innovation and practical management of our Carbon footprint. Our success was highlighted by our High School being named only the third Green Flag School in the nation on 5/4/12.
<p>Goal #6.</p> <p>Create a teaching and learning environment that fosters opportunities for students to use technology in sophisticated ways to</p>						

enhance learning						
Statement of Purpose	Strategies	Timeline: Date task will be completed	Lead Parties	Measurable Outcomes	February Update	May Update
The district recognizes and values the importance of technology in our schools and administrative offices. The Educational Technology (EdTECH) department will build the foundation, vision, and district capacity needed to leverage the power of technology as a tool to enhance instruction, engage student learning, improve operational efficiencies, and inform decision making.	<p>A. Increase access to technology for all students</p> <p>B. Investigate and address issues that may constrain the participation of students who are economically disadvantaged, students with special needs, ELE, etc.</p> <p>C. Determine what resources are necessary for students to fully meet designated learning outcomes</p> <p>D. Identify appropriate staffing levels</p> <p>E. Ensure all students learn Technology Skills</p> <p>F. Ensure that every student has an opportunity to participate in at least one online learning environment before graduation</p> <p>G Increase student-teacher interaction.</p>		Superintendent , Director of Technology	<p>--Complete Network Analysis to determine baseline bandwidth statistics.</p> <p>--Complete 2 Wireless "stress test" – analyze results</p> <p>--BYOT (Bring-Your-Own Technology) Feasibility Study Group created, meet monthly. Will create recommendations for future needs.</p> <p>--100% of ABRHS students using Email</p> <p>--Have 25% of ABRHS staff using Google Apps for Ed as a learning tool/platform</p> <p>--Create ABRHS Student Tech Helpdesk</p> <p>--Create and facilitate tech-focused PD workshops aligned with tech initiatives and district goals</p> <p>--Update District Website</p>	<ul style="list-style-type: none"> • Network monitoring in place, complete documentation report expected in February from our vendor • BYOT – HS staff members are identified, however infrastructure is not ready to support. We updated firmware of our 3 Aruba controllers and now have the ability to reconfigure access control lists to be role-based and designated by groups, continue to work on this setup. • 100% of our ABRHS students use email • 50% of ABRHS staff members are using ABSchools • 8 student volunteers volunteer once a month supporting the ABSchools initiative • We have been providing ongoing profession learning opportunities based on a numerous technology initiatives with positive teacher feedback. See training calendar at: http://ab.mec.edu/departments/technology/pro_developm ent.shtml • District web site is on hold until we have a better understanding of where we are in the regionalization process 	<ul style="list-style-type: none"> • Network Analysis and Stress Tests complete • Wireless access points and policies to be upgraded securely per BYOT recommendations • ABSchools (Google Apps for Education) adopted 100% by HS students for email and docs, 84% of HS teachers use it with their students, 70% HS staff voluntarily use it as primary email • Working on proposal for elective technology course for next year • EDTech provided monthly workshops at each APS school for teachers using SMART Boards, several workshops each month at HS regarding ABSchools, and at JH, monthly workshops on MS Word, Mobi technology and the new netbooks. All training is at https://sites.google.com/a/abschools.org/edtechab/calendar • Attended presentation by Boxborough Network Administrator on their use of Drupal to maintain their website.

Goal #7. Community Education: Improve Use of Facilities Reservation Process						
Statement of Purpose	Strategies	Timeline: Date task will be completed	Lead Parties	Measurable Outcomes	February Update	May Update
As a small business, A-B Community Education must always improve customer service. Since all Extended Day students are APS students, much of the information we currently seek on paper forms (Emergency Card, Pick Up Release Form, Photographic Release) may already be available in PowerSchool or could be obtained from parents by adding a field or two to PowerSchool. Parents would essentially provide our information when they update their Powerschool entries, eliminating the need to fill out several of the Comm. Ed. forms. The Extended Day registration process will be much more convenient for the parents of the 377+/- students who attend our programs at the Administration Building, Conant School, Gates School and McCarthy-Towne School.	Community Ed. will seek modifications to PowerSchool so that it captures necessary data.	Registration for 2012-2013 school year begins in January, 2012. Modifications to PowerSchool will need to be in place by that time.	Superintendent , Director of Community Education, Extended Day Coordinator, PowerSchool Administrator	Community Education intends to eliminate several forms and save people's time and effort for the 2012-2013 registration process.	<ul style="list-style-type: none">Community Ed. Extended Day worked with Powerschool Administrator to create custom reports that produce attendance sheets, class rosters, and enrollment totals. School secretaries appreciate the ability to instantly find out which XD program their students attend (since some may stay in the building and others go to the Admin. Building program). Now re-enrolling current families for the 2012-2013 school year and have created pre-populated registration forms for parents with information drawn from Powerschool, saving time and minimizing errors with data entry.New online forms have eliminated multiple registration forms formerly filled out by hand.Going beyond our Goal, student data is now being exported from Powerschool to Quickbooks to be used in our new invoice system, allowing us to email monthly invoices to parents and create itemized statements.	All goals completed.

Acton Public Schools
Acton-Boxborough Regional School District
SCHOOL CALENDAR, 2012-2013
Bold Underlined Dates = No School Days

Approved: 12/15/11
Draft of JH/HS Early/Late Starts 4/30/12

Aug.	M	T	T	W	T	F	Teachers' mtg. - Aug. 27
Sept.	27	28	29	30	31		Schools Open - Aug. 28
	3	4	5	6	7		No School - Aug. 31
	10	11	12	13	14		Labor Day - Sept. 3
	17	18	19	20	21		
	24	25	26	27	28		Rosh Hashanah - Sept. 17
							Yom Kippur - Sept. 26
							School Days - 20
Oct.	M	T	T	W	T	F	JH and HS Late Start - Oct. 1**
	1	2	3	4	5		
	8	9	10	11	12		Columbus Day - Oct. 8
	15	16	17	18	19		Elem Early Dismissal - Oct. 30*
	22	23	24	25	26		School Days - 22
	29	30	31				
Nov.	M	T	T	W	T	F	Prof. Day - Nov. 6 (no school/students)
							Elem Early Dismissal - Nov. 14*
	5	6	7	8	9		Veterans Day - Nov. 11 (holiday-Nov 12)
	12	13	14	15	16		Half Day - Nov. 21
	19	20	21	22	23		Thanksgiving Recess - Nov. 22-23
	26	27	28	29	30		School Days - 18
Dec.	M	T	T	W	T	F	Jr. High. Early Dis. - Dec. 13* & 18*
	3	4	5	6	7		
	10	11	12	13	14		
	17	18	19	20	21		Winter Recess - Dec. 24 - Jan. 1
	24	25	26	27	28		School Days - 15
	31						

* Parent/Guardian Conferences
** Professional Learning for Staff

No School and Delayed Opening Announcements air on: <http://ab.mec.edu>
TV Channels 4, 5, & 7 and radio stations WBZ, WEIM
Delayed Opening - delayed starting time.
School Committee Meetings:
A-B Regional - 1st Thursday, JHS Library - 7:30 PM;
APS Local - 3rd Thursday, JHS Library - 7:30 PM (exceptions: Oct.-Mar. @ Elem. Schools). Check website postings as locations may change.

Jan.	M	T	T	W	T	F	Schools Open - Jan. 2
		1	2	3	4		JH* AND HS** Early Dis. - Jan. 3
	7	8	9	10	11		Martin Luther King Day - Jan. 21
	14	15	16	17	18		Kindergarten Change-over - Jan. 22
	21	22	23	24	25		School Days - 21
	28	29	30	31			
Feb.	M	T	T	W	T	F	JH** AND HS** Late Start - Feb. 11
						1	Presidents' Day - Feb. 18
	4	5	6	7	8		Winter Recess - Feb. 18-22
	11	12	13	14	15		
	18	19	20	21	22		School Days - 15
	25	26	27	28			
Mar.	M	T	T	W	T	F	
						1	
	4	5	6	7	8		
	11	12	13	14	15		
	18	19	20	21	22		Good Friday - Mar. 29
	25	26	27	28	29		School Days - 20
Apr.	M	T	T	W	T	F	JH** AND HS** Late Start - Apr. 9
	1	2	3	4	5		Spring Recess - Apr. 15 - 19
	8	9	10	11	12		Patriots Day - Apr. 15
	15	16	17	18	19		School Days - 17
	22	23	24	25	26		
	29	30					
May	M	T	T	W	T	F	Memorial Day - May 27
							School Days - 22
	6	7	8	9	10		
	13	14	15	16	17		
	20	21	22	23	24		
	27	28	29	30	31		
June	M	T	T	W	T	F	Graduation - June 7
	3	4	5	6	7		Last day - June 14 - 21
	10	11	12	13	14		(depending on snow days)
	17	18	19	20	21		School Days - 10
	24	25	26	27	28		Total Days = 180 - 185

Office of the Superintendent
 Acton Public Schools
 Acton-Boxborough Regional School District
 (978) 264-4700 x 3211
<http://ab.mec.edu>

TO: Acton Public and Acton-Boxborough Regional School Committees
 FROM: Steve Mills
 DATE: 4/30/12
 RE: Religious Holidays and our School Calendar

Before proposing a 2013-2014 school calendar for your consideration in the fall, I would like the School Committees to decide whether or not to continue the practice of having no school on the religious holidays of Good Friday, Rosh Hashanah and Yom Kippur due to the large numbers of students and staff who have stated that they would not attend school on those days. Recognizing our current School Ceremonies and Religious Holiday Observances Policy and Procedures (File: IMD attached), I do not feel discussion is needed about how to respect the beliefs and practices of our students and staff, but rather whether school should be held on these religious holidays.

On November 23, 2010, I shared results of a parent and staff survey with you regarding our school calendar.

Here are the parents' results of the questions about religious holidays and our calendar:

- 1750 parents (of approximately 5500 students) responded to the survey
- 200 parents said they would keep their child out of school for the 2 Jewish holidays
- 330 parents said they would keep their child out of school on Good Friday
- 200 parents would observe other holidays in the calendar, most notably the Indian tradition of Diwali when 80 parents responded that their child would not attend school
- 50 parents responded that they would keep their child out of school during Chinese New Year

Here are the staff's results of the questions about religious holidays and our calendar:

- 43 staff members (25 of whom are teachers) said they would miss school due to the Jewish holidays
- 157 staff members (91 of whom are teachers) said they would miss school on Good Friday

From a purely logistical perspective, I stated at that time that managing a school during these 3 religious holidays would be a challenge given the number of students and adults that would

be absent. At that time, I continued to recommend a school calendar that included no school on Good Friday, Rosh Hashanah and Yom Kippur.

When the School Committee voted on 12/2/10, one ABRSD member voted against and one abstained from the approved calendar.

When the School Committee voted last year on the 2012-2013 calendar, religious holidays were again discussed. On 12/1/11, the ABRSD voted 7 – 6 to approve the proposed calendar that mirrored the year before with the 3 religious holidays off.

Regarding our ability to hold school appropriately on a day when 330 children and 157 staff members (including 91 teachers) were out in the case of Good Friday, or when 200 children and 43 staff members (including 25 teachers) were out in the case of one of the Jewish holidays, that is a significant concern. We could realistically fill up to 40 teachers' absences (K-12) on a typical day.

I would appreciate the School Committee's input on this important calendar issue and request that a decision be made at the June 7th School Committee meeting to give the public time to participate, if they wish.

SCHOOL CEREMONIES AND RELIGIOUS HOLIDAY OBSERVANCES

The Acton Public Schools and the Acton-Boxborough Regional School Districts observe the establishment clause of the first amendment to the Constitution which guarantees both the separation of church and state and also the right of an individual to free speech. The School Committees understand that there can be a tension between these two parts of the first amendment. The schools must also respect the laws of the Commonwealth of Massachusetts.

In addition, we recognize that in any group there are diverse cultural, ethnic, religious and social traditions which should be understood through educational practice. We shall recognize and honor our differences, not ignore them. Students and staff will be encouraged to appreciate and accept ethnic and religious diversity. We shall be respectful of the beliefs and practices of others

LEGAL REF.: 603 CMR 26:05

SCHOOL CEREMONIES AND RELIGIOUS HOLIDAY OBSERVANCES

Instructional Practices

1. A good education acknowledges the importance of studying about religion. This study would include such learning activities as an analysis of the role of religion in culture and an appreciation of its importance in order to reach a balanced understanding of civilization and society.
2. The treatment of religion in the schools will meet the Supreme Court's constitutional boundaries set forth in the three-part test of Lemon v. Kurtzman: (1) the activity must have a secular purpose, (2) the principal or primary effect of the activity must be one that neither advances nor inhibits religion, (3) the activity avoids excessive governmental entanglement with religion.
3. Teachers will be sensitive and knowledgeable about the diversity of religious beliefs of the students in their classes. Instructional practices will balance religious beliefs so that all students will feel included; no student will be required to participate in class activities associated with religion if unwilling, or if a parent expresses unwillingness.
4. Community resources and personnel should be used whenever possible by the schools when activities related to religious holidays are planned and implemented.
5. The school system calendar will indicate religious holidays affecting a significant proportion of our population. The school system will indicate holidays that will have an impact upon student participation in school activities.
6. Students will be accommodated if they request of the teacher that they be excused from participating in activities involving religion and/or if they are unable to participate in regular activities due to religious observances. Written parent permission should accompany such student requests.
7. The school will use the standard grievance procedure to resolve differences resulting from the implementation of these guidelines (e.g., appeal to teacher, to principal, superintendent, to the school committee).

Homework and Tests

8. As stated in the School Committee policy, we recognize that our school community is comprised of individuals with diverse religious, ethnic, cultural, and social backgrounds. It is our intent to respect our differences and maintain a liberal view of others. Consistent with this, the school system accommodates individual differences in religious observance. Thus, if a student is affected by a religious holiday that is not observed with a school wide closing, that student will be allowed to have additional, reasonable time to complete assignments and assessments that conflict with their holiday observance even in the event that the student attends classes on that day.

Curriculum Content

9. As part of a study about the role religion plays in history, culture and the arts, teachers may use religious symbols, art, and music as well as literature drawn from a religious tradition.

Sports and Extra-Curricular Activities

10. School sports, tryouts and extra-curricular activities should be scheduled so that students will be accommodated if unable to participate due to their observance of a religious holiday.

Activities, Displays and Exhibits

11. Holiday displays and exhibits in classrooms and schools will be designed to help students appreciate the variety and value of religious traditions in the world. These displays shall not be solely focused on one or two specific holidays. Activities must have an instructional purpose. The principal effect of the activity must be one that neither advances nor inhibits religion.

Programs and Observances Related to a Religious Holiday

12. Programs (assemblies, plays or other activities) conducted during any religious holidays should be evaluated as to their purpose and effect. Their presentation, content, theme or timing must be secular/educational.

The Use of Religious Music

13. Music programs should be planned in accordance with the music curriculum objectives. (See also 2, 3, and 6 above.) Music instruction and performance will be designed to help students appreciate the variety and value of cultural and religious traditions in the world.

*Approved 10/7/94 and 10/13/94 by the Acton Public and Acton-Boxborough Regional School
Procedure #8 revised to reflect current practice on 6/25/07.*

**ACTON and ACTON-BOXBOROUGH REGIONAL
SCHOOL COMMITTEE MEETINGS
2012-2013**

Meetings are held in the Junior High School Library unless otherwise indicated.

Acton-Boxborough Regional School Committee meetings are held on the first Thursday of the month;

Acton Public School Committee meetings are held on the third Thursday.

Meetings start at 7:30 p.m., unless otherwise noted and are posted online at <http://ab.mec.edu/about/meetings>.

