

**Acton Public, Acton-Boxborough Regional,  
Acton-Boxborough Transitional  
School Committees**

**September 10 , 2013**

**7:30 p.m. Joint APS/ABR School Committee  
Executive Session**

**7:45 p.m. Joint APS/ABR/ABT School Committee  
Meeting in the R.J. Grey Junior High Library**

JOINT ACTON PUBLIC (APSC) and ACTON-BOXBOROUGH REGIONAL (ABRSC) and  
ACTON-BOXBOROUGH TRANSITIONAL  
SCHOOL COMMITTEE (ABTSC) MEETING

Library  
R.J. Grey Junior High School

September 10, 2013  
7:30 p.m. Joint APSC/ABRSC Executive Session  
7:45 p.m. Joint APSC/ABRSC/ABTSC Open Meeting

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**AGENDA**

- 1. Call to Order – APSC and ABRSC**
- 2. Joint APSC/ABRSC Executive Session-Strategy with Respect to Collective Bargaining**
- 3. Call to Order – ABTSC to begin Joint Open Meeting**
- 4. Chairmen's Introduction**
  1. First Day of School Report – *Steve Mills*
  2. MA State Supreme Court Review of Pledge of Allegiance case – *Steve Mills*
- 5. Statement of Warrant and Approval of Minutes**
  1. ABRSC and APSC Joint Minutes of 8/22/13
- 6. Public Participation**
- 7. PreK – 12 Regionalization**
  1. Transitional Administrative Team Weekly Meetings Update – *Steve Mills*
  2. Financial Oversight Subcommittee Update – *Michael Coppolino (oral)*
  3. Transitional Policy Subcommittee Update – *Maria Neyland (oral)*
- 8. APS/AB\* Educator Evaluation Contract Language Side Letter – APSC/ABRSD  
RATIFICATION VOTE – *Marie Altieri (brought to meeting)***
- 9. ABRSD Track Renovation Update – *Steve Mills (oral)***
- 10. School Committee Member Reports (oral)**
  1. Acton Leadership Group (ALG) –*Dennis Bruce*
    - i. Agenda for 9/12/13 meeting, Minutes from 8/14/13
  2. Boxborough Leadership Forum (BLF) – *Maria Neyland*
  3. Health Insurance Trust (HIT)– *Kim McOsker*
  4. Other Post Employment Benefits (OPEB) Task Force– *Dennis Bruce*
  5. Acton Finance Committee - *Dennis Bruce*
  6. Acton Board of Selectmen - *Paul Murphy*
  7. Boxborough Finance Committee- *Maria Neyland*
  8. Boxborough Board of Selectmen – *Maria Neyland*
- 11. FY15 Budget Planning Timeline –*Don Aicardi***
- 12. Recommendation to Accept Gift from the Dan Rinaldi Heart Fund and Monday Night Quarterbacks to fund Assistant Football Coach – VOTE – *Steve Mills***

**13. FOR YOUR INFORMATION**

1. Acton-Boxborough Regional High School
  - i. Back to School Letter to Families
2. R.J. Grey Junior High School
  - i. Back to School Letter to Families
3. Summer Professional Learning Memo – *Deborah Bookis*
4. Fall Athletic Coaches
5. Monthly Enrollment 9/1/13
6. Boston Magazine article, September 2013, pg. 69, 70  
<http://www.bostonmagazine.com/boston-best-schools-2013/>
7. Letters to EDCO and CASE regarding expansion of ABRSD effective 7/1/13
8. Community Education Interaction catalogue: <http://comed.ab.mec.edu/>
9. Open Meeting Law Training for all Board and Committee Members, Acton Town Clerk, September 18 or September 25 at 7:00 PM, ABRHS Auditorium

**14. Adjourn**

**NEXT MEETINGS:**

- September 19, 7:00 p.m. Acton Public School Committee meeting, Junior High Library
- October 3, 7:30 p.m. Joint ABRSC/ABTSC Meeting, Junior High Library

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

JOINT ACTON PUBLIC (APSC) and ACTON-BOXBOROUGH REGIONAL (ABRSC) and  
ACTON-BOXBOROUGH TRANSITIONAL  
SCHOOL COMMITTEE (ABTSC) MEETING

Library  
R.J. Grey Junior High School

August 22, 2013  
7:00 p.m. Joint School Committee Executive Session  
7:30 p.m. Joint School Committee Meeting

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*Members Present:* Mary Brolin, Dennis Bruce, Michael Coppolino, Paul Murphy, Maria Neyland, Deanne O'Sullivan (7:03), Kristina Rychlik  
*Members Absent:* Brigid Bieber, Kim McOsker  
*Others:* Don Aicardi, Marie Altieri, Deborah Bookis, Liza Huber, Steve Mills, Beth Petr, approximately 50 students/parents/coaches

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The Acton-Boxborough Regional, Acton-Boxborough Transitional and Acton Public School Committees were called to order at 7:02 p.m. by Maria Neyland and Dennis Bruce, respective Chairs.

**1. JOINT SCHOOL COMMITTEE EXECUTIVE SESSION**

At 7:03 p.m., it was moved, seconded and unanimously

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

(YES – Brolin, Bruce, Coppolino, Murphy, Neyland, O'Sullivan, Rychlik)

Maria Neyland declared that an open meeting may have a detrimental effect on the bargaining position of the Board and the Committee would return to open session.

At 7:03 p.m., it was moved, seconded and unanimously

**VOTED** by role call: that the **Acton-Boxborough Transitional School Committee** go into Executive Session (Joint School Committee) to discuss strategy with respect to collective bargaining.

(YES – Brolin, Bruce, Coppolino, Murphy, Neyland, O'Sullivan, Rychlik)

Maria Neyland declared that an open meeting may have a detrimental effect on the bargaining position of the Board and the Committee would return to open session.