First week of Aug?	Joint School Committee Annual Workshop / Acton-Boxborough Regional School Committee, followed by Acton School Committee Meetings - 6 pm, Sargent Library, Boxborough
September 6	Acton-Boxborough Regional School Committee
September 20	Acton School Committee @ DOUGLAS
October 4	Acton-Boxborough Regional School Committee Meeting
October 18	Acton School Committee @ MCCARTHY-TOWNE
November 1	Acton-Boxborough Regional School Committee @ ABRHS
November 15	Acton School Committee @ MERRIAM
December 6	Acton-Boxborough Regional School Committee
December 20	Acton School Committee
January 3 (?), 2013	Acton-Boxborough Regional School Committee
January 17	Acton School Committee
February 7	Acton-Boxborough Regional School Committee (open budget hearing-required by law)
February 21(?)	Acton School Committee (open budget hearing-required by law)
March 7	Acton-Boxborough Regional School Committee
March 21	Acton School Committee @ GATES
March 28	Joint School Committee Meeting (serves as April meetings)
May 2	Acton-Boxborough Regional School Committee
May 16	Acton School Committee @ CONANT
June 6	Acton-Boxborough Regional School Committee
June 20	Acton School Committee

Note: Acton Town Meeting is the first week of April. Boxborough Town Meeting is mid-May.

4/27/12

<http://ab.mec.edu/about/schoolcommittee>

6.1

To: Dr. Stephen Mills
Acton-Boxborough Regional School Committee
From: Alixe Callen
Date: April 27, 2012
Re: Changes to the 2012– 2013 ABRHS Student Handbook

It is my pleasure to present the following amendments to the ABRHS Student Handbook. Our handbook committee, convened by Assistant Principal Susan Atwater-Rhodes and comprised of students, teachers, parents and an administrator, has recommended the following changes. I support these changes wholeheartedly, particularly given the committee's representative and collaborative nature.

If you wish to view the context of these changes, please note that the 2011-2012 Student Handbook is available online (<http://ab.mec.edu/abrhs/pdf/files/handbook.pdf>). Those sections added or significantly changed are summarized below. Please note that anything underlined represents a change. Non-underlined text is not being revised.

Section I General Information

Advisories

Students will each be assigned to an advisory group, led by a staff member of the school.
Advisories will meet twice during the six day cycle at appointed times. Students are expected to attend all advisory group meetings.

Campus Monitors

Monitors are paraprofessionals whose role is to provide an adult presence in large gathering areas, hallways and the immediate school grounds. Their primary function is to help ensure that students are safe and making safe choices. In addition, they provide support to the administration during emergency situations.

Student Handbook violations or any other incidents of concern that are observed by monitors are reported to the administration for follow-up.

Access from Directed Study

Due to space constraints, limited computers and textbooks, only content area teachers can sign a pass for students to come to the library during directed study. When asking for a pass, students should keep in mind the following guidelines:

- The reason for your visit may not be to use textbooks, computers or work on daily homework;
- You are encouraged to request a pass to use print resources or computers related to a research project that necessitates use of library materials, or to request assistance from the librarian;
- Please present your pass to one of the library staff upon arrival in the library.

Students who do not have access to a computer at home should speak with the librarian or their counselor to receive an exemption from these guidelines. Study hall teachers are not allowed to write a pass for students to the library.

Make-up Work

If, because of legitimate tardiness, you miss a test or quiz or fail to hand in assignments, you are expected to make up that work that day or to receive permission that day from your teacher for an alternative make-up date. Failure to do this will receive a zero.

If you miss a test or fail to hand in assignments due to participation in a field trip you are expected to notify your teacher in advance to arrange any make-up requirements.

School dances

No backpacks or outside beverages are allowed into dances.

Student Email--All students are issued an email account to be used for the purpose of communicating with teachers, administrators, counselors, librarians, school staff members and peers. Please check this account daily. Please note that emails are monitored for inappropriate language. See a librarian if you have difficulty accessing your account.

Cafeteria

The Food Service Department now uses a Point of Sale System for payment in the cafeteria. Each student is issued a 4 digit lunch id number upon enrollment that stays with them until they graduate. Students will enter their lunch id number at the register.

Parents have the ability to prepay for lunches. Please visit the Food Service Website for details. <http://www.ab.mec.edu/departments/food/food.shtml> or contact the Food Service Department at 978-264-4700x3221 or lunchonline@mail.ab.mec.edu

There are two recycling stations in the cafeteria. Students are expected to dispose of all lunch materials as described at these stations.

Section III Course Requirements, Scheduling and Grades

Graduation Requirements Once voted, the new School Committee policy, including the arts requirement, will be included here.

Level change/grade change

1. Students who change levels during the first semester of the school year will have their grades raised or lowered by 7 points to conform to the weighted GPA chart for the histogram. If the change is made in the middle of a term, each test grade during this term, but prior to the change, will be affected in this way. If the change is made at the end of a term, this term grade will be affected in this way. In either case, all term grades prior to the change in level are to reflect the 7-point difference. Hence, the end of the year grade reflects the final.

2. Students who change to a lower level after the first semester schedule deadline will not have their grades raised. However, students who change to a higher level after this date, will have their grades lowered by seven (7) points.

Section IV Student Rights and Standards of Conduct

Truancy notices are now delivered via abschools email. It is the student's responsibility to correct any attendance errors immediately after they occur.

Smoking or Chewing Tobacco on School Property

Electric Cigarettes

Given the potential disruption, the use of electric cigarettes is prohibited in public areas in and around the high school.

The Acceptable Use Policy was substantially edited reducing redundancy with the District Policy, now Appendix 11, and addressing new expectations on the use of personal computers.

Personally-owned Equipment

Personally-owned computer equipment, smart phones or peripherals may be used in common areas of the school, including student centers, cafeteria and the library provided their use does not distract the student or others from academic study. Students may not use personally owned equipment, smart phones or peripherals in academic classrooms without the specific permission of the teacher. At this time students are unable to access the school's wireless network. Students bear responsibility for any damage, theft or loss of personal equipment brought into school.

2012-2013 Student Handbook Committee Members

Susan Atwater-Rhodes

Cheryl Simmons, Special Education

Janet Maxwell, mathematics, parent

Maura Champigny, social studies, parent

Diane Celino, Librarian

Arnav Roy, student

Megan Goodemote, student

Emily Purdom, student

File: IKF

GRADUATION REQUIREMENTS

(proposed revision 3/8/12)

First Reading
3/22/12

All Acton-Boxborough Regional High School students must meet the following minimum requirements to graduate and receive a diploma:

Passing grades in:

- Four years of English
- Three years of social studies (one of which must be U.S. History)
- Two years of science (one of which must be biology)
- Two years of mathematics
- Fitness for Living (1 year alternate days)
This course includes two terms of Health Education and two terms of physical education.
- Three semesters of physical education over the next three years (10, 11 & 12)
- Academic elective requirement - one additional year of English, social studies, math or science, or a third year of a world language.
- One semester of Communication Arts, Industrial Arts, Performing Arts or Visual Arts, beginning with the Class of 2016.

All students must take and pass the Massachusetts Comprehensive Assessment System (MCAS) tests in order to qualify for a high school diploma. These tests are given at the high school beginning in the spring of sophomore year. Thereafter, they are administered at least twice a year.

All students new to the state of Massachusetts should contact their counselor as soon as possible for additional information and to be sure that they are signed up to take the MCAS tests at the next appropriate administration.

Credit Requirements

One hundred credits are required for graduation.

Deleted: Eighty

To: Dr. Stephen Mills, Superintendent
Acton-Boxborough Regional School Committee
From: Alixe Callen
Re: ABRHS Math Graduation Requirement
Date: April 25, 2012

As requested, this memo lays out some additional information about ABRHS's graduation requirement in the area of math. A question was raised at the last school committee meeting that our requirement of only two years may not be sufficient.

While students are only required to earn credit for two years of math at ABRHS, over the course of the past six years the overwhelming majority (90.4%) of our graduates have taken at least four years of math (see attached spreadsheet for details). Furthermore, an additional 7.4% have gone beyond the two year requirement. On average ten students (2.2%) from each graduating class have met only the minimum requirement in math. For the class of 2012, that number is eight.

Looking specifically at that small handful of students in the class of 2012 who have met only the minimum requirement, it is interesting to note that every one of them has taken more than the required two years, but has needed to repeat at least one course either to failure or in order to meet the C- threshold for advancement to the next course. Additionally, of those eight students, five have transferred to us from other schools.

If there was concern about those students and their future prospects, we would absolutely recommend an expansion of the requirement. However, all data suggest that even those students meeting just the minimum requirement are served well. For instance, on the 2011 MCAS tests, every single student attending Acton-Boxborough Regional High School passed the math portion of the test. In addition, college acceptance rates indicate that all of our students wishing to attend college are able to do so. The lack of a more extensive requirement is not holding our students back.

On a final note, I want to mention a word about process. When the leadership of the high school first explored the idea of an arts requirement for graduation, we spent some time reviewing the current graduation requirements in all subject areas. The department leaders were unanimous in their opinion that the current requirements serve our students well and that adjustment is not warranted.

4-year Math Totals

10 math credits	6 year Averages
percentage of class	2.2%
number of students	10

Between 12.5 and 17.5 math credits

percentage of class	7.4%
number of students	35

>=20 math credits

percentage of class	90.4%
number of students	417

By Year of Graduation

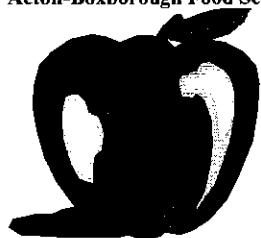
YOG	2007	2008	2009	2010	2011	2012 (estimated)
	2.6%	1.1%	3.1%	2.2%	2.2%	1.7%
	11	5	15	10	11	8

YOG	2007	2008	2009	2010	2011	2012 (estimated)
	8.0%	9.5%	6.4%	3.4%	9.8%	7.6%
	34	43	31	15	49	35

YOG	2007	2008	2009	2010	2011	2012 (estimated)
	89.5%	89.4%	90.4%	94.4%	88.0%	90.7%
	382	405	435	422	441	417

6.3
(A)

Acton-Boxborough Food Services



Serving Education Daily

**Acton Public Schools
Acton-Boxborough Regional School District
Food Service Department
16 Charter Road
Acton, MA 01720-2995
Phone # 1-978-264-4700x3221
Fax # 1-978-264-3340
Kirsten Nelson, Director
E-Mail: knelson@mail.ab.mec.edu**

To: Marie Altieri/Don Aicardi
From: Kirsten Nelson
Date: May 1, 2012
Re: Equity in School Lunch Pricing

A-B charges \$2.10, weighted average \$2.26

Note: SY 2011-2012 Weighted Average Price equal to or above \$2.51 are compliant for SY 2012-2013. \$2.51 is the difference between the Free and Paid reimbursement rates for SY 2011-2012. Equity in School Lunch pricing caps the amount of the increase at \$.10/year. Prices can be increased more than \$.10 if there is a financial hardship.

If we charge less than the \$2.51 a rate increase is necessary.

The Acton-Boxborough Regional Schools will need to increase their lunch prices from \$2.10 to \$2.20 effective August 27, 2012.

Acton Boxborough Regional Schools Food Service Dept.
FY'11
Fund Report

Sales to Children				\$761,036.74
Sales to Adults				\$42,017.35
State and Federal Reimbursements Received				\$96,206.08
Total Receipts				\$899,260.17
Minus Total Expenditures				\$863,513.96
Increase or (Decrease)				\$35,746.21
Closing Fund balance June 30, 2010				\$299,637.75
Closing Fund Balance June 30, 2011				\$335,383.96

Acton Boxborough Regional Schools Food Service Dept.
FY'12
Projected Fund Report
4-29-12

Beginning Balance				\$335,383.96
Sales				\$857,970.78
Health Insurance from A-B Budget				\$86,689.20
Reimbursements				\$97,513.51
Total Receipts				\$1,042,173.49
*Minus Total Projected Expenditures				\$1,103,436.01
Increase or (Decrease)				(\$61,262.52)
Closing Fund balance June 30, 2012				\$274,121.44
*Includes one time purchase of Point of Sale System				
and oven at the High School \$56,000.00				

Acton Boxborough Regional Schools Food Service Dept.

FY'13

Projected Fund Report

4-29-12

Beginning Balance				\$274,121.44
Sales				\$874,009.00
Health Insurance from A-B Budget				\$0.00
Reimbursements				\$112,110.00
Total Receipts				\$986,119.00
Minus Total Projected Expenditures				\$1,152,180.00
Increase or (Decrease)				(\$166,061.00)
Closing Fund balance June 30, 2012				\$108,060.44
Paying an additional \$87,000 in insurance				
Projects a 25% reduction in a la carte sales due to new regulations.				

**Community Forums Hosted by Boxborough School Committee
Tuesday, May 8 at 11AM and Wednesday, May 9 at 7PM at the Sargent Memorial
Library in Boxborough**

You are cordially invited to join the Boxborough School Committee as we present information about the school related warrant articles up for vote at Boxborough's May Town Meeting. Please join us and bring a neighbor as we discuss the following warrant articles and explain how they will impact our community including the Blanchard School and the Acton-Boxborough Regional Schools.

- K-12 Regionalization with Acton (should a K-12 agreement be drafted for future approval)
- A/B Regional Schools Lower Fields Turf Project
- Hager Well/Blanchard Emergency Generators
- Replace Portion of Blanchard School Roof
- Repair and Replace Exterior Mortar and Masonry at Blanchard
- Blanchard Carpet Replacement
- Replace Current Blanchard Gym & Library Lighting
- Blanchard Perimeter Safety Fencing
- Blanchard Two-Way Radios and Associated Equipment
- Blanchard Bill of a Prior Fiscal Year
- Brief overview of How Town Meeting Works

Our goal is to share information about these warrant articles with the public in advance of Town Meeting. Please come and bring a friend! This is your Town and your voice is important!

More information about the Regionalization and AB Lower Fields articles can be found on the AB Regional School Committee website at:
<http://ab.mec.edu/about/schoolcommittee.shtml>

REMINDER!!! Boxborough Town Meeting begins on May 14 at 7:00 PM in the Blanchard Gym and continues May 15 and 17 as needed.

**ACTON-BOXBOROUGH REGIONAL HIGH SCHOOL
36 CHARTER RD.
ACTON, MA 01720**

To: Stephen Mills
From: Alixe Callen
Subject: Donation for Math and Science
Date: March 30, 2012

We have received a donation in the amount of \$1,000 from the Society for Science & the Public and Intel. This award will be used to further support excellence in science, math/and or engineering education.

It will be deposited into Fund 3305 – SHS Gifts.

6.7

R.J. Grey Junior High School
Principal's Office
16 Charter Road
Acton, MA 01720

TO: Stephen Mills
FROM: Craig Hardimon
DATE: 4/27/12
RE: Gift

Please accept the following Grant/Gift in the amount of \$1500.00 from Acton Citizens for Environmental Safety (ACES). This amount was donated to the Junior High School Library in memory of Mary Michelman and Carol Holley to purchase environmental books and educational materials for the Junior High Library.

The Junior High School is honored to purchase these materials in their memories.

To: Stephen Mills
 From: Larry Dorey
 Re: Discipline Report for March
 Date: March 30, 2012

There were 35 discipline referrals to the administration during the month of March. This total is down from 52 last year. 6 students were suspended this month, while 15 students were suspended during March, 2011.

Suspensions

Referral	2008	2009	2010	2011	2012
Abusive/Obscene Language		1		2	1
Alcohol Use			1	5	
Disrespectful			2		
Abusive Language					1
Disruptive Behavior					1
Fighting		2	1	2	2
Leaving School Grounds	3				
Marijuana Use				4	1
Physical Aggression			1		1
Possession of a Weapon		1	1		
Stealing	1				
Truancy Issues	1				
Weapons				2	
Total	5	4	6	15	6

A list of all infractions for the month of March appears on the backside of this page.

c: Alixe Callen

Other Infractions

Infraction	2008	2009	2010	2011	2012
Abusive/Obscene Language		2		2	1
Academic Intg.	4	6	5	1	3
Alcohol use			1	5	
Bus Discipline Issue					1
C.H. Alcohol	6	5			
CH Drugs		1			4
Computer use Violation				3	
Disrespectful	2	2			1
Disruptive/Uncoop Behav.	4	5	10	1	2
Drug Related			1		
Fighting		2		2	2
Forgery/Cheating	2				1
Harassment		4	6		
Leaving School Grounds	15	4	7	12	4
Marijuana Use				4	1
Non Compliance w/school rules	3	2		1	
Other	1	3	3	1	1
Out of school issue		8		2	1
Physical Aggression			5		1
Parking Violations			2	2	
Possession of a weapon			1		
Smoking on School Grounds		2			
Stealing	1				
Tardy	1			1	1
Teasing				1	
Truancy	3	2		12	11
Weapons		1	1	2	
Total	42	48	42	52	35

7.1.1
 (A)

To: Stephen Mills
 From: Larry Dorey
 Re: Discipline Report for April, 2012
 Date: April 30, 2012

There were 25 discipline referrals to the administration during the month of April. This total is down from 42 last year. 5 students were suspended this month, while 5 students were suspended during April, 2011.