At 7:03 p.m., it was moved, seconded and unanimously

**VOTED** by role call: that the **Acton Public School Committee** go into Executive Session (Joint School Committee) to discuss strategy with respect to collective bargaining.

(YES - Bruce, Coppolino, Murphy, O'Sullivan, Rychlik)

Dennis Bruce declared that an open meeting may have a detrimental effect on the bargaining position of the Board and the Committee would return to open session.

At 7:40 p.m., the Committees were polled and voted to go out of Joint Executive Session.

**JOINT APSC/ABRSC/ABTSC OPEN BUSINESS MEETING**

**2. Chairmen's Introduction**

Maria Neyland and Dr. Mills asked the Regional School District Study Committee members to come forward and thanked them for their dedication and hard work over the past two years. Dr. Mills has been amazed with the unbelievable quantity of volunteer hours that are donated in the

Acton and Boxborough community and even more so, the quality of volunteers' expertise. Members of the RSDSC individually put in hundreds of hours studying if regionalization was worth doing for both communities. Ultimately, this will benefit all of the children. RSDSC Co-Chairs Peter Ashton and Mac Reid thanked the Administration and School Committees for their support during the process. They said it was truly a team effort with many ups and downs leading up to the successful Town Meetings on June 3, 2013. Members of the Regional School District Study Committee included: Vincent Amoroso, Peter Ashton, Mary Brolin, Adria Cohen, Robert Evans, James Ham, Pamela Harting Barrat, Kristin Hilberg, Xuan Kong, Mac Reid and Superintendents Steve Mills and Curt Bates. They received an ABRSD coffee mug and a standing ovation for their extraordinary efforts.

### **3. Statement of Warrant and Approval of Minutes**

AB Warrant #13-028 dated 6/30/13 in the amount of \$484,145.40, #13-029 dated 6/30/13 in the amount of \$11,275.09, #14-001 dated 7/11/13 in the amount of \$765,633.21, #14-002 dated 7/25/13 in the amount of \$1,194,034.51, #14-003 dated 8/8/13 in the amount of \$997,398.65 and 14-004 dated 8/22/13 in the amount of \$803,727.14 was signed by the Chairperson and circulated to the Committee for signatures.

APS Warrant #201327 dated 6/30/13 in the amount of \$90,834.14, #201402 dated 7/23/13 in the amount of \$112,108.63, #201403 dated 8/6/13 in the amount of \$117,213.94 and #201404 dated 8/20/13 in the amount of \$167,966.90 was signed by the Chairperson and circulated to the Committee for signatures.

The following Joint APS/ABRSC meeting minutes were approved: 7/9/13, 6/20/13, 6/6/13, 5/2/13, 4/10/13 and 3/7/13.

### **4. Regionalization**

#### **1. Recommendation to Dissolve Regional School District Study Committee**

With their work complete, Paul Murphy moved to dissolve the ABRSC's Regional School District Study Committee, Michael Coppolino seconded and it was unanimously,

**VOTED:** to dissolve the Regional School District Study Committee.

#### **2. Transitional Administrative Team Weekly Meetings Update**

Dr. Mills has been meeting weekly with Don Aicardi, Marie Altieri, Dr. Bates and Clare Jeannotte. These have been very productive. Other Administrators attend based on the agenda. The FY15 school calendar will be challenging. JD Head will present on one tier bussing. Dr. Mills is charged with creating the Intermunicipal Agreements with Acton and Boxborough. Tess Summers, Peter Ashton and the school attorney will work on it for the Acton side. Another group will do this in Boxborough and then meet with Dr. Mills, followed by School Committee review. Dr. Mills noted the letter of final approval from DESE Commissioner, Mitchell Chester. Dr. Mills will report monthly to the Committees.

#### **3. Financial Oversight Subcommittee Update**

The subcommittee will include: Chair, Mike Coppolino, Maria Neyland and Mary Brolin. Janet Adachi will represent the Acton Board of Selectmen. Bob Evans will attend from Acton Finance Committee. Jim Ham will attend from Boxborough Finance Committee. Boxborough School Committee will decide at their September meeting. Mike asked for input. He thought originally this subcommittee was going to be like an audit function. Another idea was that they could start this year and review what the schools are proposing for next year. Mary thought they'd review the models created and consider them before the Committees vote on next year's budgets. Mike stated that he made it clear to the Selectmen and Finance Committees that this is not an advisory committee. Maria thought a main concern at ALG was that the budget

would be a full assessment. Getting Selectmen and Finance Committee input before or while decisions are being made would be valuable, in addition to comparing actual numbers to the savings targets. Mary Ann Ashton asked about how communications would be made to ALG and BLF on this. Mike thought people on this subcommittee would report back to ALG. The subcommittee will meet and decide when and how often to report back. Input is needed before Budget Saturday (1/25/14) and toward the end of the budget process. No meeting is scheduled yet but it will be soon.

4. **Transitional Policy Subcommittee Update**

Mary Brolin reported that Maria Neyland is replacing Mike Coppolino on this subcommittee so someone from the Policy Subcommittee is included. Kristina Rychlik is the other member. First meeting will be September 28. Policies will be compared across the three districts and then passed up to the Policy Subcommittee, and then to the School Committees. Many policies should be fairly minor changes.

5. **Transportation Plan Review & Fiscal Year (FY)14 Acton-Boxborough Regional School District (ABRSD) Budget Change**

Don Aicardi described this change as a very important accounting procedure that does not change the FY' 14 town assessments.

i. **Recommendation to Approve FY14 Transportation Plan**

**ABRSC VOTE**

Mary Brolin moved, Michael Coppolino seconded and it was unanimously,

**VOTED:** to adopt the ABRSC FY 14 Transportation Plan as proposed.

**ABTSC VOTE**

Mary Brolin moved, Paul Murphy seconded, and it was unanimously,

**VOTED:** to adopt the ABRSC FY 14 Transportation Plan as proposed.

ii. **FY14 Budget: Table 6 Revision**

**ABRSC VOTE**

Dennis Bruce moved, Michael Coppolino seconded and it was unanimously,

**VOTED:** *(see next page)*

that the total appropriation for the Acton-Boxborough Regional School District for the fiscal year of July 1, 2013 through June 30, 2014 be set at \$41,571,901 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 \$26,459,873, Boxborough \$5,822,527, remainder to be accounted for by the Anticipated Chapter 70 Aid in the amount of \$6,638,181, Anticipated Charter School Aid in the amount of \$85,208, Transportation Aid, Chapter 71, Section 16C in the amount of \$746,205, a transfer from E&D Reserves in the amount of \$729,678, regular transportation reimbursement from the Acton Public Schools and Boxborough Public Schools in the amount of \$1,089,571, and a transfer from the Junior High School Project Premium on Loan in the amount of \$658.

**ABTSC VOTE**

Dennis Bruce moved, Mary Brolin seconded and it was unanimously,

**VOTED:**

that the total appropriation for the Acton-Boxborough Regional School District for the fiscal year of July 1, 2013 through June 30, 2014 be set at \$41,571,901 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 \$26,459,873, Boxborough \$5,822,527, remainder to be accounted for by the Anticipated Chapter 70 Aid in the amount of \$6,638,181, Anticipated Charter School Aid in the amount of \$85,208, Transportation Aid, Chapter 71, Section 16C in the amount of \$746,205, a transfer from E&D Reserves in the amount of \$729,678, regular transportation reimbursement from the Acton Public Schools and Boxborough Public Schools in the amount of \$1,089,571, and a transfer from the Junior High School Project Premium on Loan in the amount of \$658.

6. **Final DESE Approval Letter from Mitchell Chester**
7. **PreK-12 Regional Agreement, Page 8, Section 12, "Transition Period"**

## 5. Update on ABRSD Track Renovation Proposal

1. Presentation slides - *Steve Mills, JD Head*
2. Recommendation to approve Track Renovation Project - **ABRSC VOTE**

JD Head believes that the Project can be managed for \$600,000 or less. This decision has been one of the most difficult decisions Dr. Mills has had to make in his tenure at AB. He takes responsibility because the Administration does not spend money outside of the budget. He brought the issue to the last ALG meeting which was appreciated. They were favorable in large part because 75 cents on the dollar is being donated for a renovation that is needed. Dr. Mills is very reluctant to negatively affect E&D right now given the financial situation, but he is recommending this proposal with his “eyes wide open”. He then read from memo 5.2:

“Given all of the above, I recommend to the School Committee that if this group of private citizens follows through on their commitment to raise \$450,000 or more and JD Head is successful in going out to bid and getting one for less than \$600,000, I recommend that the School Committee commit up to and not to exceed \$150,000 from the FY14 ABRSD budget to complete this project.”

Publicly Dr. Mills has said that his goal is to get the Lower Fields paid for and then address the track. As unorthodox and risky as it is to the overall budget, he is asking that this project move forward and the Committee support it. He corrected a previous statement saying that JD Head’s Budget Saturday slide (1/26/13) was not prioritized. It was also noted that when Leary Field was done, the track was cut out of the project due to costs. In 2005, the track surface was redone to get by until a more complete project could be done. Having the public come forward with such enthusiasm and financial support makes this public/private partnership project possible. Dr. Mills stated that this project needs to be done, the only question is when.

It was a sense of the Committee that the concerns from their last meeting were mainly around cost, but those seem to be answered.

### **ABRSC VOTE**

Paul Murphy moved and Mike Coppolino seconded a motion,

**MOTION:** that the ABRSD commit up to and not to exceed \$150,000 from the FY14 ABRSD budget for repair of the track.

In Brigid’s absence Maria stated that Brigid is in support of the proposal and she thanked everyone involved. In Kim’s absence, Dennis read a statement that this is an investment and Kim is in support if the Administration can do it without changing the budget. Dennis stated that although this is out of the norm, it does not bother him because it is a safety issue. He expressed some concern that in the last 3 years, the Committee has been asked twice to fund items outside of the budget, including the Lower Fields Project for \$200,000 and now the track. Although by all accounts the Lower Fields have been very successful, he is concerned about the process. Mary Brolin agreed stating that these kinds of situations put everyone under pressure. If items like this came up around budget time, they could be planned for. It was suggested that perhaps JD Head could set up a capital line item to be used in these circumstances. Mike Coppolino disagreed somewhat stating that this is a great opportunity and a sign of a healthy organization with the flexibility to take advantage of such an offer. All agreed that the generosity of the public is very much appreciated. Deanne O’Sullivan said that during Budget Saturday it was not clear that the track was a dire safety issue. She urged that these kinds of capital projects be brought forward to the School Committees. JD stated that he would have fixed these issues this summer, but not in this manner due to cost.



Maria Neyland feels there may be a need for a capital plan. Boxborough has had one for a few years and their Finance Committee does not approve anything that is not on the Capital Plan. Kristina Rychlik expressed gratitude to the large number of students, parents and staff in the audience for their efforts and enthusiasm. They still need to raise \$100,000 and she urged people to get involved.

**The Acton-Boxborough Regional School Committee VOTED unanimously in favor of the motion.**

**6. Confirmation of 2013-2014 Subcommittee Members**

The revised list of FY' 14 School Committee Subcommittee members was accepted. Kristina Rychlik reported that the Outreach Subcommittee has agreed on their background and objective and will ask Dr. Mills and others for feedback.