Suspensions

Infraction	2008	2009	2010	2011	2012
Abusive/Obscene Language		1	2		
Alcohol Use			2		1
Alcohol Possession				3	
Disrespectful	1				
Disruptive Behav	2				
Drug Use	1				2
Drug Possession		1			1
Fighting	2				
Fire Alarm	1				
Harassment			1		
Leaving	2				
Other	1				1
Physical Aggression		1			
Sexual Harassment	1	1			
Theft				2	
Truancy Issues	1		1		
Vandalism			1		
Total	12	4	7	5	5

A list of all infractions for the month of April appears on the backside of this page.

c: Alixe Callen

Other Infractions

Infraction	2008	2009	2010	2011	2012
Abusive/Obscene Language		1	2		1
Academic Integrity				3	
Alcohol Possession				3	
Alcohol Use			2		1
Bullying				1	
Chemical Health - Drugs	1	1			1
Disrespectful	1		3	1	2
Disruptive/Uncooperative Behavior	10	2	8	8	7
Drug Possession		1			
Drug Related				2	
Drug Use	1				
Fighting	2				
Fire Alarm	1				
Forgery		1	1	2	
Harassment	1		1	1	1
Leaving School Grounds	12	11	8	3	6
Non Compliance w/school rules		1	1		
Other	1	3	5	3	2
Out of School Issue		1	4	1	
Parking Violations		2	7		
Physical Aggression		1	2		
Sexual harassment	1	1			
Tardy				1	
Teasing			1	2	
Threatening			1		
Theft				2	
Tardy	1			1	
Truancy	4	1	7	8	4
Vandalism			1		
Total	36	27	54	42	25

7.1.2

ACTON-BOXBOROUGH REGIONAL HIGH SCHOOL
36 Charter Rd.
Acton, MA 01720

To: Stephen Mills
From: Alixe Callen
cc: Kristen Ervick
Subject: Donation to Amnesty International
Date: March 26, 2012

Salerno's Restaurant has donated \$100 to Amnesty International.

Please accept this donation.

Thank you.

ACTON-BOXBOROUGH REGIONAL HIGH SCHOOL
36 Charter Rd.
Acton, MA 01720

To: Stephen Mills
cc: Kay Steeves
From: Alixe Callen
Subject: Community Service Donations
Date: March 26, 2012

The following have made donations to the Community Service program:

Laurence & Rita Grossman	\$ 50
James & Susan Russell	\$100
Michael Bartelson	\$250

We would appreciate it if you would approve the donations, which will be deposited into the SHS Community Service account (Fund 3328):

Thank you.

**ACTON-BOXBOROUGH REGIONAL HIGH SCHOOL
36 CHARTER RD.
ACTON, MA 01720**

To: Stephen Mills
cc: Kay Steeves
From: Alixe Callen
Subject: Community Service Donations Received
Date: March 29, 2012

We have received two donations in support of this year's senior class Community Service Day from:

- Boxborough Democratic Town Committee - \$100
- Kelly & William Frye - \$100

We will deposit the checks in the SHS Community Service Fund (# 3328).

**ACTON-BOXBOROUGH REGIONAL HIGH SCHOOL
36 CHARTER RD.
ACTON, MA 01720**

To: Stephen Mills
cc: Kay Steeves
From: Alixe Callen
Subject: Community Service Donations Received
Date: April 2, 2012

We have received two donations in support of this year's senior class Community Service Day from:

- Mr. & Mrs. Michael Einkauf - \$50
- Joseph G. Perry Plumbing & Heating, Inc. - \$100

The checks will be deposited in the SHS Community Service Fund (# 3328).

**ACTON-BOXBOROUGH REGIONAL HIGH SCHOOL
36 CHARTER RD.
ACTON, MA 01720**

To: Stephen Mills
cc: Kay Steeves
From: Alixe Callen
Subject: Community Service Donations Received
Date: April 3, 2012

We have received donations from the following to help support our Community Service Day efforts:

- Mr. & Mrs. Brian Sullivan - \$25
- Mr. & Mrs. Richard Doherty - \$30
- Naturally You - \$50
- Mr. & Mrs. Anthony DiBona - \$75
- Powers Gallery & Fine Framing - \$100
- Thomas P. O'Connell - \$250
- Roche Brothers - \$250

The checks will be deposited in the SHS Community Service Fund (# 3328).

7.1.3

To: Dr. Stephen Mills, Superintendent
From: Dr. Alixe Callen, Principal ABRHS
Re: Italian program
Date: April 27, 2012

As you know, monitoring the enrollment in our various courses and making programmatic decisions is an ongoing and rigorous process. However, each year we monitor the requests for various courses and make decisions that best serve the needs of our student as a whole. From time to time, those decisions are particularly difficult as they involve the future of certain programs. While we hate to phase out programs that were once successful, we need to make sure that our offerings serve our current and future students as well as possible.

Over the course of the past two years, we have seen the requests for enrollment in our Italian courses drop precipitously. Indeed, 20 fewer students requested Italian for the 2012-2013 school year than did so for 2011-2012 school year, furthering a trend we have noted over the course of the past two years. As such, we have decided that the time has come to phase out the Italian program. We will offer Italian 2 and 3 next year in order that those students who have begun the language will be able to further their study. However, we will eliminate Italian 1, thereby phasing out the program over the course of the next two years.

This will result in a realignment of our staffing to ensure that staff are allocated to the areas where we need them most.

If you have questions, please let me know.

7.1.4

From: "Genevieve Hammond" <ghammond@mail.ab.mec.edu> 4/27/2012 11:25:36 AM
Subject: Senior Interns 2012
To: news@abschools.org
Cc: akingan@abschools.org
Bcc: **Beth Petr**
Attachments: Attach0.html 4K
List of Interns by Location 2011-2012.doc 78K

Friends and colleagues,

Attached you will find the list of this year's senior interns. These 50 young people have worked very hard this year to fulfill a variety of requirements, allowing them to go out into the world and engage in a professional learning experience for the next three weeks. Once again, School-Business Partnership & Internship Coordinator Annie Kingan has worked tirelessly to find appropriate sites for these students, including 12 in our own schools. Beyond ABRSD, interns will be working in a variety of fields, including nursing and medicine, engineering (civil and software), physical therapy, politics, marketing, accounting, and more. One student will learn about international business, another about laser eye surgery instrument manufacture, two are pursuing environmental interests with the EPA and the US Army Corps of Engineers, four will be working in a special education school in Lowell -- the list goes on, literally.

I hope you will take a moment to peruse the list, to see if there are names you recognize. If there are students you know, feel free to drop them a line and see how they're doing, or congratulate them. They can all be reached using our ABSchools e-mail system; each user name follows the same format, namely "12lastnameinitial@abschools.org" (for example, 12hammondg@abschools.org). You shouldn't feel obligated, but I'm sure they'd be delighted to hear from you. And if you happen to have a few minutes to spare on Thursday, May 24, between 10-11:30, the interns will be back and sharing their stories in Room 218E at the high school.

Annie and I thank our high school colleagues, as well as Dr. Mills and Deborah Bookis for their ongoing support of this valuable program. Please let me know if you have any questions.

Cheers,
Genevieve Hammond
Senior Seminar and English teacher
ABRHS

LIST OF SENIOR INTERNS: 2011-2012

***denotes new site or new supervisor/placement at the site**

	Student	Site	Industry
1*	Catherine Allard	Texthelp Systems (Woburn)	Event Planning/Marketing
2*	Nicole Arnold	Lowell Transitional Living Center	Psychology
3	Lauren Bacharach	Animal Adventures (Bolton)	Zoology
4*	T J Barrett	Beaver-Visitec International (Waltham)	Engineering
5	Joey Bartelson	Animal Adventures	Zoology
6	Kyra Beaudoin	McCarthy-Towne School	Elementary Education
7	Ori Ben-Shir	Achieve PT (Acton)	Physical Therapy
8*	Erin Bohmiller	Zoll Medical (Chelmsford)	International Business
9*	Katie Briskie	Acton-Boxborough Dance Center	Business
10*	Clarissa Budd	Grace Community Church (Chelmsford)	Photography/Communications
11	Alanna Carey	Reactive Innovations (Westford)	Scientific Research
12	Jose Chacon	Green International (Westford)	Civil Engineering
13*	Kayla Chalmers	Deaconess Abundant Life Communities (Concord)	Nursing
14*	Amanda Chapman	McCarthy-Towne School	Elementary Education
15*	Antara Chatterjee	NFI Riverside (Lowell)	Education
16	Ellen Conway	Health Alliance	Nursing
17	Erika Corey	Midge Belcourt, CPA (Acton)	Accounting
18*	Clara Couch	NFI Riverside	Psychology/Education
19*	Danielle Cremen	McCarthy-Towne School	Elementary Education
20	Matt Dexter	NFI Riverside	Psychology/Education
21	Katie Doherty	McCarthy-Towne School	Elementary Education
22	Simone Doncel	Effective Marketing (Acton)	Marketing
23*	Shannon Epstein	Circle Furniture (Acton)	Interior Design/Retail
24*	Scott Evans	Wellesley Therapeutics	Physical Therapy

25*	Nicole Geoffrion	Middlesex West Chamber of Commerce (Acton)	Public Relations
26*	Tianna Gilberti	Conant Elementary School	Elementary Education
27	Marvin Gonzalez	Acton Police Department	Law Enforcement
28	Wesley Hatch	ABRHS Athletic Department	Athletic Training
29	Emily Hazen	R.J. Grey Junior High School	Education
30	Theresa Howe	Nashoba Valley Medical Center (Ayer)	Nursing
31	Sam Issenberg	ProSports Therapy (Westford)	Physical Therapy
32*	Michelle Ives	Discovery Museums (Acton)	Biology
33	Keleigh Kapstad	Concord District Court	Probation/Social Work
34	Anusha Kothapalli	Nashoba Valley Medical Center	Medicine
35	Emily Loebs	Effective Marketing	Marketing
36*	Ian McGovern	Maynard Motors	Business
37	Milina Moreno	MinuteMan ARC Early Intervention (Concord)	Psychology/Child Development
38	Lanna Mosca	McCarthy-Towne School	Elementary Education
39*	Samantha Murray	Campaign Office of State Senator Jamie Eldridge	Government/Politics
40	Zachary Neal	U.S. E.P.A.-Northeast Division Laboratory (Chelmsford)	Environmental Science
41*	Rebecca Newman	U.S. Army Corps of Engineers - Northeast Division (Concord)	Environmental Science
42*	Nathan Ratner	Hardy Physical Therapy (Northborough)	Physical Therapy
43	Anne Marie Savello	Conant Elementary School	Elementary Education
44*	Rachel Sharma	NetScout (Westford)	Marketing
45	Liz Shaughnessy	NFI Riverside	Psychology/Education
46	Akhiel Willis	ABRHS Athletic Department	Athletic Training
47*	Emily Wilson	Douglas Elementary School	Elementary Education
48*	Maya Wolf	Eliza B. Designs	Interior Design
49	Jason Wu	R.J. Grey Junior High School	Education
50	Gina Zewiey	MinuteMan ARC Early Intervention Program	Physical Therapy

GREEN FLAG AWARD FOR ABRHS!

Acton-Boxborough Regional High School has learned that we've qualified for the international Green Flag award – and we will be the 4th school in the United States to receive this honor!

The award is in recognition of significant achievements in energy conservation and waste reduction at ABRHS. As a result of these efforts, ABRHS has reduced its environmental footprint and realized cost savings through the efficient use of resources.



The Green Flag is awarded through the Eco-Schools program, an international framework for encouraging and recognizing progress toward sustainability within K-12 schools. The program has been adopted in more than 50 countries around the world in 40,000 schools.

The program was adopted in the United States in 2009 and is hosted here by the National Wildlife Federation with support from the National Association of Secondary School Principals.

Elements of the Eco-Schools program:

- Eight possible project “pathways” – initiatives at ABRHS have focused on energy conservation, solid waste reduction and water conservation.
- Green Flag is the highest level of recognition, requiring school-wide audits, action plans and implementation of major projects addressing three of eight pathways.
- Strong focus on fostering student leadership and participation, with “action teams” to include students, faculty, staff and community volunteers.
- Additional key elements include curriculum integration and community outreach

For more information about sustainability initiatives at ABRHS, contact Kate Crosby, Energy Advisor, at kcrosby@abschools.org and check out the “AB Sustainability” website at sites.google.com/a/abschools.org/sustainabilityabrhs/



**PLEASE JOIN
DR. STEPHEN MILLS, SUPERINTENDENT,
AND DR. ALIXE CALLEN, PRINICIPAL,
AS WE CELEBRATE THE INTERNATIONAL GREEN FLAG AWARD
TO BE GIVEN TO ACTON-BOXBOROUGH REGIONAL HIGH SCHOOL.**

**IN RECOGNITION OF SIGNIFICANT SUCCESS IN ENERGY CONSERVATION
AND WASTE REDUCTION, ABRHS JOINS A HANDFUL OF US SCHOOLS
THAT HAVE RECEIVED THIS HONOR FROM THE NATIONAL WILDLIFE FEDERATION.
THE GREEN FLAG IS A FRAMEWORK ADOPTED IN MORE THAN 50 COUNTRIES
WITH A FOCUS ON PROMOTING SUSTAINABILITY IN K-12 SCHOOLS.**

**FRIDAY, MAY 4
2:30PM-3:30PM
ACTON-BOXBOROUGH REGIONAL HIGH SCHOOL
36 CHARTER ROAD
ACTON, MASSACHUSETTS**

**PLEASE RSVP TO KATE CROSBY, ENERGY ADVISOR, AT KCROSBY@ABSCHOOLS.ORG
ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT**

MORE INFORMATION AT [SITES.GOOGLE.COM/A/ABSCHOOLS.ORG/SUSTAINABILITYABRHS/GREENFLAG](https://sites.google.com/a/abschools.org/sustainabilityabrhs/greenflag)

THREE AWARDS in ENERGY CONSERVATION & SUSTAINABILITY TO ABRHS

The international Green Flag award for Acton-Boxborough Regional High School was announced in mid-April.

A national award and a state award, both for the Power Down Project energy conservation initiatives, were announced on May 1. Details on all three are below.

"GREEN FLAG" AWARD

NATIONAL WILDLIFE FEDERATION – ECO-SCHOOLS USA

- "Eco-Schools" framework adopted in 50 countries in 40,000 schools
- Focus is support and recognition for sustainability in K-12 schools
- Adopted in the US in 2009 - National Wildlife Federation is US host with support from National Association of Secondary School Principals
- ABRHS will be the 4th school in the US to receive the Green Flag
- Award ceremony on May 4, 2012 at ABRHS will be attended by US Congresswoman Niki Tsongas, Senator James Eldridge and Representative Jen Benson

NATIONAL "ROOKIE of the YEAR" AWARD: POWER DOWN PROJECT

NATIONAL ENERGY EDUCATION DEVELOPMENT PROJECT (NEED)

- NEED is a highly-regarded national non-profit focused on developing and supporting energy education & curriculum
- NSTAR will fund travel to Washington, DC for 8 students & 2 chaperones to attend the award ceremony in late June
- Recognition event at Massachusetts State House on May 30

SECRETARY'S AWARD FOR EXCELLENCE IN ENERGY & ENVIRONMENTAL EDUCATION

MASSACHUSETTS EXECUTIVE OFFICE OF ENERGY & ENVIRONMENTAL AFFAIRS

- First Honors category (highest level of four)
- Award ceremony at Massachusetts State House on May 7

-Kate Crosby, Energy Advisor 5.2.12

R.J. Grey Junior High School

To: Steve Mills
 From: Allison Warren and Andrew Shen
 Re: Discipline Report for March 2012
 Date: April 2, 2012

There were 16 discipline referrals/concerns (including requests from teachers for assistance) reported to the Administration during the month of March. There were 3 suspensions this past month.