**7. Policy Subcommittee Update**

**1. Wellness Policy Revision, File: ADF – SECOND READING**

**ABRSC VOTE:**

Paul Murphy moved, Mary Brolin seconded and it was unanimously,

**VOTED:** to approve the revision to the Wellness Policy as proposed

**ABTSC VOTE:**

Paul Murphy moved, Mary Brolin seconded and it was unanimously,

**VOTED:** to approve the revision to the Wellness Policy as proposed

**APSC VOTE:**

Paul Murphy moved, Deanne O'Sullivan seconded and it was unanimously,

**VOTED:** to approve the revision to the Wellness Policy as proposed

**2. Policies for FY14 Review**

The Committees were asked if there were other policies that should be reviewed. Mary Brolin was on the Boxborough class size policy subcommittee and has a lot of good reference material. Dennis referred to the class size guidelines found in the teacher contracts but Marie Altieri said the immediate issue is to merge the APS/ABRSD policies with those in Boxborough. The transitional policy subcommittee will do this full review, refer their proposals to the policy subcommittee, who will then propose revisions to the Transitional School Committee.

**8. Annual Leadership Institute with Dr. Yong Zhao**

Dr. Mills thanked Deborah Bookis and everyone involved with this "extraordinarily successful" event for our leadership staff and community. Dr. Zhao's presentation is posted on <http://ab.mec.edu/> under "News & Events" and is being broadcast by Acton TV [www.actontv.org](http://www.actontv.org)

**9. Safety and Security Task Force Update**

Dr. Mills reported that the Task Force will reconvene soon. \$90,000 has been spent in the Acton elementary schools and \$60,000 in the Regional schools on monitoring. All front doorways will be video monitored during school hours. Because the school footprints are all different, each school must consider their needs and make decisions accordingly. Everything should be fully functional by late September. Mike Coppolino asked the Safety Task Force to seriously reconsider locking all front doors as a result of another tragedy this week. This was discussed at length early in the Task Force discussions but when JD Head presented the security equipment that could lock a front door instantly, people were convinced not to lock them all. Locking the door at ABRHS would change the High School culture. Dr. Mills offered to bring the issue back to the Task Force's quarterly meeting, and then report back to School Committee. Deanne O'Sullivan asked for confirmation that some of the small things that the Safety Committee really wanted to change are done, perhaps using a checklist. Dr. Mills said that this could be a

subcommittee of the School Councils that could convene quarterly. The Task Force would still be needed to consolidate the schools' efforts. JD Head emphasized that the schools have a legal obligation to let people know that there is surveillance in operation now.

#### **10. School Committee Member Reports**

##### **1. Acton Leadership Group (ALG)**

###### **i. Meeting on 8/14/13 and minutes from 6/27/13**

Dennis Bruce reported that ALG members are starting to realize the complicated changes that will result from regionalization.

##### **2. Other Post Employment Benefits (OPEB) Task Force**

###### **i. Segal Report on ABRSD and Town of Acton as of 12/31/12**

Dennis Bruce reported good news that OPEB is significantly smaller than previously estimated. In 2010, the estimated liability was \$100 million compared to an estimate of \$54 million now. This is due to a myriad of things, including the Committees' efforts. The Task Force will start to meet again in a month or two.

##### **3. OPEB Trust Fund Board of Advisors meeting**

Maria Neyland attended and will report at the October School Committee meeting.

##### **4. Acton Board of Selectmen**

Dennis Bruce reported that on a proposal to bring all Acton voting to one location, the Town Clerk thinks the only option is the High School. The Intermunicipal Agreement resulting from regionalization needs to be completed. An additional School Committee member will be elected next spring, but Acton's election is before Annual Town Meeting. Attorneys are being consulted for how to handle this.

##### **5. Boxborough Finance Committee**

Maria Neyland attended to share news about the ABRSD track project.

#### **11. Staffing Update**

Marie Altieri updated the Committee. The last several years have been budgeted at M4 level for new professional staff hired. It was lowered to M3 this year and currently it has come in half way between M3 and M4. Everyone is excited about the new staff. Maria Neyland asked if the Committee wants the Form 4 information on each new hire next year because it is time consuming and the summary may be enough. Several members commented on the value of the Form 4s, as well as seeing the number of applicants for a position. The Committee will consider this question in January prior to next year's hiring.

#### **12. FOR YOUR INFORMATION**

On Monday, all staff are invited for breakfast followed by the Superintendent's Annual Welcome. School Committee members were encouraged to attend. 5500 students will begin the next day.

Dr. Mills and Attorney Geoffrey Bok will appear as defendants in MA Supreme Judicial Court on September 4, 2013 in an appeal of the Pledge of Allegiance case.

The three School Committees adjourned at 9:51 p.m.

#### **NEXT MEETINGS:**

- Tuesday, September 10, 7:30 p.m. Joint ABRSC/ABTSC Meeting, Junior High Library
- September 19, 7:00 p.m. Acton Public School Committee meeting, Junior High Library

Respectfully submitted,  
Beth Petr

List of documents used: see agenda



# Acton Leadership Group Meeting

**SEPTEMBER 12, 2013**

**7:30AM**

**Town Hall, Faulkner Hearing Room 204**

Bart Wendell Facilitating

## ----- Agenda Topics -----

			<u>Comments</u>
1. Approve Minutes of August 14, 2013	General Discussion		
2. Update on FY13 Revenues & Expenditures and FY14 Revenues	Steve Ledoux Steve Mills		
3. Spreadsheet Format Discussion	All		
4. Capital Plans	Steve Ledoux Steve Mills	Preliminary Anticipated Capital Requests for FY 15	
5. Revenue Projections for FY 15	Steve Barrett Don Aicardi		
6. Preliminary FinCom Point of View	Pat Clifford Steve Noone		
7. Minuteman Capital	Steve Ledoux		
8. Discuss Acton and Boxboro Joint Boards Meeting	Steve Mills		
9. Public Comment			
10. Adjourn		Next Meeting, October 10, 2013, 7:30 AM	

## ALG Minutes August 14, 2013

Present: Bart Wendell, facilitator; Janet Adachi, Mike Gowing, BoS; Steve Noone, Pat Clifford, FC; Kim McOsker, SC; Steve Ledoux, Steve Mills & Steve Barrett, Staff. Absent: Dennis Bruce SC & Don Aicardi.

Audience: Brian McMullen, Asst. assessor; Bill Mullin, FC; Charlie Kadlec & Dick Calandrella. Parents in support of the AB track: John Raguin, Maria Cox, Shana Pyun-Brown, Julia Solarte, Joanie Davis, & track coaches Ken Felt, & Mary Price Maddox.

Extra Info: Agenda; minutes; proposed ALG schedule & OPEB valuation comparison

Minutes were accepted

### 2. Update on FY13 & 14 Revenues & expenditures

Steve L: the good news: S&P has retained our 3A rating we will refinance the Twin School debt & expect to save @ \$1.1M. The Governor vetoed some of the state aid which was then overridden by the Legislature.

Steve B: We are closing the books and will apply to the state for the free cash certification by Labor Day & expect to get an answer by Columbus Day. Tax collection is high—nearly 99%; we have 100% of our state aid; there has been an uptick in motor vehicle excise revenues about \$200k more than was budgeted; fees & investment is also up @ \$100k more than budgeted. For **turn-backs**: @ \$200k from APS; the town's is in the \$500k range. There have been significant savings in both the legal & health accounts.

Steve M: From the APS budget of \$27M our turn back is \$240k—better than last year. There has not been a lot of year-end spending. I did spend @ \$150k on safety & security. There was a task force after Newtown and we now have video monitors in all the schools.

For FY 14 we have to get used to the conversation that there will be one budget of K-12. We are still working off Peter Ashton & Xuan Kong's savings projections [somewhere between \$900k to \$1M]. We have a "Wednesday afternoon club" where we review the agreement & look at the savings. It is beginning to get exciting to construct one budget. We want to have a financial oversight with members from the BoS & FC. They will be reporting to the transitional school committee.

Pat: Bob Evans has agreed to participate as the member from the FC.

### 3. Spreadsheet format

Steve N: the look & feel for FY 15 will be different—some want a hard look at the detail on the revenue side—we should look at the expense.

Steve N: in the FC's Long Rang Plan (LPR) we will have the actual numbers on the spreadsheet rather the number for the year; we will do details of the actuals.

Pat: FC LRP will have the actual experience with expenditures. Our projections will be based on real experience rather than budget to budget.

Steve B: the current ALG model has worked for a number of years and there have been lines with detail. We need to have a working session before the next ALG to work on this otherwise with the change over work [for the new region] we will not have time to complete the spreadsheet.

Mike: my concern is we need to be operating with some model. It won't change until the new region. We should maintain what we have now & build a different for the future. We should have two sets of books

Steve N: our concern is transparency with the details that go into the warrant

Janet: I would not foreclose on making changes in the numbers unless the result is a complicated computation. It is good to look at all the options & the FC has suggestions to improve transparency that will help.

Sharon: looking at the warrant as a citizen, the town has many lines ---the schools do not. The budgets are different and can't be compared.

Pat: when we stand on Town Meeting floor and are asked questions we need to have the answers. We need to be able to show where the money comes from & where it is going (Steve Mills nodded in agreement)

Bart: do Don & Steve B have the time for this proposal?

Steve B: said he'd love to work with the FC over the Labor Day holiday.

#### **4. Maintaining spreadsheet**

Steve L: noted that the schools would be extra busy with the building of the new regional budget & offered to have the town maintain the spreadsheet for the ALG year.

His offer was most appreciated & accepted.

#### **5. Calendar**

The calendar sets out the dates of the ALG meetings, the discussions that will happen at that session and the need for a preliminary consensus and then a final consensus

Bart asked if anything were missing from the discussion lists.

Kim noted that the HIT meetings might not be ready for Nov. 21.

Steve L noted that the town would start the meetings on the hill in early October so he would not have a Capital plan ready for the Sept. 12 meeting. The capital plans for Minuteman are not in good shape. He attends meetings with other Town Managers in the district to share information on the Minuteman

budget. He should have the information available for the Oct. 10<sup>th</sup> meeting

Pat: we do not need the specific plans for the capital or the override by Sept. 12—just a general idea.

Steve L: we should know about the big capital items by then

Janet suggested that Pat add the committee meetings of the participating boards as Mary Ann did in the calendar for last session. Pat agreed.

## **6. Update on OPEB**

Steve N went over the Segal actuarial report for OPEB. Such a report is required every two years by the state. He noted that the liability had dropped from a high of \$100M to \$54M for the combined town & schools. There has been an increase in return, medical inflation is down but the biggest reason for the decline has been the costs savings from the sharing and design changes—not legislation, as was expected last year. There is still some hope that the legislature will act on this matter and put in a 25-30% reduction. Meanwhile we will continue to fund the program as designed earlier.

Steve L noted that the APS members would become a part of the school budget OPEB liability rather than the Town's.

Steve N: the taskforce will meet soon & go over all the numbers and projections and will report back to boards & ALG.

Pat noted that the OPEB task force was creature of last year & did the ALG members wish to continue their "contract"

Bart: everyone seems to be in agreement that the task force should continue.