	<u>Mar-08</u>	<u>Mar-09</u>	<u>Mar-10</u>	<u>Mar-11</u>	<u>Mar-12</u>
<i>Total Discipline Referrals Reported</i>	55	76	61	32	16

	<u>Mar-08</u>	<u>Mar-09</u>	<u>Mar-10</u>	<u>Mar-11</u>	<u>Mar-12</u>
Total Suspensions	5	11	12	3	3
Alcohol Use					
Defacing property/vandalism	1				
Drug-related incident					
Fighting				2	2
Harassment (non-sexual)			3		
Inappropriate/disruptive/disrespectful behavior	2	1	6		
Non-compliance with school rules		4			1
Physical aggression	1	5	1	1	
Sexual harassment					
Stealing					
Threatening	1	1	2		

	<u>Mar-08</u>	<u>Mar-09</u>	<u>Mar-10</u>	<u>Mar-11</u>	<u>Mar-12</u>
Total Other Infractions	50	65	49	29	13
Abusive language/profanity					2
Alcohol use/possession					
Bus discipline	2	2			
Academic Integrity		2			1
Class/school truancies	5	2	4		
Computer violation					
Disruptive behavior (classroom, cafeteria, hallway)	34	22	28	16	4
Harassment (non-sexual)/bullying/teasing		7	1	5	

Non-compliance with school rules	1	24	9	2	3
Out of school issue					
Physical aggression	5		2	4	
Sexual harassment					1
Stealing				1	
Threatening					
uncooperative/disrespectful behavior	2	6	5	1	2

The referrals/concerns generally were quickly resolved and no further intervention was required.

R.J. Grey Junior High School

To: Steve Mills
 From: Allison Warren and Andrew Shen
 Re: Discipline Report for April 2012
 Date: May 1, 2012

There were 11 discipline referrals/concerns (including requests from teachers for assistance) reported to the Administration during the month of April. There was 1 suspension this past month.

	Apr-08	Apr-09	Apr-10	Apr11	Apr12
Total Discipline Referrals Reported	50	37	36	19	11

	Apr-08	Apr-09	Apr-10	Apr11	Apr12
Total Suspensions	4	3	6	2	1
Alcohol Use					
drug-related incident					
fighting					
harassment (non-sexual)	4		2		
inappropriate/disruptive/disrespectful behavior					1
non-compliance with school rules					
physical aggression			2	1	
sexual harassment			1	1	
stealing					
threatening			1		

	Apr-08	Apr-09	Apr-10	Apr-11	Apr-12
Total Other Infractions	46	34	30	17	10
abusive language/profanity			1		1
alcohol use/possession					
bus discipline		1	1		5
Academic Integrity	1		9		
class/school truancies	4	2			
computer violation	1		1		
vandalism					
disruptive behavior (classroom, cafeteria, hallway)	23	20	6	6	3
harassment (non-sexual)/bullying/teasing	2			1	

non-compliance with school rules	5	6	4		1
out of school issue					
physical aggression			1	1	
Tardy to class			7	2	
sexual harassment	2				
stealing					
threatening					
uncooperative/disrespectful behavior	8	5		7	
Other					

The referrals/concerns generally were quickly resolved and no further intervention was required.

Office of the Superintendent
Acton Public Schools/ Acton-Boxborough Regional Schools
978-264-4700, x3211

**Statement regarding the Appointment
of
Andrew Shen
to the position of
Principal - R. J. Grey Jr. High School**

April 26, 2012

=====

Dr. Stephen Mills, Superintendent of Schools, is pleased to announce the appointment of Andrew Shen as the principal of the R. J. Grey Jr. High School.

Mr. Shen has been an Assistant Principal at R. J. Grey since 2008. Prior to coming to AB, he was the Associate Dean and Director of the Asian American Center at Northeastern University. He taught Social Studies for several years at Lincoln-Sudbury High School. Mr. Shen has a BA in Educational Policy and a Masters in Teaching from Brown University and a Masters of Education in School Leadership from the Harvard University School of Education.

Andrew Shen has all the qualifications that the school district and the R. J. Grey Community would like to see in a principal, and we welcome him as a new member of the Acton-Boxborough Regional Schools' administrative team.

Andrew Shen will assume his official duties on July 1, 2012.

ELL STUDENT POPULATION
Acton-Boxborough Regional School District
April 1, 2012


Category	Total as of 3/1/2011	Additions	Subtractions	Current Total as of 4/1/2012
RJG JHS	10	0	0	10
ABRHS	11	+1	0	12
ABRSD TOTALS	21	+1	0	22

7.3.1
 (A)

ELL STUDENT POPULATION
 Acton-Boxborough Regional School District
 May 1, 2012

Category	Total as of 4/1/2011	Additions	Subtractions	Current Total as of 5/1/2012
RJG JHS	10	0	0	10
ABRHS	12	0	0	12
ABRSD TOTALS	22	0	0	22

5/1/12

A decorative border surrounds the text, featuring a light-colored ribbon that weaves across the page. At the corners and along the ribbon, there are clusters of dark, detailed flowers, possibly hydrangeas, with many small blossoms.

7.3.2

You are cordially invited to a

Spring Coffee

*in appreciation of
School & Community Employers*

*Hosted by the students of the
Occupational Development Program*

Date: Wednesday May 23, 2012

Time: 8:00- 9:30 A.M.

Place: Room 124 East

7.4

Home What is ABSAF? What ABSAF Supports Who is ABSAF?
How Can You Help The ABSAF Pass ABSAF Events Contact Us FAQ

ABSAF

Acton-Boxborough Student Activities Fund

Acton Boxborough Student Activities Fund (ABSAF)
P.O. Box 662
Acton, MA 01720
30 March 2012

Dear ABSAF Contributors and Friends,

It has been nearly one year since the formation of our new ABSAF Executive Board. We want to thank you for your generous support of ABSAF during this and previous school years. Your kind donations, either through the purchase of ABSAF Passes or individual contributions, allow us to carry out our mission of supporting extracurricular activities at the Acton-Boxborough Regional Schools. ABSAF donations are applied to support many extracurricular activities, including music, sports, academic teams, theater, speech and debate, to name a few, all helping provide students constructive and creative outlets for them to grow. The ABSAF Board of Directors is a volunteer board of both adults and students actively engaged in the community and focused on delivering our mission to the regional schools' students. We look forward to our continued legacy and your support of ABSAF.

In our role, it is important that we keep you apprised of the happenings on ABSAF. As such, we are writing to make you aware of some administrative matters that we are addressing. As our new ABSAF Officers were planning to initiate the process of preparing our annual federal tax and state regulatory filings, we became aware that ABSAF had not completed the appropriate filings for the last several years. As a 501(c)3 non-profit, charitable organization we are exempt from and therefore pay no federal or state taxes. We are, however, required to complete the annual filings. As a result of this discovery, we have engaged the services of a certified public accountant to prepare and submit all necessary tax and related filings required by the federal government and the Commonwealth of Massachusetts. Based on our review of financial records from this time period, there is no evidence to suggest any wrongdoing or misappropriation of funds. This appears to be strictly a tax and administrative filing matter that we are working to resolve over the coming months and in advance of our fund raising for the 2012 – 2013 school year. We have also tasked the ABSAF Board of Directors to initiate changes in our bylaws and internal processes to ensure maximum integrity of all administrative ABSAF matters.

Please be assured that the ABSAF Executive Board and Board of Directors are committed to maintaining your confidence and trust, and in continuing the ABSAF legacy of supporting extracurricular activities at the Acton Boxborough Regional Schools for years to come. We appreciate your continued kindness and support.

Very respectfully,

ABSAF Executive Board

Justin Goodwin Rich Guzzardi
President Vice President

Kirstin Lynch Laurie Maylander
Co-Treasurer Co-Treasurer

Shirley Stewart
Secretary

7.5
A

01/01/2012 16:16 | ACTON / BOXBOROUGH REGIONAL SCHOOLS
dkelly | FY12 YTD BUDGET SUMMARY BY CHARACTERS

| PG 1
| glytdbud

MAY 1, 2012

FOR 2012 99

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED

1000 GENERAL FUND							

01 SALARIES, TEACHING	16,006,402	131,000	16,137,402	11,638,840.96	4,411,659.74	86,901.30	99.5%
02 SALARIES, PRINCIPALS	741,686	0	741,686	638,123.20	118,922.80	-15,360.00	102.1%
03 SALARIES, CNTRL ADMN	421,151	0	421,151	366,135.56	68,233.16	-13,217.72	103.1%
04 SALARIES, SUPP STAFF	2,940,641	0	2,940,641	2,370,012.42	565,166.57	5,462.01	99.8%
05 SALARIES, ATHLETICS	415,167	0	415,167	352,614.92	54,727.50	7,824.58	98.1%
06 SALARIES, BUILDINGS	280,104	0	280,104	281,587.58	33,740.23	-35,223.81	112.6%
07 SALARIES, CUSTODIAL	798,215	0	798,215	620,056.02	116,163.08	61,995.90	92.2%
08 SALARIES, HOME INSTR	7,133	25,000	32,133	25,484.47	.00	6,648.53	79.3%
09 SALARIES, SUBS	252,793	0	252,793	263,862.96	1,522.60	-12,592.56	105.0%
10 FRINGES, COURSE REIM	28,000	0	28,000	27,215.00	.00	785.00	97.2%
11 FRINGES, HLTH INSUR	5,213,338	-89,000	5,124,338	4,739,056.37	.00	385,281.63	92.5%
12 FRINGES, OTHR EE INS	26,110	0	26,110	16,222.07	.00	9,887.93	62.1%
13 FRINGES, UNEMPLMNT	27,000	0	27,000	50,075.68	.00	-23,075.68	185.5%
14 FRINGES, WORKRS COMP	90,000	0	90,000	107,108.45	.00	-17,108.45	119.0%
FRINGES, PENSION	938,823	0	938,823	929,255.63	.00	9,567.37	99.0%
INSTRUCT SUPPLIES	252,892	0	252,892	146,751.07	30,279.08	75,861.85	70.0%
17 INSTRUCT TEXTBOOKS	135,167	0	135,167	71,364.01	10,979.90	52,823.09	60.9%
18 INSTRUCTIONAL, LEY	29,724	0	29,724	21,385.01	3,598.16	4,740.83	84.1%
19 OTHER, CAP OUTLAY	317,206	0	317,206	163,414.45	12,532.46	141,259.09	55.5%
21 OTHER, DEBT SERVICE	1,887,984	0	1,887,984	1,796,535.65	.00	91,448.35	95.2%
22 OTHER, PROP/CASUALTY	100,865	0	100,865	34,389.00	.00	66,476.00	34.1%
23 OTHER, MAINT BLDG/GR	359,880	0	359,880	324,831.67	25,254.73	9,793.60	97.3%
24 OTHER, MAINT EQUIP	200,242	0	200,242	151,956.96	40,313.58	7,971.46	96.0%
26 OTHER, LEGAL SERVICE	102,776	0	102,776	72,172.51	10,806.84	19,796.65	80.7%
27 OTHER, ADMIN SUPP	584,087	-6,000	578,087	414,286.36	63,377.51	100,423.13	82.6%
28 OTHER, ATHLETIC SUPP	62,885	0	62,885	65,014.25	62.40	-2,191.65	103.5%
29 OTHER, CUSTODL SUPP	72,409	0	72,409	73,492.67	.00	-1,083.67	101.5%
30 OTHER, SPED TRANSP	788,332	0	788,332	777,778.77	.00	10,553.23	98.7%
31 OTHER, STUDENT TRANS	643,012	0	643,012	484,022.66	81,826.97	77,162.37	88.0%
32 OTHER, TRAVEL	26,313	0	26,313	18,507.39	640.80	7,164.81	72.8%
33 OTHER, SPED TUITION/	3,236,257	0	3,236,257	2,488,171.94	702,505.67	45,579.39	98.6%
34 OTHER, UTILITIES	1,285,751	-61,000	1,224,751	845,748.88	.00	379,002.12	69.1%
35 OTHER, SEWER	230,006	0	230,006	198,263.90	18,321.30	13,420.80	94.2%
TOTAL GENERAL FUND	38,502,351	0	38,502,351	30,573,738.44	6,370,635.08	1,557,977.48	96.0%
GRAND TOTAL	38,502,351	0	38,502,351	30,573,738.44	6,370,635.08	1,557,977.48	96.0%

** END OF REPORT - Generated by Denise Kelly **

05/01/2012 16:15 | ACTON / BOXBOROUGH REGIONAL SCHOOLS
dkelly | FY12 SPED PROGRAMS

PG 1
glytdbud

MAY 1, 2012

FOR 2012 99

ACCOUNTS FOR:	ORIGINAL	TRANSFRS/	REVISED				AVAILABLE	PCT
1000 GENERAL FUND	APPROP	ADJUSTMTS	BUDGET	YTD EXPENDED	ENC/REQ	BUDGET	USED	
07 SPECIAL EDUCATION								
05040701 51404 SPED DIRECTOR	47,900	0	47,900	40,420.38	7,533.00	-53.38	100.1%	
05040702 51502 PUPIL SVC SECRETARY	52,806	0	52,806	44,157.28	8,021.16	627.56	98.8%	
05050701 52430 SPED TRANSPORTATION	765,052	0	765,052	765,052.00	.00	.00	100.0%	
05050701 52437 TRANSPORTATION ASST	0	0	0	.00	.00	.00	.0%	
05050701 52476 SPED TRNS MEDICAL A	0	0	0	.00	.00	.00	.0%	
05050702 51502 SPED SECRETARY	1,499	0	1,499	2,291.52	.00	-792.52	152.9%	
05050703 52402 SPED TRAVEL	3,500	0	3,500	2,464.21	.00	1,035.79	70.4%	
05050703 52406 SPED POSTAGE	8,000	0	8,000	5,545.81	4,954.19	-2,500.00	131.3%	
05050703 52410 SPED DUES AND FEES	298	0	298	348.00	.00	-50.00	116.8%	
05050704 51630 SPED SUMMER ASST	1,426	0	1,426	263.62	.00	1,162.38	18.5%	
05050704 52416 SUMMER SERVICES	0	0	0	.00	.00	.00	.0%	
05050705 51424 SPED HOME INSTR	7,133	25,000	32,133	25,484.47	.00	6,648.53	79.3%	
05050706 51409 TEACHER REFERRAL PR	50,000	31,153	81,153	58,357.27	.00	22,796.07	71.9%	
05050706 52443 REFER TO SPECIALIST	86,862	0	86,862	151,091.62	127,412.68	-191,642.30	320.6%	
05050707 52409 SPED CONFERENCES	358	0	358	485.00	100.00	-227.00	163.4%	
05050708 54301 SPED OFFICE SUPPLIE	1,586	0	1,586	1,586.48	.00	-.48	100.0%	
05050709 58708 O/L INSTRUCT EQUIP	23,312	0	23,312	16,991.20	6,903.70	-582.90	102.5%	
05050710 52413 SPED MEDICAL SVCS	968	0	968	348.48	619.52	.00	100.0%	
05050711 52484 SPED INDEP EVALUATI	3,873	0	3,873	2,500.00	7,723.00	-6,350.00	264.0%	
05050712 52427 SPED PUBLIC TUITION	0	0	0	.00	.00	.00	.0%	
05050713 52426 SPED PRIVATE DAY TU	1,930,305	-141,689	1,788,616	694,866.22	390,942.07	702,807.71	60.7%	
05050713 52428 SPED RESIDENTIAL TU	517,464	-164,452	353,012	262,737.04	90,275.14	.00	100.0%	
05050713 52488 CIRCUIT BREAKER TUI	-711,761	141,689	-570,072	.00	.00	-570,072.00	.0%	
05050714 52425 CASE SPED COLLAB TU	892,719	0	892,719	948,719.00	.00	-56,000.00	106.3%	
05050715 52401 SPED LEGAL SERVICES	52,776	0	52,776	19,193.16	5,806.84	27,776.00	47.4%	
05050716 52470 SPED OFF EQUIP MNT	968	0	968	952.51	15.49	.00	100.0%	
05050717 52471 SPED COPY EQUIP MNT	3,873	0	3,873	3,696.00	296.00	-119.00	103.1%	
05050718 51618 BUS MONITOR	0	0	0	.00	.00	.00	.0%	
05050718 51646 SPED MEDICAL AIDE	23,280	0	23,280	12,726.77	.00	10,553.23	54.7%	
05050719 52443 HOME TUTOR C/S	42,479	-25,000	17,479	9,587.63	1,725.82	6,165.55	64.7%	
14040701 51411 SPED CHAIRPERSON	94,760	0	94,760	79,874.30	14,885.70	.00	100.0%	
14040702 51409 SPED OUT OF DISTR S	65,139	0	65,139	54,906.06	10,232.44	.50	100.0%	
14040702 51416 OCCUPATIONAL THERAP	63,204	0	63,204	51,371.38	11,832.96	-.34	100.0%	
14040702 51417 PHYSICAL THERAPIST	32,419	0	32,419	22,443.84	9,975.16	.00	100.0%	
14040703 51624 SPED EDUCATION ASST	0	0	0	.00	.00	.00	.0%	
14050701 51433 SPED SUMMER PROG SP	72,750	-31,153	41,597	41,596.66	.00	.00	100.0%	
14050702 52443 SPED ADAPTIVE PHYS	7,130	0	7,130	.00	.00	7,130.00	.0%	
14050702 52483 SPED SPEC CONTR SVC	0	0	0	.00	.00	.00	.0%	
14050703 52425 SPED OTHER COLLAB T	600,000	164,452	764,452	576,677.73	221,288.46	-33,514.37	104.4%	
14050704 52402 OUT OF DISTRICT CAR	485	0	485	.00	.00	485.00	.0%	

05/01/2012 16:15 | ACTON / ROXBOROUGH REGIONAL SCHOOLS
 dkelly | FY12 SPED PROGRAMS

PG 2
 glytdbud

MAY 1, 2012

FOR 2012 99

ACCOUNTS FOR:	ORIGINAL	TRANSFRS/	REVISED			AVAILABLE	PCT
1000 GENERAL FUND	APPROP	ADJUSTMTS	BUDGET	YTD EXPENDED	ENC/REQ	BUDGET	USED
14050704 52407 TRANSLATION	10,000	0	10,000	4,312.48	10,405.00	-4,717.48	147.2%
14050705 51601 REFERRAL TO SPEC -	0	0	0	.00	.00	.00	.0%
14050705 51602 SPED ADAPTIVE PHYS	116	0	116	.00	.00	116.00	.0%
15040701 51408 SPED TCHR	0	0	0	.00	.00	.00	.0%
TOTAL SPECIAL EDUCATION	4,752,679	0	4,752,679	3,901,048.12	930,948.33	-79,317.45	101.7%
28 SPECIAL EDUCATION/JH/SH							
14052801 58708 INSTRUCTIONAL EQUIP	86	0	86	.00	.00	86.00	.0%
15042801 51425 PSYCHOLOGIST	210,967	75,000	285,967	185,868.72	82,608.28	17,490.00	91.9%
15042802 51408 SPED TEACHER	625,395	0	625,395	412,039.28	162,976.56	50,379.16	91.9%
15042803 51409 SPEECH/LANG TEACHER	86,377	0	86,377	74,037.42	12,339.58	.00	100.0%
15042804 51624 SPED EDUCATION ASST	177,566	0	177,566	109,402.25	27,456.49	40,707.26	77.1%
15042805 51423 SPED COUNSELOR	0	0	0	.00	.00	.00	.0%
15052801 52417 SPED EVAL AND TRAIN	660	0	660	730.00	120.00	-190.00	128.8%
15052802 54305 SPED TEXTBOOKS	1,269	0	1,269	214.78	210.00	844.22	33.5%
15052802 54334 SPEECH TEXTS	494	0	494	255.65	20.99	217.36	56.0%
15052803 54302 SPED EDUCATIONAL SU	1,254	0	1,254	1,262.14	.00	-8.14	100.6%
16042801 51425 PSYCHOLOGIST	162,966	0	162,966	107,397.00	47,732.00	7,857.00	95.2%
16042802 51408 SPED TEACHER	440,578	75,000	515,578	363,554.12	161,579.63	-9,555.75	101.9%
16042803 51408 SPEECH/LANG TEACHER	113,817	0	113,817	83,548.26	30,268.74	.00	100.0%
16042804 51624 SPED EDUCATION ASST	230,266	0	230,266	174,930.91	51,628.76	3,706.33	98.4%
16042805 51423 SPED COUNSELOR	0	0	0	.00	.00	.00	.0%
16052801 54305 SPED TEXTBOOKS	1,325	0	1,325	1,409.80	.00	-84.80	106.4%
16052801 54334 SPEECH TEXTBOOKS	497	0	497	258.51	37.99	200.50	59.7%
16052802 54302 SPED EDUC SUPPLIES	1,098	0	1,098	1,782.78	.00	-684.78	162.4%
16052802 54330 SPED RES SUPPLIES	0	0	0	.00	.00	.00	.0%
TOTAL SPECIAL EDUCATION/JH/SH	2,054,635	150,000	2,204,635	1,516,691.62	576,979.02	110,964.36	95.0%
TOTAL GENERAL FUND	6,807,314	150,000	6,957,314	5,417,739.74	1,507,927.35	31,646.91	99.5%
TOTAL EXPENSES	6,807,314	150,000	6,957,314	5,417,739.74	1,507,927.35	31,646.91	

Acton-Boxborough Community Education

15 Charter Road, Acton, MA 01720

978-266-2525

<http://comed.ab.mec.edu/>

TO: Steve Mills
FROM: Erin O'Brien Bettez, Director, A-B Community Education
DATE: 4/23/12
RE: Parking at our Schools

FYI – below please find the text of an email I sent today to key school district administrators and staff, contacts for all of the youth sports leagues that use our fields and the principal of Acton Chinese Language School:

I have just come from a meeting with the Acton Police Dept. and several school district staffers.

The topic was the ever frustrating and increasingly worsening parking conditions at our schools.

Although we've tried to reach out to various groups when it seems their participants are not respecting parking restrictions, that kind of proactive outreach has not proven successful. People continue to park in areas that are clearly marked as NO PARKING zones.

Please be advised and share with your parents/families/attendees: the Acton Police Dept. will be stepping up its monitoring of all school areas and will be ticketing any cars found to be parked illegally.

Cars may not be parked:

1. **anywhere there is a NO PARKING sign** (not just during school hours but anytime of day)
2. **anywhere the curb is painted YELLOW, as this denotes a no parking zone** (This may not be understood by all, so kindly pass the word!)
3. **on any SIDEWALK**

Only cars with handicapped accessible placards may park in handicapped parking spaces. Nor can you park BETWEEN two handicapped spots.

If you have any questions, please contact the Acton Police Department. Thank you for your attention to this important issue.

Office of the Superintendent
Acton Public Schools
Acton-Boxborough Regional Schools
978-264-4700, x 3211
<http://ab.mec.edu>

TO: All Staff
FROM: Steve Mills
ON: April 25, 2012
RE: **DISMISSAL TIMES FOR LAST DAY OF SCHOOL - JUNE 15, 2012**

Dismissal times for Friday, June 15, 2012:

10:45 a.m. - Raymond J. Grey Junior High School

10:55 a.m. - Acton-Boxborough Regional High School

12:15 p.m. - Conant, McCarthy-Towne, Merriam Schools

1:00 p.m. - Douglas and Gates Schools

On Friday, June 15, elementary schools will follow the regular Thursday dismissal schedule.

On Friday, June 15, Junior High students will be attending an assembly at the High School and will be dismissed from the High School at 10:45 a.m. High School students will be dismissed on June 15 at 10:55 a.m. Buses will transport Junior High and High School students at this time.

In addition, please note that High School students will be dismissed at 10:55 a.m. after final examinations on June 12 through June 15.



Buses will be provided to transport High School students home at 10:55 a.m. on June 12 through June 15.


Lunch will not be available from the High School Cafeteria starting Tuesday, June 12. High School students will need to make a request at the High School Office and lunch(es) will be sent down from the Junior High School.

7.10

Printed by: Beth Petr
Title: Regionalization : APS-ABRSD

Thursday, April 05, 2012 3:02:16 PM
Page 1 of 2

From:  Kristen Connell <
Subject: Regionalization
To:  "apsc@acton-ma.gov" <apsc@acton-ma.gov>

Thu, Apr 05, 2012 3:00:55 PM 

Attachments:  Attach0.html

5K

Members of the Acton School Committee,

My husband and myself were unable to attend last night's meeting to formally cast our votes on the important subject of regionalizing the Acton and Boxborough lower grades. I understand from fellow Actonians that turnout at last night's meeting was not robust. This does not surprise me given the length of Tuesday's meeting and the difficulty many people face in attending town meetings if they have children and/or work obligations.

I hope that you would consider the lack of voting bodies before you move forward on this plan. Please consider this email to be two resounding "NAY"s (one for myself, the other for my husband) on the plan to regionalize at all levels with Boxborough.

Thank you for your time and consideration.

Sincerely,

Kristen Connell and Jon Pierce

Acton

MONTHLY ENROLLMENT
ACTON PUBLIC SCHOOLS
ACTON-BOXBOROUGH REGIONAL SCHOOLS
2011-2012 ACADEMIC YEAR

Apr-12

Levels	Sept. 1			Oct. 1			Nov. 1			Dec. 1			Jan. 1			Feb. 1			Mar. 1			Apr. 1			May 1			Jun 1		
	A	B(1)	C	A	B(1)	C	A	B(1)	C	A	B(1)	C	A	B(1)	C	A	B(1)	C	A	B(1)	C	A	B(1)	C	A	B(1)	C	A	B(1)	C
K	287	59	5	294	59	7	293	38	7	292	58	7	295	56	7	294	58	7	295	59	7	295	59	7	302	59	7	302	59	7
1	333	53	5	338	53	8	334	51	8	342	52	8	337	52	8	337	52	8	338	52	8	338	52	8	346	52	8	346	52	8
2	355	54	7	362	54	7	355	54	7	362	54	7	360	54	7	359	54	7	360	54	7	360	53	7	367	53	7	367	53	7
3	351	68	2	353	68	2	352	67	2	354	68	2	353	66	2	353	66	2	354	66	2	354	66	2	356	66	2	356	66	2
4	351	66	2	353	66	2	355	66	2	354	66	2	355	66	2	355	66	2	355	67	2	355	67	2	357	67	2	357	67	2
5	370	75	5	375	75	5	371	75	5	376	75	5	377	76	5	376	77	5	381	77	5	382	76	5	383	76	5	383	76	5
6	359	85	4	363	84	4	365	84	4	366	84	4	366	84	4	367	84	4	368	83	4	368	83	4	372	83	4	372	83	4
K-6 Ungr.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
In D. Pre-sch.	37	8	0	37	8	0	42	8	0	46	8	0	50	9	0	52	10	0	53	10	0	54	10	0	54	10	0	54	10	0
O.D. Pre-sch.	2	0	0	2	3	0	2	3	0	2	3	0	2	2	3	0	2	3	0	3	3	0	3	3	0	3	3	0	3	3
O.D. SPED K-6	12	4	0	12	13	4	13	4	0	13	4	0	13	13	5	0	13	5	0	15	5	0	15	5	0	15	5	0	15	5
A.P.S. Total	2467	472	30	2497	466	474	35	2501	2478	470	35	2513	2483	474	35	2539	2506	477	35	2541	2515	473	35	2550	2518	474	35	2553	2518	474
7	391	71	7	469	71	7	469	71	7	468	72	7	469	72	7	468	72	7	468	72	7	468	72	7	468	72	7	468	72	7
8	404	71	9	484	71	9	488	71	9	489	71	9	489	71	9	489	71	9	489	71	9	491	71	9	490	71	9	490	71	9
J.H.S. Total	795	142	16	953	142	16	957	142	16	957	143	16	958	143	16	957	143	16	957	143	16	959	143	16	958	143	16	958	143	16
9	394	77	8	479	78	8	474	78	8	474	78	7	473	78	7	473	78	7	473	78	7	471	77	7	471	77	7	471	77	7
10	414	108	3	525	109	3	527	109	3	527	109	3	528	108	3	526	108	3	526	108	3	526	108	3	526	108	3	526	108	3
11	387	100	7	494	97	7	493	96	7	492	96	7	492	96	7	492	96	7	492	96	7	490	96	7	490	96	7	491	96	7
12	362	94	9	465	96	7	464	96	7	465	96	7	465	96	7	465	96	7	465	96	7	462	94	7	462	94	7	459	94	7
9-12 Ungr.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
P.G.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H.S. Total	1557	379	27	1963	382	25	1955	382	25	1958	382	24	1958	380	24	1975	1547	379	22	1948	1545	379	24	1948	1545	378	24	1947	1545	378
Total JHS & HS	2352	521	43	2916	524	41	2912	524	41	2915	525	40	2916	523	40	2909	2345	522	38	2905	2344	523	40	2907	2344	521	40	2905	2344	521
O.D. SPED 7-12	44	13	0	57	44	12	0	56	43	12	0	55	43	13	0	56	43	13	0	56	45	13	0	58	45	13	0	58	45	13
Reg Total	2396	534	43	2973	536	41	2968	536	41	2970	537	40	2971	536	40	2965	2388	535	38	2961	2389	536	40	2965	2389	534	40	2963	2389	534
A.P.S. Total	2467	472	30	2497	466	474	35	2501	2478	470	35	2513	2483	474	35	2539	2506	477	35	2541	2515	473	35	2550	2518	474	35	2553	2518	474
Reg Total	2396	534	43	2973	536	41	2968	536	41	2970	537	40	2971	536	40	2965	2388	535	38	2961	2389	536	40	2965	2389	534	40	2963	2389	534
Grand Total	4863	534	73	5470	4857	536	76	5469	4871	536	76	5483	4877	537	75	5504	4894	535	73	5502	4904	536	75	5515	4907	534	75	5516	4907	534

All Principals (2)

C. Bates

D. Aicardi

S. Mills

Distribution:

In D. = In District

Pre-School = SPED

A = ACTON

B = BOXBOROUGH

C = Choice/Staff/Tuition In

P.G. = Post Graduates

Ungr. = Ungraded

O.D. = SPED Out of District

Staff Students -

Tuition In Students -

Sped Tuition in Students

Students other than Choice counted under column C:

Staff Students -

Tuition In Students -

Sped Tuition in Students

Acton Public Schools
 Acton-Boxborough Regional School District
 Acton, MA 01720
<http://ab.mec.edu>

SUPERINTENDENT'S ADVISORY COUNCIL FOR HEALTH
 (Health SAC)