## **7. Leary Track**

Steve M reported that he had a dilemma—a positive one. The lower field's project has been more successful than planned. Last year when J.D. Head—grounds person—spoke about his budget he had two big capital projects. First was the N Star project which has been completed. The second project on the list was the refurbishment of the Leary track. That did not happen due to other needs in the budget for the money. Most notable was the reduction from five sections to four for HS teachers and additional mental counselors.

John Raguin, a parent has organized a fund raising effort to replace the track. Mr. Raguin said the total cost would be around \$600k he feels he can raise around \$4-\$500k. A design has estimated the total cost at \$600k—he would like the schools to put in the rest. Mr. Raguin spoke of the poor condition of the track & that it is used by many in the community. Several track coaches in the Dual County do not like to allow their students on Acton's track.

Bart asked what they wanted the ALG to do

Bart

7

Steve

Sub

De

It appears that they want the "blessing" of the ALG for the schools to spend the approximate \$150k to compliment the fund raising efforts.

Steve N noted that since the track was in such poor repair that running on it was a matter of safety---he had no problem with the expenditure. He suggested that J.D. come & talk with the FC

Pat thanked them for bringing the issue to their attention & said that the FC had not voted on this but she thought that it would not be difficult to find the money within the school budget.

Bart: this sets a bit of a precedent for the purpose of the ALG. You have given us a "heads-up" which is good. I don't know if this is a scheduled train wreck or if others come forward. Nor do I know what the implications in the future will be on ALG budgets or policy

Pat: "This is your problem"---the ALG need not adopt it---it is not far enough along the risk curve

Bart: the consensus is that this project does not rise to the level of an ALG discussion.

#### 8. Public Comment

Mr. Kadlec had a question about the spreadsheets in the warrant: "Does anyone on staff get calls from citizens about the numbers on the spreadsheets.

Pat---the only call come from you....

CK: the reason is that there is not enough back-up information to explain the numbers & there is not enough interest/understanding by 99% of the Town. Maybe redesigning the format of the spreadsheet so it is more understandable for the readers would be a help.

Adjourned: 8:35

Next meeting Sept 12 at 7:30 AM in room 204

Ann Chang.

# PROPOSED TIME LINE FOR FY15 ABRSD BUDGET

**FY14**

**FY15**

21-Sep-12	FY14 Instruction Letter Distributed	20-Sep-13	FY15 Instruction Letter Distributed A. FY15 Level Service Requests using old budget accounts B. FY15 New Personnel & Program Requests
5-Oct-12	FY14 Level Service Received	18-Oct-13	FY15 Level Services Requests and New Personnel & Equipment Requests Received
26-Oct-12	FY14 New Personnel and Equipment Received		
November, 2012	One-on-One Budget Review Meetings	21-Oct-13	Completion of new unified FY15 Chart of Accounts-sent To MUNIS (six week period of testing and implementation begins)
December, 2012	FY14 Budget Finalization Meetings one each for APS & AB	11/04/13 - 11/29/13	FY15 Internal Budget Review
	FY14 Preliminary Budget Discussions With AB & APS School Committees	29-Nov-13	MUNIS Conversion Target Completion Date
	FY14 Level Service Estimate Published	12/19/2013	FY15 First Budget Presentation to Transitional School Committee
	Use of Reserves Discussed Chapter 70 Estimated Schedule Reviewed		Review of \$1 million in savings
January, 2013	APS & AB Budgets Published		Use of Reserves Discussed
Late January, 2013	FY14 Budget Saturday	January, 2014	AB Budget Published
February, 2013	AB & APS Budget Updates AB & APS Budget Votes	25-Jan-14	FY15 Budget Saturday
March, 2013	Budget Monitoring	February, 2014	AB Budget Updates AB Budget Vote
April, 2013	Acton Town Meeting	March, 2014	Budget Monitoring
May, 2013	Boxborough Town Meeting	April, 2014	Acton Town Meeting
		May, 2014	Boxborough Town Meeting

9/6/13



## Memo

To: Stephen Mills

From: Steve Desy

RE: Acceptance of a gift, Assistant Football Coach

Date: August 22, 2013

The Dan Rinaldi Heart Fund (\$3175) and Monday Night Quarterbacks (\$2500) have offered a gift of \$5675, to pay for an assistant football coach.

I recommend the acceptance of these generous gifts totaling \$5675, from the Rinaldi Heart Fund and the Monday Night Quarterbacks.

**ACTON-BOXBOROUGH REGIONAL HIGH SCHOOL**  
**36 Charter Road, Acton, Massachusetts 01720**  
**Together we promote respect for self, others, and learning.**

**JoAnn Campbell, Ed.D.**  
**Interim Principal**

**IMPORTANT INFORMATION FROM THE HIGH SCHOOL PRINCIPAL**

August 2013

Dear Parents and Students,

Welcome to the 2013-2014 school year! It is my privilege to be serving as Interim Principal at ABRHS this year. I hope that you are enjoying a fun and relaxing summer break, and I very much look forward to meeting and working with families in the Acton and Boxborough communities when the school year begins.

We here at the high school have been working hard this summer to prepare for the students' return. As you know, we will have a day-long freshmen orientation event on Tuesday, August 27th. This event will include an assembly, an abbreviated class schedule, counselor meetings, and time for students to gather together for activities at the end of the day. We are very excited that we are able to support our incoming students in this way.

This letter contains lots of practical information about the start of school. As we progress through the year, I will be in touch via e-mail when issues and topics come up that I feel are important to share with you. I do not send a regularly timed message, choosing instead to be in touch as topics arise. Please note, however, that the PTSO sends out a "Weekly Chatter" every Sunday morning, which contains up-to-date information about our calendar, events, and school policies. Please make sure to note your preferences concerning email communication on the School/PTSO Permission page on the PowerSchool Parent Portal (accessible via the ABRHS website).