April 26, 2012
 7:30 p.m.
 R.J. Grey Junior High School Library

AGENDA

1. Welcome/Introductions – *Steve Mills (7:30)*
2. Health Curriculum Initiatives/Updates
 - *Acton Public Schools (APS)*
 - ✓ P.E. Nights Overview and Updates– *Mary O'Brien, Dave James (7:35)*
 - ✓ Health Updates – *Eileen Sullivan (7:40)*
 - ✓ Bullying Prevention and Intervention – *Deb Bookis (7:45)*
 - *Acton-Boxborough Regional Schools (RJGrey/ABRHS)*
 - ✓ Curriculum Updates – *Eileen Flannery/Deb Rimpas (7:50)*
 - ✓ ABRHS PE and Health Day, April 13th – *Tony Ammendolia (7:55)*
 - ✓ ABRHS Teen Drive Program, June 4-8 – *Tony Ammendolia (8:00)*
 - This is a UMass Memorial Medical Center Injury Prevention Program focusing on Distracted Driving. UMass is bringing computer based driving simulators to AB for the entire week.
 - ✓ Project Wellness – *Jan Couch (8:05)*
 - ✓ Bullying Prevention and Intervention – *Allison Warren (JH), Jim Marcotte (HS) (8:10)*
 - ✓ Cyber Bullying – *Amy Bisiewicz (8:15)*
 - *Districtwide - APS and ABRSD*
 - ✓ Youth Risk Behavior Survey (YRBS) – *Julie Towell (8:20)*
3. Policy Updates
 - Wellness (File: ADF) new guidelines – *Kirsten Nelson, Diane Spring, Diana McNicholas (8:25)*
 - Head Injury Management/Concussions (File: JJIF) - *Diane Spring, Diana McNicholas*
4. Community Updates
 - Acton Boxborough Coalition for Healthy Youth (ABCHY) – *Jan Stewart (8:35)*
5. School Physicians
 - Dr. Christopher Cooper (APS)
 - Dr. Jessica Rubinstein (ABRSD)
6. Public Participation
7. Adjourn (8:40)

Comprehensive Analysis of Benefits and Compensation

Acton and Boxborough Schools Comparison Group February 28, 2012



Massachusetts Association of School Business Officials

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Comprehensive Analysis of Benefits and Compensation

of

Teachers

In the following selected districts and Regional Groups:

Acton Elementary School
Acton-Boxborough Regional School
Boxborough Elementary School

Bedford Public Schools

Concord Elementary School
Concord-Carisle Regional Schools

King Philip Regional Schools
Norfolk Elementary School
Plainville Elementary School
Wrentham Elementary School

Lincoln-Sudbury Regional Schools
Lynnfield Public Schools

Masconomet Regional School
Boxford Elementary School
Topsfield Elementary School

Newton Public Schools

Northborough Elementary School
North-Southborough Regional Schools
Southborough Elementary School

North Reading Public Schools

Reading Public Schools

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Past President, MASBO, and Consulting School Business Administrator

February 28, 2012

ANALYSIS OF COMPENSATION and BENEFITS

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Teacher Contract Comparisons

The climate in which collective bargaining is conducted has changed dramatically in the three years since MASBO began conducting ABC (Analysis of Compensation and Benefits) studies. For nearly a decade school business administrators and other educational leaders have pointed to a structural deficit in budgeting for public schools, caused in part by the structure of teacher compensation packages. Further, there have been serious questions about the teacher evaluation process in many districts and how it enhances the instruction of students to meet 21st century needs. It took a major recession and the expiration of short-term federal bailout funding to bring these issues in full force to the bargaining table.

States such as Wisconsin, Ohio, Indiana, Rhode Island and New Jersey have proposed executive or legislative measures to limit or even eliminate negotiated labor contracts with public employees including teachers. Several major cities such as Baltimore, Washington, D.C., and Seattle have negotiated teacher contracts that truly break the mold. Top teachers' union leaders both nationally and in Massachusetts have endorsed contract terms that change health insurance language and teacher performance evaluations as related to layoffs. (See MTA News & Publications, 12/2010 issue.

<http://www.massteacher.org/news/archive/2010/12-21.aspx>)

At the same time, Massachusetts has been awarded federal Race to the Top funding which is contingent upon the Commonwealth developing student performance-related measures of teacher evaluation. Given these circumstances, it's not surprising that many districts are having difficulty settling contracts with their teacher unions. As of the end of 2011, 177 (56.4%) of the 314 teacher contracts in the Commonwealth were current, with 77 of them expiring at the end of 2012, though several of the expired contracts have been finalized but not yet posted on the Educator Contract website. This report contains two of them, Newton and Plainfield. Many of the current contracts are one-year extensions of previous agreements and others contain clauses to allow reopening, to negotiate the impact of DESE mandated teacher evaluations.

Twenty-one elementary schools, regional secondary schools, and K-12 municipal school districts and contracts are reviewed in this study. Beyond that, the districts were selected because they have current contracts. (NB: Newton is considerably larger than the other districts compared in this study and has a different profile than most, but is geographically in the region and has a new and interesting contract worth reviewing.)

The districts selected for this study:

- Serve students in pre-kindergarten through grade 12 in various school configurations of elementary and secondary grades. Taken together (K-12) the regional groups range in FY12 enrollment around 5000 students, with Newton being twice that size and Bedford, North Reading and Lynnfield K-12 districts being half that size.

- All districts have relatively affluent populations with 10.7% being the highest low income percent, and, with the exception of Newton, all have below 4% Limited English Proficient populations.
- Within these districts are some of the most academically proficient students in the Commonwealth.

Contract Differences

Almost every district in Massachusetts is undergoing financial stresses and has made cuts to program and staff, has raised fees, and has engaged in more fund-raising.

Recent settlements do not follow the typical patterns of past years. Many districts are:

- negotiating freezes in salary schedule and/or step and lane advances;
- delaying across-the-board (ACB) increases for a semester or year;
- varying the amount of increases in different steps or lanes;
- stating the option of unpaid furlough days (limiting in-service days);
- completely reformatting their salary schedules.

An increasing number of districts are tying gains on the step scale to documented professional development and/or to very good or excellent performance on evaluations. Almost every contract contains evaluation language and most include the text of the evaluation instrument used for teachers. Many do not allow as many step raises for teachers in bachelors' columns as those with more educational credits.

Contract Similarities

Teacher contracts in this study, like most in Massachusetts, generally have more in common than they have differences.

- Most districts in this group retain the 180 day teaching year.
- Most districts offer 15 sick days, 2-3 personal days, and 5 immediate family bereavement days.
- Most districts provide a sick leave bank for teachers and other units.
- Language for other leaves of absence such as military, family medical, and child-rearing are very similar from contract to contract and some are governed by law. (Ed. Note: Contracts might be simplified by omitting such language and referencing State and Federal laws.)
- Many districts continue to provide sabbatical opportunities and early retirement incentives, though the terms vary considerably.
- Almost all districts support some degree of reimbursement for coursework through which teachers gain credits or PDP's toward lane increases. The terms vary considerably.

- Almost all districts offer a duty-free lunch and one prep period per day.
- Districts appear to be moving toward an average 70%-75% district payment of health insurance premiums.
- Beyond early career salary growth by step and lane, it is clear that opportunities for teachers to increase their incomes lie increasingly with extra curricular, coaching or academic duties. Longevity is viewed as a part of salary and in districts with 'super steps' is indeed part of the salary schedule.

Salaries

Within this study group the range of bottom to top salaries in each category (B-1, M-1, M col. maximum, and top of schedule*) varies by 22% to 36%. The difference between districts as to how much a teacher can expect to increase his/her base salary in a career is larger, ranging from 90.8% to 152.6% over base rate. Teachers tend not to move between districts because the terms of contracts prevent them from bringing seniority benefits with them. Seniority still governs layoff order and transfer options in most districts. While substantial numbers of beginning teachers leave the profession within their first five years, research indicates that many, perhaps a majority, leave for personal reasons, not because of pay or district conditions.

*Note that because of the design of most salary schedules, the large majority of payroll costs are for teachers between the Master's column maximum and the top salary on the schedule.

Current year salary schedules are included in this report for all study districts. For districts that have settled contracts beyond FY 12, following is a forecast of compensation changes.

DISTRICT	FY 13 Incr.	FY 14 Incr.
Acton/ Acton-Boxborough	\$1000	
Bedford	.5%/.5%	1%/1%
Concord-Carlisle	1%	1%
Norfolk	1% steps 1-14 2% top step	2% steps 1-14 3% top step
Plainville	1% steps 1-12	1% steps 1-12 Add'l 1% step 12R
Wrentham	1%	
Lynnfield	1%	
Masconomet	3%	
Boxford	1%	
Topsfield	2%	
Newton	New salary schedule, plus \$750	Add half step at top
Northborough	1.25%	1.5%
Northborough-Southborough	1.25%	1.55%

DISTRICT	FY 13 Incr.	FY 14 Incr.
Southborough	1.25%	1.5%
Reading	0%	1.5%

Observations

If administrations and teachers can collaborate on developing viable new evaluation tools that include realistic penalties for non-performance, it will create a sea-change in how contracts are negotiated and administered over the next decade or more. The Massachusetts Department of Elementary and Secondary Education has recently issued the requirements for teacher evaluation, including a template. Race to the Top district must negotiate specific terms (or accept the Commonwealth's template) and implement the new procedures by September, 2012. All other districts must do so by September, 2013. The rigor with which the evaluation procedures are used will determine the effectiveness of this effort.

One salient fact is clear from the chart attached to this narrative, and is borne out in other studies. There appears to be no correlation between per pupil expenditures (PPX), average teacher's salary (both FY 11 figures from EOYR) and MCAS Advanced + Proficient scores. In other words, this study shows no link between student success and the salaries their average teacher is paid, or the amount spent per pupil. Interestingly there also appears to be no correlation between PPX and average salary.

Information Sources

Data for this report was obtained largely from the Department of Elementary and Secondary Education and from the Department of Revenue.

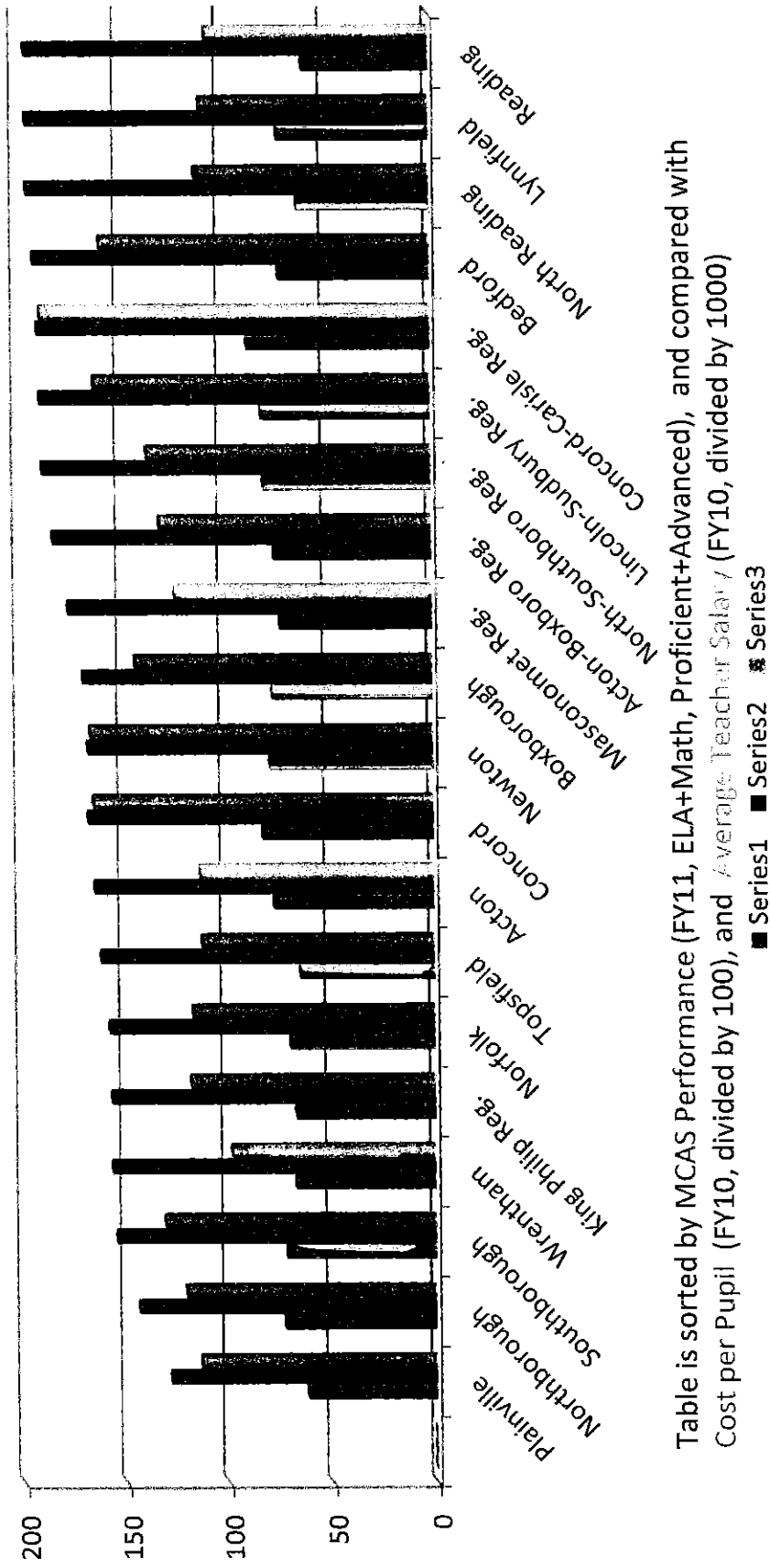
Financial information is based on FY10 End of Year Report data submitted by the districts. For example:
<http://finance1.doe.mass.edu/statistics/ppx10.html>

Staffing and student information is based on FY 12 EPIMS and SIMS data. DESE DART (District Analysis and Review Tool) provides many individual district, comparative and cross year information.
<http://www.doe.mass.edu/apa/dart/fam.html>

District wealth information is from the Division of Local Services' "At a Glance" reports.
<http://www.mass.gov/dor/local-officials/municipal-data-and-financial-management/data-bank-reports/at-a-glance-community-reports.html>

Teacher contracts are printed in the Educator Contracts database published online by DESE, which also provides certain district comparison information. <http://educatorcontracts.doemass.org/contents.aspx>

Cost Per Pupil, Student MCAS Performance and Average Teacher Salary, Compared



Massachusetts Association of School Business Administrators										
Analysis of Teacher Contract Benefits and Compensation										
Acton - Boxborough Study										
Winter, 2012										
DISTRICT INFORMATION										
									FY11	FY11
									MCAS	MCAS
									Adv+Prof	Adv+Prof
									ELA %	MATH %
District	County	District Type	FY12 Enrollment	Low Income %	SPED %	Limited Engl. Proficient %				
Acton and	Middlesex	PK-6	2566	2.7	14.6	3.7			83	81
Acton-Boxborough Reg.	Middlesex	7-12	2943	2.6	14.2	0.5			95	88
Boxborough	Middlesex	PK-6	484	2.5	11.8	0.6			83	86
Bedford	Middlesex	PK-12	2,383	9.4	16.5	3.7			97	95
Concord	Middlesex	PK-8	1,947	6.1	18.1	1.3			89	78
Concord-Carlisle Reg.	Middlesex	9-12	1,208	4.2	16.6	0.2			97	93
King Philip Reg.	Norfolk	7-12	2,142	6.3	12.0	-			89	67
Norfolk	Norfolk	PK-6	1,011	4.7	19.8	-			82	75
Plainville	Norfolk	PK-6	803	10.5	13.6	-			68	60
Wrentham	Norfolk	PK-6	1,229	6.8	15.5	0.8			81	75
Lincoln-Sudbury Reg.	Middlesex	9-12	1,614	4.3	18.1	0.3			95	94
Lynnfield	Essex	PK-12	2,308	5.5	13.9	0.1			99	97
Masconomet Reg.	Essex	7-12	2,090	2.1	13.2	0.2			93	83
Boxford	Essex	PK-5	867	2.4	16.1	0.6			81	76
Topsfield	Essex	PK-6	649	2.8	17.3	0.8			82	79
Newton	Middlesex	PK-12	11,934	10.7	19.8	6.5			86	81
Northborough	Worcester	PK-8	1,900	7.7	13.3	3.9			79	64
North-Southborough Reg.	Worcester	9-12	1,438	4.4	9.7	0.8			96	92
Southborough	Worcester	PK-8	1,500	3.3	12.9	3.4			83	71
North Reading	Essex	PK-12	2,675	8.2	16.0	0.3			99	96
Reading	Middlesex	PK-12	4,459	5.2	16.3	0.3			98	97
Table is organized by groups of elementary districts that feed into a regional high or middle-high school. In roughly alphabetical order, K-12 municipal districts are included, because they are good comparison districts. Only districts that have contracts settled through FY12 are included in this study, even though that excludes some districts with in a regional group.										
Average for Group										
Low										
High										