**Start of School**

This year school begins for freshmen and new students with a whole day (7:23-2:18) on Tuesday, August 27<sup>th</sup>. As this is the official opening day for the district, buses will run and lunch will be served. Students in grades 10-12 will report on Wednesday, August 28th. We will begin the day on August 28<sup>th</sup> in Advisory (noted on student schedules), to which all students should report by 7:23.

### **Student Schedules**

Student schedules will be available online through the PowerSchool Parent Portal on Monday, August 5th at 12:00 noon. In order to access a student's schedule, parents/guardians will need to complete their child's online emergency information card and the School/PTSO permission page.

Most schedules contain information regarding lockers. Please do not be concerned if a student's schedule is lacking this information. If that is the case, we will provide that information to the student on the first day of school.

Attention Seniors: If you will not be using an academic locker during the 2013-2014 school year, please contact Mrs. Haras [pharas@abschools.org](mailto:pharas@abschools.org) over the summer or at the beginning of the school year.

While we have put much work and thought into student schedules and are confident that they will be well received by students and families, we know from experience that some of you will have concerns. Because we have limited staff available in the summer, please use the following procedures if you have questions or concerns.

At this time, we will no longer accept requests for level changes to a higher-level course. If there are extenuating circumstances, students should contact the department leader. Such requests will not be otherwise entertained.

Should a student find an error in their schedule or have a simple request to add or drop a non-leveled elective they may go to the AB website under "Latest News" and click on the link for "Schedule Change Request Form." There is a link embedded which contains an electronic form for scheduling concerns. Students should follow the instructions on this form and submit their request to the Counseling Center.

### **Emergency Contact Information via PowerSchool Parent Portal**

In order to access your student's schedule parents will first need to take the time to go on line to complete or edit your student's emergency contact information on the PowerSchool Parent Portal. This log-in information was listed at the bottom of the letter that went out with the year-end report cards. Once you have submitted the Emergency Information page and completed the PTSO/School Permission page, you will gain access to your student's schedule. You may continue to use PowerSchool to track your child's attendance and stored historical grades throughout the school year. If you have any questions, please contact Jeanne Potter by email [jpotter@abschools.org](mailto:jpotter@abschools.org)

### **Bus Schedules**

Bus schedules will be on our website in August and will also be published in *The Beacon* in late August.

**Fall Sports and Activities** Most fall sports practices will begin on August 22<sup>nd</sup>, football begins on August 19<sup>th</sup>. Please check our website: <http://ab.mec.edu/abrhs/> for the starting time for each sport. Students trying out for a team must have proof (green form) of a current physical examination on file with the nurses before tryouts. The athletic fee is \$205 per sport per season with an \$820 family cap. Waivers are available for cases of financial hardship.

**Band Camp** begins August 12th (Monday - Thursday, 9am - 9pm; Friday, August 16th, 9am - 3pm).

**Chorus Camp** will be Thursday, August 22 (9am - 2pm)

### **Student IDs/School Pictures**

Student pictures will be taken on **Tuesday, September 3 and Wednesday, September 4<sup>th</sup>**. Every student will be provided with an ID card. In addition, families may choose to purchase packages of these photographs. **Parents will receive information in the mail from the photography company regarding picture ordering procedures.** If you have any questions, the phone number for Prestige Portraits for Lifetouch Studios is **(800) 426-9533**.

### Senior Portraits

To have a senior picture included in the yearbook, each student must have his/her senior portrait taken by Lifetouch Studio. Lifetouch will be on campus August 15<sup>th</sup> and August 16<sup>th</sup> and again on October 15<sup>th</sup> – October 18<sup>th</sup>. Families with questions about portrait appointments should wait to receive the postcard from Lifetouch which will include the contact information – or contact the Yearbook Advisor, Diane Cileno – [dcileno@abschools.org](mailto:dcileno@abschools.org).

### Senior Privileges

Seniors who have not yet applied for privileges may pick up application forms beginning the week of August 19<sup>th</sup>. Forms will be available at the Main Office and Administration Offices. Please follow the instructions on the privilege request form.

### Parking

Parking on campus will be available for seniors only, at a cost of \$200 for the year. Those seniors who wish to purchase a parking sticker before school starts may report to the Room 102 North (Monitor Room) on the following dates:

1. Monday, August 19th and Wednesday, August 21st from 12:00pm-3pm.
2. Tuesday, August 20th and Thursday, August 22nd from 8:00am-12:00pm.
3. Tuesday, August 27th – freshman orientation day between the hours of 7:00 a.m. and 2:30 p.m.

Parking stickers may also be purchased after the school year begins during school hours.

**Any incoming senior who owes a parking fine from junior year will not be issued a parking sticker until the fine is paid.**

During school hours parents and visitors are welcome to park in the designated visitor parking spaces at the high school. **Please do not park in any numbered parking space as all of these spaces have been assigned to faculty and staff.** The high school campus has specific drop off and pick up areas for parents, students and busses and the direction of traffic flow changes in the morning and the afternoon. **We ask that all visitors please follow the direction of the high school campus monitors.** The campus monitors are available to answer your questions and direct you through our campus.

### Absences

Parents are to notify the Main Office of all student absences. Please call (978-264-3323) on the day of the absence. If parent notification is not received, the absence will be recorded as unexcused. An unexcused absence will be defined as a truancy. Details pertaining to consequences for student truancy will be discussed with students in homeroom on the first day of school. As was the case last year, parents can review their child's daily attendance records on the PowerSchool Parent Portal. In order to receive access, you will be required to update your child's emergency contact information and the PTSO permissions first. In accordance with the school policy, each student is granted an opportunity to earn full credit for any course as long as his/her total absences (excused and unexcused) do not exceed 20 days per full year course, 10 days per semester course, or 5 days per semester course meeting on alternate days.