EDUCATION FUNDING, TEACHER INFO									
	FY10	FY10	FY10	FY10	FY10	FY10	FY10	FY10	FY10
	per capita	Tax Rate	Cost	Total	Teachers	Avg. Teacher			
	Property	per \$1000	per	District	FTE	Salary (EOYR)			
District	EQV	Res EQV	Pupil	Expend.					
Acton and	187,850		11,246	29,809,645	137.8	\$76,371			
Acton-Boxborough Reg.			13,110	39,499,708	176.9	\$75,454			
Boxborough	203,593	17.38	14,366	7,270,753	37.7	\$76,520			
Bedford	217,875	14.33	15,964	39,797,845	197.5	\$72,234			
Concord		13.19	16,438	32,181,618	149.2	\$81,598			
Concord-Carlisle Reg.				24,184,784	89.8	\$87,958			
King Philip Reg.			11,742	25,096,269	118.0	\$66,306			
Norfolk	140,836	15.10	11,649	12,668,217	75.3	\$68,998			
Plainville	146,244	13.57	11,305	9,106,299	51.6	\$61,453			
Wrentham	169,660	14.08	9,743	12,264,701	72.6	\$66,666			
Lincoln-Sudbury Reg.			16,309	26,373,657	124.8	\$80,985			
Lynnfield	213,083	13.49	11,033	26,150,241	150.0	\$72,682			
Masconomet Reg.			12,418	26,452,222	134.4	\$72,743			
Boxford	236,516	13.71	-	-	64.2	\$73,779			
Topsfield	207,611	14.83	11,167	7,602,327	52.3	\$64,049			
Newton	266,194	10.90	16,597	196,904,084	891.7	\$77,909			
Northborough	174,674	15.11	12,035	23,310,680	136.7	\$72,188			
North-Southborough Reg.			13,695	19,430,791	101.4	\$80,156			
Southborough	242,009	15.58	13,036	20,997,316	112.6	\$71,258			
North Reading	189,658	14.00	11,288	31,521,806	191.9	\$63,262			
Reading	165,041	13.80	10,749	47,915,209	303.5	\$60,300			
Average for Group	205,150	14.48	12,513			72,485			
Low									
High									

Property equalized valuation and tax rate per \$1000 property assessed value are not relevant for regional districts. See chart included in report for analysis of relationship between student performance, per pupil cost and average teacher salary.

TEACHER COMPENSATION									
		FY 12	FY 12	FY 12	FY 12	FY 12	FY 12	FY 12	
		Lowest	Lowest	Highest	Ed. Req'm'ts				
Teacher Contract		Teacher Salary	Master's Salary	Master's Lane	for Highest Lane	Highest Salary	% Chg from Prev Year	No. of Steps	Academic Lanes
District	Term								
Acton and									
Acton-Boxborough Reg.	FY 10-13	\$43,732	\$47,172	\$69,898	M+60/Dr	\$77,410	\$750	13	7
Boxborough	FY 10-12		\$48,206	\$81,611	M+60/Dr	\$87,526	1.77%+\$331	16	7
Bedford	FY 11-14	\$42,122	\$45,571	\$81,754	M+70/Dr	\$86,191	0/5%	14	6
Concord	FY 09-12	\$40,355	\$47,216	\$90,183	Dr	\$101,920	0.75%	16	8
Concord-Carlisle Reg.	FY 11-14	\$42,799	\$50,076	\$90,183	Dr	\$101,920		16	8
King Philip Reg.	FY 09-12	\$40,052	\$43,352	\$73,348	M+60	\$84,936	0%/step	13-16	4-6
Norfolk	FY 11-14	\$40,534	\$42,695	\$78,378	Dr	\$85,545		15	8
Plainville	FY 11-14	\$42,543	\$46,445	\$74,224	M+60	\$77,970	1% top step	12	7
Wrentham	FY 10-13	\$37,878	\$43,555	\$76,862	CAGS	\$84,623	1%/1%	14	8
Lincoln-Sudbury Reg.	FY 09-12	\$43,360	\$46,830	\$89,241	M+60/Dr	\$101,514	2%-3% var.	17	6
Lynnfield	FY 10-13	\$43,327	\$46,203	\$72,623	Dr	\$79,172	1.00%	11	7
Mastonommet Reg.	FY 10-13	\$38,921	\$39,975	\$71,796	Dr	\$91,674	2%	11-13	11
Boxford	FY 10-13	\$37,488	\$38,760	\$72,003	M+60	\$75,883	200	7	
Topsfield	FY 10-13	\$37,815	\$41,059	\$70,482	M+75	\$76,531	1.00%	12-14	8
Newton	FY 11-14	\$43,208	\$47,070	\$81,859	M+60/Dr	\$94,028	revised	13->16	5
Northborough	FY 11-14	\$41,719	\$45,162	\$78,282	M+60	\$86,503	1%-1.75%	12	6
North-Southborough Reg.	FY 11-14	\$41,924	\$45,384	\$78,625	M+60	\$86,881	5/1.7%-5/0	12	6
Southborough	FY 11-14	\$41,923	\$45,382	\$78,546	M+60	\$86,794	5/5%-5%/0	12	6
North Reading	FY 09-12	\$39,187	\$43,970	\$72,032	Dr	\$74,775	1.75%	12	3
Reading	FY 11-14	\$43,002	\$46,155	\$73,560	Dr	\$80,610	1.00%	13	6
Average for Group		41,381	45,012	77,775		86,121			
Low									
High									
Average teacher salaries are taken from DESE information generated from EPIMIS and EOYR data and include base salary plus longevity and stipends. Lowest, master's and highest salaries come from base salary alone, taken directly from salary schedules. Longevity ranges are listed separately. In districts where multiple salary schedules are used during the year, the higher salaries are listed.									

Massachusetts Department of Elementary and Secondary Education													
Per Pupil Expenditures in Massachusetts School Districts, FY11													
le	district	fte pupils at the district	fte pupils tuitioned out of dist	total pupils	admini- stration	instruc- tional leadership	classroom & specialist teachers	other teaching services	profes- sional dev- elopment	instruc'tn'l materials, equip & tech	Expenditures Per Pupil In The Dis		
2	ACTON	2,572.3	22.8	2,595.1	440.94	625.93	4,107.57	1,254.42	46.21	491.15			
600	ACTON BOXBOROUGH	2,940.2	84.1	3,024.3	357.05	841.68	4,457.11	646.25	71.81	264.89			
37	BOXBOROUGH	486.3	8.7	495.0	509.21	779.68	6,078.26	1,590.92	113.05	283.81			
23	BEDFORD	2,353.6	99.5	2,453.1	604.15	1,087.05	6,491.90	959.76	219.52	340.34			
67	CONCORD	1,943.7	35.1	1,978.8	673.30	878.43	6,488.16	2,259.66	198.60	467.86			
640	CONCORD CARLISLE	1,202.5	44.9	1,247.4	1,343.66	1,220.90	6,594.87	1,231.26	154.36	637.71			
690	KING PHILIP	2,108.2	76.8	2,185.0	330.31	802.33	3,684.70	441.73	102.98	631.76			
208	NORFOLK	1,005.3	15.1	1,020.4	603.75	698.36	4,915.25	1,580.55	154.64	156.93			
238	PLAINVILLE	783.0	14.1	797.1	510.91	760.75	4,322.11	1,321.80	141.80	348.19			
350	WRENTHAM	1,193.7	20.8	1,214.5	369.69	442.59	4,090.89	1,196.19	192.68	322.72			
695	LINCOLN SUDBURY	1,583.9	41.5	1,625.4	551.22	1,004.78	6,402.41	786.74	100.34	275.72			
164	LYNNFIELD	2,297.4	37.6	2,335.0	467.70	595.69	4,800.78	672.50	102.05	309.54			
705	MASCONOMET	2,080.7	38.9	2,119.6	411.97	940.81	4,631.78	646.81	129.75	325.25			
38	BOXFORD	883.5	10.8	894.3	350.50	987.51	5,248.44	913.50	76.37	323.19			
298	TOPSFIELD	654.0	8.5	662.5	377.35	759.00	5,106.18	988.62	105.68	254.75			
207	NEWTON	11,892.1	167.4	12,059.5	516.83	958.15	5,866.60	2,011.40	298.73	381.41			
213	NORTHBOROUGH	1,902.9	53.2	1,956.1	349.36	626.74	5,390.75	980.75	48.25	279.11			
730	NORTHBORO SOUTHBORO	1,414.4	23.1	1,437.5	348.21	557.78	6,150.38	774.27	58.13	270.85			
276	SOUTHBOROUGH	1,498.3	46.4	1,544.7	379.61	895.32	5,502.51	1,121.36	45.91	333.47			
217	NORTH READING	2,671.6	15.5	2,687.1	428.33	644.39	4,631.88	917.65	201.79	306.42			
246	READING	4,439.6	72.2	4,511.8	310.61	654.25	4,268.79	947.60	234.85	305.98			

Massachusetts Association of School Business Administrators
Analysis of Teacher Contract Benefits and Compensation
North Shore Group

Incentives Toward Teaching Excellence
and Comments on new, notable or unusual aspects of the Contract

The following comments are based on a reading of contract language. Actual use or enforcement of terms may vary significantly from the apparent meaning. Many contracts are undergoing significant revision and reflect terms for older employees that are different from those for more recently hired teachers.

Beverly

*Two columns on the salary schedule, M+30 and M+45 are only available to top step (11) teachers.

Concord-Carlisle

Teacher emeritus program for teachers retired up to 3 years

Satisfactory performance required for step movements and retention in case of layoffs

"Retained Merite" language increases compensation

Gloucester

*Sliding salary schedule for additional days

*Travel, publications of articles, and Gloucester improvement programs may be approved for salary increments

Teachers over 55 go to top step in appropriate column

Hamilton-Wenham

*Professional educator language precedes and dominates contract language

King Philip

Seniority for layoff purposes based on 3-year tiers, not strict seniority (e.g. Group 1= 1- 3 yrs seniority, Group 2= 4-6 yrs, etc.)

Compensation based on 'bands' of longevity, for access to higher degree pay.

Lincoln-Sudbury

25% of teacher day reserved for research, preparation, correcting, administration, etc.

120 sick days per sickness or injury guaranteed, maximum, non-cumulative, no residual benefit; subject to review

Master teacher stipend of \$2500

Manchester-Essex

*Detailed mentorship of new teachers in contract

Extensive evaluation charts in contract for all levels of professional employees including administrators

For unit members who hold a bachelor's degree but not a master's, \$600/year will be paid toward tuition

*Reimbursement for graduate courses.

*Special subject classes may be taught in the evening with the agreement of the teacher.

A school day class period will be reduced in compensation for the instructor's time.

Masconomet

*Categories of "Associate Master Teacher" and "Master Teacher", with 'merit' compensation

Based on application and selection; carries additional mentoring and committee duties

Teachers hired after 2002 must pursue additional academic degrees to move horizontally on salary schedule

*District matches up to \$200 for 403b plan, if employee elects to participate

Separate salary schedules for psychologists, OT/PT

Newton

Compensation schedule completely revised, with overall increase of 1.82%; crosswalk describes changes from 13 to 16.5 steps.

Changes in insurance plans including cost share, deductibles, co-pays

Short term absences other than sick leave grouped into a 6-day annual allowance (bereavement, holy days, personal, graduation, court, other included)

Norfolk

Work day is 7 hrs, Mon and Fri; 7 hrs 20 min. Tues-Thurs. May be scheduled any contiguous time between 7:00 am and 5:00 pm

North Reading

Aggressive early retirement incentive offered, beginning w. 40% of salary for very early retirees

Reading

Two salary schedules exist: One for teachers who were hired before '98-99 and a lower one for teachers hired after that year. In the comparison chart we have used the higher schedule.

Rockport

Grandfathered M+15 lane at beginning of contract

An FY'10-'12 contract was settled for 0% in FY11 and 1.25% in FY12 days before an override vote passed.

Triton

B+15 and M+15 lanes grandfathered at end of contract term and number of steps reduced by 1

Woburn

Teachers hired after FY01 have the option to take an annual distribution to a 403b plan (max. \$375) in lieu of participating in the sick leave buy-back program at the end of their service.

Wrentham

Limit on use of sick days after notification of retirement.

Early retirement incentive grandfathered; eliminated for recent hires.

Staffing Survey

The Department of Elementary and Secondary Education has developed numerous reports based on EOYR, SIMS and EPIMS data submitted by the district. While we have long been able to access comparative financial and statistical information, comparative tables of staffing are only recently available. As part of this study, we have included a set of such tables which show three years' worth of staff information for four districts in the Comparison Group and average ratios for the Commonwealth. This data is as useful as it is accurate. Please note that the joining of data from financial reports (EOYR) with data from personnel/staffing reports (EPIMS) can be problematic. Since this information is now publicly available, it is important for administrators to regularly test the reported information against information in the district's payroll database.

We have also included the DART (District Analysis and Review Tool) list of comparison districts around the state for Acton-Boxborough. Two districts on this list are among the selected comparison districts in this report.



District Analysis and Review Tool (DART)

DART Detail: Staffing and Finance

[Help and Resources](#)

Select district 1

Select districts 2-4 (optional)

1. Acton-Boxborough
2. Acton
3. Boxborough
4. Reading

Table of Contents

Staffing	Per Pupil Expenditure	Expenditure
District-wide	Summary	By Source of Funds
Teachers	Detail	Out of District
SPED Staff	Detail - 3 Years	Revolving Funds
	Medians by District Size	Foundation/Chapter 70

When you select District 1, the list below shows ten MA districts (*) most similar to District 1 based on enrollment and special populations.

Orange row: District 1 Blue row: Highest performing of the other districts

Comparable Districts

	Grade Span	2011 Enrollment / Subgroup %				2010 % Proficient/Advanced		2010 Median Student Growth Percentile (SGP)	
		Total Enrolled	Low Income	SPED	LEP	ELA	Math	ELA	Math
*Acton-Boxborough	07 - 12	2,943	2.6	14.2	0.5	94%	87%	49.0	58.0
*Amherst-Pelham	07 - 12	1,574	24.4	20.5	3.0	85%	74%	55.0	49.5
*Dover-Sherborn	06 - 12	1,155	2.7	12.8	0.3	93%	85%	61.0	57.0
*Freetown-Lakeville	05 - 12	1,920	11.3	18.2	0.2	80%	63%	58.0	51.5
*King Philip	07 - 12	2,142	6.3	12.0	0.0	88%	67%	51.0	42.0
*Masconomet	07 - 12	2,090	2.1	13.2	0.2	91%	81%	50.0	48.0
*Nauset	06 - 12	1,526	12.6	16.1	0.5	89%	76%	59.0	45.0
*Old Rochester	07 - 12	1,190	9.2	13.0	0.1	89%	76%	49.0	53.0
*Ralph C Mahar	07 - 12	821	40.4	15.2	1.0	71%	48%	51.0	50.0
*Silver Lake	07 - 12	1,926	12.1	15.1	0.1	88%	67%	56.0	42.0
*Tantasqua	07 - 12	1,782	18.6	14.9	0.1	78%	62%	40.0	42.0

[Click here for the Department's School Finance tool for selecting similar districts based on community wealth and income \(2008 most recent available.\)](#)

Note: Because comparable financial data is not available for charter schools, DART finance and staffing reports do not include charter schools.

Help and resources:

[Instructions on screen](#)

[DART webpage](#)

[Data definitions on screen](#)

[DART for Districts](#)

[User Guide online](#)

[DART for Schools](#)

DART tools are at <http://www.doe.mass.edu/sda/dart/> on the ESE website.

District Staffing 2008-2010

Staff FTEs	Acton Boxborough			Acton			Boxborough			Reading			Lincoln-Sudbury		
	2008	2009	2010	2008	2009	2010	2008	2009	2010	2008	2009	2010	2008	2009	2010
if schools in 2010	2,922	2,958	2,930	2,584	2,556	2,614	548	526	495	4,416	4,428	4,392	1,622	1,638	1,615
Administrators Students/staff	3.2 913.1	3.9 758.1	3.9 751.1	2.2 1,159.1	2.5 1,010.1	2.5 1,033.1	2.5 219.1	2.3 229.1	2.3 215.1	6.2 712.1	6.4 692.1	6.4 686.1	1.7 954.1	1.7 964.1	1.7 950.1
Instructional leaders Students/staff	6.2 471.1	5.1 580.1	5.1 575.1	5.1 507.1	4.1 623.1	4.1 638.1	1.5 365.1	1.5 351.1	1.5 330.1	6.0 736.1	6.1 726.1	6.5 676.1	2.0 811.1	2.0 819.1	2.0 808.1
Administrators Students/staff	7.4 395.1	8.2 361.1	8.2 357.1	5.0 517.1	6.0 426.1	6.0 436.1	1.0 548.1	1.0 526.1	1.0 495.1	15.9 278.1	16.0 277.1	16.0 275.1	11.5 141.1	11.2 147.1	9.9 163.1
Instructional coaches Students/staff	171.7 17.1	176.6 17.1	176.9 17.1	136.5 19.1	136.8 19.1	137.8 19.1	38.8 14.1	39.3 13.1	37.7 13.1	284.7 16.1	302.8 15.1	303.5 14.1	126.8 13.1	126.6 13.1	124.8 13.1
Instructional subs Students/staff							0.6		1.0	9.7	1.0	2.0			
Instructional staff									495.1	454.1	4,428.1	2,196.1			
Instructional staff	38.8 75.1	40.3 73.1	40.0 73.1	119.0 22.1	124.4 21.1	121.4 22.1	13.9 39.1	11.2 47.1	14.1 35.1	111.9 39.1	99.6 44.1	89.5 49.1	17.5 93.1	17.3 95.1	16.4 98.1
Instructional staff										4.9 909.1	6.4 694.1	11.1 397.1	5.0 324.1	4.7 351.1	4.6 351.1
Instructional support Students/staff	13.9 210.1	14.9 199.1	14.7 199.1	5.0 517.1	5.0 511.1	5.0 523.1	2.0 274.1	2.0 263.1	2.0 248.1	23.7 186.1	23.3 190.1	22.2 198.1	11.8 137.1	12.8 128.1	11.4 142.1
Instructional support Students/staff	4.4 664.1	5.0 592.1	5.2 563.1	2.0 1,298.1	2.0 1,279.1	2.0 1,308.1	0.5	0.5	0.5				2.8 579.1	2.9 565.1	2.9 557.1
Instructional services Students/staff	2.9 1,008.1	3.3 896.1	3.3 888.1	11.5 225.1	11.5 222.1	11.0 238.1	3.1 180.1	2.8 186.1	2.8 176.1	11.8 374.1	13.5 328.1	13.7 321.1	1.0 1,622.1	1.0 1,638.1	1.0 1,615.1
Instructional health Students/staff															
Instructional services Students/staff	26.0 112.1	26.3 112.1	25.5 115.1	14.6 177.1	14.6 175.1	14.1 185.1	3.2 171.1	3.2 164.1	3.2 155.1	22.4 197.1	21.5 206.1	20.2 218.1	25.9 63.1	26.7 61.1	25.1 64.1
Instructional support Students/staff	5.4 542.1	8.2 359.1	8.5 345.1	1.9 1,397.1	6.3 407.1	7.3 360.1	0.4	0.4	0.4	1.5 2,944.1	3.5 1,265.1	3.5 1,255.1	3.0 541.1	3.0 541.1	3.0 538.1



Classroom Staff 2008-2010

Staff	Acton Boxborough			Acton			Boxborough			Reading			Lincoln-Sudbury		
	2008	2009	2010	2008	2009	2010	2008	2009	2010	2008	2009	2010	2008	2009	2010
Students	2,922	2,958	2,930	2,584	2,556	2,614	548	526	495	4,416	4,428	4,392	1,622	1,638	1,615
In-district	362	386	372	388	378	368	56	59	56	691	706	696	269	262	258
English proficiency (LEP)	32	20	20	50	67	81	0	6	6	17	14	16	5	4	4
Non-technical															
Room Staff FTEs															
Teachers	171.7	176.6	176.9	136.5	136.8	137.8	38.8	39.3	37.7	284.7	302.8	303.5	126.8	126.6	124.8
Term subs							0.6		1.0	9.7	1.0	2.0			
Students/teachers	170:1	168:1	166:1	189:1	187:1	190:1	141:1	134:1	131:1	155:1	146:1	145:1	128:1	129:1	129:1
Students/teachers & subs	170:1	168:1	166:1	189:1	187:1	190:1	139:1	134:1	128:1	150:1	146:1	144:1	128:1	129:1	129:1
Professionals	38.8	40.3	40.0	119.0	124.4	121.4	13.9	11.2	14.1	111.9	99.6	89.5	17.5	17.3	16.4
Students/paraprofessionals	75:1	73:1	73:1	22:1	21:1	22:1	39:1	47:1	35:1	39:1	44:1	49:1	93:1	95:1	98:1
Students/tutors							4.9	6.4	11.1	4.9	6.4	11.1	5.0	4.7	4.6
Other FTEs							909:1	694:1	397:1	909:1	694:1	397:1	324:1	351:1	351:1
Special Education															
Reading/Math/Science/															
Studies															
Students/subject teachers	105.9	106.3	108.5	104.5	105.5	105.0	29.0	29.1	27.6	188.6	196.9	193.2	75.7	72.5	72.2
Languages	27.6:1	27.8:1	27.0:1	24.7:1	24.2:1	24.9:1	18.9:1	18.1:1	17.9:1	23.4:1	22.5:1	22.7:1	21.4:1	22.6:1	22.4:1
Students/subject teachers	32.3	33.8	33.7	8.0	8.3	8.3	2.5	2.1	2.0	34.5	37.1	36.0	22.4	21.7	20.8
Subjects	91:1	88:1	87:1	323:1	308:1	314:1	222:1	250:1	248:1	128:1	119:1	122:1	72:1	75:1	77:1
Students/subject teachers	16:1	18.9	17.0	4.0	4.0	4.0	2.5	2.8	2.8	19.6	18.8	22.6	18.4	16.5	16.2
Special education teachers	181:1	157:1	173:1	646:1	639:1	654:1	219:1	188:1	177:1	225:1	236:1	195:1	88:1	99:1	100:1
Students/general ed teachers	154.3	159.0	159.1	116.5	117.8	117.3	34.0	34.0	32.4	242.7	252.8	251.7	116.5	110.8	109.2
Education	19:1	19:1	18:1	22:1	22:1	22:1	16:1	15:1	15:1	18:1	18:1	17:1	14:1	15:1	15:1
Education teachers															
Students/SPED teachers	16.4	16.6	16.8	19.5	18.5	20.0	4.8	4.8	4.8	42.1	49.1	51.4	9.8	15.4	15.0
English proficiency	22:1	23:1	22:1	20:1	20:1	18:1	12:1	12:1	12:1	16:1	14:1	14:1	27:1	17:1	17:1
First as second language (ESL)															
Reading content and bilingual	1.0	1.0	1.0	0.5	0.5	0.5		0.5	0.5				0.5	0.5	0.5
Teachers															
Students/LEP teachers	1.0	1.0	1.0	0.5	0.5	0.5		0.5	0.5				0.5	0.5	0.5
Non-technical	32:1	20:1	20:1												
Teachers															
Technical students/voc-tech teachers															
										0.9		0.4			

Special Education Staff 2008-2010

ID Staff (FTEs) SPED students/SPED staff	Acton Boxborough			Acton			Boxborough			Reading			Lincoln-Sudbury		
	2008	2009	2010	2008	2009	2010	2008	2009	2010	2008	2009	2010	2008	2009	2010
Students in-district	362	386	372	388	378	368	56	59	56	691	706	696	269	262	258
al education teachers	16.4	16.6	16.8	19.5	18.5	20.0	4.8	4.8	4.8	42.1	49.1	51.4	9.8	15.4	15.0
ED students/SPED teachers	22:1	23:1	22:1	20:1	20:1	18:1	12:1	12:1	12:1	16:1	14:1	14:1	27:1	17:1	17:1
paraprofessionals	34.5	35.0	35.8	71.3	74.6	74.5	12.0	9.3	10.1	79.6	73.8	66.8	16.5	16.3	14.4
ED students/SPED paras	10.5:1	11.0:1	10.4:1	5.4:1	5.1:1	4.9:1	4.7:1	6.4:1	5.5:1	8.7:1	9.6:1	10.4:1	16.3:1	16.1:1	17.9:1
Instructional support	4.4	5.0	5.2	2.0	2.0	2.0	0.5	0.5	0.5				2.8	2.9	2.9
ED students/SPED support	82:1	77:1	72:1	195:1	189:1	184:1	-	-	-				96:1	90:1	89:1
related services	2.9	3.3	3.3	11.5	11.5	11.0	3.1	2.8	2.8	11.8	13.5	13.7	1.0	1.0	1.0
ED students/SPED services	125:1	117:1	113:1	34:1	33:1	33:1	18:1	21:1	20:1	59:1	52:1	51:1	269:1	262:1	258:1



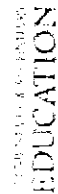
Summary of Per Pupil Expenditure in 2010

<i>All funding sources included</i>		Acton-Boxborough	Acton	Boxborough	Reading	State
FTE Pupils						
In-district residents, choice-in, tuitioned in	2,927.6	97.2%	2,618.5	98.2%	4,376.3	98.2%
Out-of-district SPED, charter, choice-out, tuitioned out	85.4	2.8%	32.1	1.8%	81.3	1.8%
All Pupils	3,013.0	100.0%	2,650.6	100.0%	4,457.6	100.0%
Expenditures						
Administration	458	3.9%	523	4.9%	307	3.1%
Instructional Leadership	822	6.9%	562	5.3%	733	7.4%
Teachers	4,541	38.2%	4,019	38.0%	4,102	41.6%
Student/Teacher Ratio	16.6:1		19.0:1		14.5:1	13.7:1
Other Teaching Services	614	5.2%	1,225	11.6%	915	9.3%
Professional Development	71	0.6%	32	0.3%	200	2.0%
Instructional Matl/Equip/Technology	210	1.8%	323	3.1%	271	2.8%
Guidance, Counseling, Testing	424	3.6%	198	1.9%	247	2.5%
Pupil Services	1,607	13.5%	1,103	10.4%	694	7.0%
Operations and Maintenance	1,088	9.2%	782	7.4%	985	10.0%
Insurance, Retirement Programs, Other	2,042	17.2%	1,802	17.1%	1,406	14.3%
Expenditure per In-district pupil	11,877	100.0%	10,570	100.0%	9,863	100.0%
Expenditure per out-of-district pupil	55,370		66,395		58,463	
Expenditure per pupil	13,110		11,246		10,749	
Comparison to similar type/size districts *						
Median per In-district pupil	13,529		11,213		11,391	
Median per out-of-district pupil	24,658		49,022		32,249	
Median per pupil	13,695		11,918		11,980	

* See the Median Per Pupil Expenditure report

Note: because comparable financial data is not available for charter schools, DART state-wide finance and staffing comparisons do not include charter schools.

2010 Expenditure Per Pupil Medians by District Type and Size (all sources of funding included)



Districts			Per in-district pupil				Per out-of-district pupil				Per pupil		
Type	Size	#	Median	Min	Max	Median	Min	Max	Median	Min	Max		
K-12	< 1,000	10	13,154	9,908	36,585	9,232	6,421	29,165	13,184	9,546	29,119		
	1,000-1,999	47	11,058	8,757	22,508	20,188	9,293	78,735	11,721	9,135	22,810		
	2,000-2,999	46	10,947	9,175	18,254	27,174	12,319	60,560	11,428	9,860	18,591		
	3,000-3,999	37	11,193	9,314	13,594	36,599	12,297	82,408	11,652	9,953	14,276		
	4,000-4,999	27	11,391	9,334	17,797	32,249	11,946	76,976	11,980	9,837	18,960		
	5,000-7,999	28	11,430	9,307	24,094	28,841	10,027	119,509	12,032	9,963	25,737		
	8,000-26,000	12	12,853	11,795	15,894	20,165	12,304	72,072	13,221	12,382	16,597		
	55,000	1	17,552	--	--	11,036	--	--	16,666	--	--		
Elementary	< 500	43	14,084	9,710	24,675	12,820	4,594	210,227	13,728	10,147	23,905		
	500-999	18	10,601	7,982	14,934	32,141	9,749	160,320	11,236	9,574	15,646		
	1,000-3,200	10	11,213	7,823	21,563	49,022	12,663	66,395	11,918	9,740	21,812		
Secondary	< 1,000	6	13,847	13,094	22,653	18,444	12,367	33,836	14,458	13,456	23,439		
	1,000-3,000	13	13,529	10,787	16,559	24,658	1,897	108,282	13,695	10,920	18,872		
Vocational/ Agricultural	< 1,000	18	19,439	14,683	29,057	0	0	10,000	19,416	14,669	28,962		
	1,000-2,100	12	17,478	15,640	22,385	5,772	0	14,198	17,324	15,622	19,931		
State average			12,572			20,838			13,055				

8.1.4
(A)

File: BDA

SCHOOL COMMITTEE ANNUAL ORGANIZATIONAL MEETING

The annual organization meeting for the Acton Public School Committee shall be held each year at the first meeting following the completion of the Acton annual town meeting. At this meeting, the Committee shall organize by electing one of its members as chairperson, another as vice-chairperson and a secretary who does not need to be a member. At this meeting, the Committee shall also fix the time for holding its regular meetings.

The annual organization meeting for the Acton-Boxborough Regional District School Committee shall be held each year at the first meeting following the completion of the Acton and Boxborough annual town meetings. At this meeting, the Committee shall organize by electing one of its members as chairpersons, another as vice-chairperson, and a secretary who does not need to be a member. At this meeting, the Committee shall also fix the time for holding its regular meetings.

APPROVED 12/2/10

Acton Public Schools and Acton-Boxborough Regional School District

SCHOOL COMMITTEE OFFICERS

Duties of the Chairperson

The chairperson of the School Committee has the same powers as any other member of the Committee to vote upon all measures coming before it, to offer resolutions and to discuss questions. He/she will perform those duties that are consistent with his/her office and those required by law, state regulations, and this Committee. In carrying out these responsibilities, the chairperson will:

1. Sign the instruments, acts, and orders necessary to carry out state requirements and the will of the Committee.
2. Consult with the Superintendent in the planning of the Committee's agendas.
3. Confer with the Superintendent on crucial matters that may occur between Committee meetings.
4. Appoint subcommittees, subject to Committee approval.
5. Call special meetings of the Committee as found necessary.
6. Be public spokesperson for the Committee at all times except as this responsibility is specifically delegated to others.
7. Be responsible for the orderly conduct of all Committee meetings.

As presiding officer at all meetings of the Committee, the chairperson will:

1. Call the meeting to order at the appointed time.
2. Announce the business to come before the Committee in its proper order.
3. Enforce the Committee's policies relating to the order of business and the conduct of meetings.
4. Recognize persons who desire to speak, and protect the speaker who has the floor from disturbance or interference.
5. Explain what the effect of a motion would be if this is not clear to members.
6. Restrict discussion to the question when a motion is before the Committee.
7. Answer all parliamentary inquiries.
8. Put motions to a vote, stating definitely and clearly the vote and result thereof.

Duties of the Vice-Chairperson

The vice-chairperson of the Committee will act in the absence of the chairperson as presiding officer of the Committee and will perform such other duties as may be delegated or assigned to him/her.

LEGAL REF.: M.G.L. 71:36

Acton Public Schools and Acton-Boxborough Regional School District