### **Dismissals**

If a student needs to be released early, he/she must bring a note signed by a parent or legal guardian to the Main Office prior to third period on the day of the dismissal. In the event of an emergency, parents may call the Main Office to have their child dismissed on that day. Students returning to school must check in at the Main Office when they arrive. Students leaving campus without following the proper dismissal procedures will be considered truant from any class missed. Notes excusing truancies due to the student's failure to follow the dismissal policy will not be accepted. Upperclassmen with privileges are expected to follow the same dismissal procedures whenever they are going to miss class.

Parents: If you have an emergency during the school day and need to contact your son or daughter, please call **978-264-4700 ext. 3430** or leave the message in person at the school store (located right next to the Main Office). Messages will be delivered to students in classrooms by our A-B Express student delivery service during selected periods during the day.

I know this letter contains a lot of information. We do not expect you to remember everything! Please note that all of the information contained here is available on our school website: <http://ab.mec.edu/abrhs/>. Links are also provided to both the PTSO and the Counseling Department websites. We encourage you to check all of those sites regularly for information about school happenings, upcoming events, school policies, etc.

Again, I hope that you are enjoying your summer. We look forward to seeing you soon.

Sincerely,

A handwritten signature in black ink that reads "JoAnn Campbell". The signature is fluid and cursive, with a horizontal line extending from the end of the name.

JoAnn Campbell, Ed.D.  
Interim Principal

August, 2013

Dear Families,

On behalf of our staff, I want to welcome both new and returning families to the RJ Grey community for the upcoming 2013-2014 school year. This letter starts our process for sharing with you some important information about the upcoming year. Please read carefully the contents of this mailing, along with the documents posted on our website (described below). While a bit on the voluminous side, we hope it answers many questions you might have.

Along with providing some time for recreation, the summer months give us all a chance to regroup and re-energize. As we near the start of school, encourage your children to think about their hopes for this year and what they want to be different, the same, or better than the last. Our teachers, and our school as a whole, go through a similar reflection process. There will always be programs and practices that we are adjusting or changing-- all with the goal of continually growing and improving. Three quick examples for this year: first, we hope to include in our anti-bullying curriculum a forum for parents on the evolving world of social media and the challenges that it can present to adolescents. Second, some teams have in the past two years incorporated a silent reading period into their schedules; this year, we are embedding a 20-minute silent reading period into the schedule for *everyone*. Finally, students will now be sitting at new (and movable!) tables in their science rooms that will allow teachers to arrange the room to more appropriately suit the needs of the class or the activity. There's nothing quite like the excitement and possibilities that come with the start of a school year, and we look forward to what's before us this year.

This summer, we are sharing information with families by way of this mailing as well as our newly re-designed school website. Included with *this* letter are two documents:

- A two-page document providing an overview of the start of the school year, some reminders about procedures and practices, and information on how to stay informed about RJ Grey-related activities
- A letter providing instructions and reminders about how to access your family's PowerSchool student accounts (also known as the "parent portal"), and information we will need you to input via the parent portal regarding emergency contact information

The remainder of our summer packet can be found as downloadable documents on our website. I am eager to share with everyone that we have a newly re-designed school website. The **new** address for our site is <http://rjgrey.abschools.org>. If you go to "News & Notes" or the "Families" page, you will see a link to our "Back to School Info". If access to our website is not readily available to you, please call our main office, and we would be happy to send you a paper copy of the materials. There are a number of documents, including the following:

- The **2013-2014 School Supply List**
- A **PTSO Volunteer Form**
- A document on the **Family Educational Rights and Privacy Act (FERPA)**

- A document on **student concussions and the classroom**
- A document regarding our **silent reading efforts** for next year
- Information regarding the **sale of breakfast items by Food Services**
- Information for student use of **school technology** and student email accounts
- A communication guide for families (with some frequently asked questions)

On our website we have also posted information and links to various school services. As you prepare for the next school year, you may want to visit the following pages:

- RJ Grey Athletics page (for information on green forms, Fall tryout schedules, etc.)
- The Acton-Boxborough Food Services page, which provides information about the food program and the pre-paid point of sale accounts

One quick note about the *2013-2014 School Supply List*. For families returning to RJ Grey, the school supply list you will download is not a prank! We have streamlined the supply list and worked with teams to make them universal across subject areas. In other words, the school supply lists are no longer team-specific. In the past, families needed to wait until team assignments were released before completing school supply shopping. Now, families can complete this task at their leisure. I thought it important to mention these changes as some returning families may look at this year's school supply list and wonder if we forgot to include the rest of it (I am half-kidding, though it used to be....long).

Finally, an early reminder and "save the date" note about Back-to-School Night. This year, it will be on Wednesday, September 18th at 7pm for parents/guardians of both 7th and 8th grade students. You will receive more information about this event in a few weeks, and I hope to see many of you there. In the meantime, please continue to enjoy the summer and let your kids know that we look forward to seeing them soon.

Cheers,

Andrew Shen  
Principal  
R.J. Grey Junior High

## **Creating and Posting Team Assignments**

As you can imagine, scheduling a school with over 935 students is a complex process of checks and balances and a significant portion of the summer is spent building these teams in order to balance them by:

1. sending school
2. gender
3. race
4. world language choices
5. special education, ELL, and other academic services
6. math levels

Given those and a number of other variables, it is virtually impossible to build the schedule around individual team requests. When we received information from families about individual student situations, we did review them and made our best attempt to accommodate situations when possible and appropriate. We are confident that we have built the teams in a manner that will ensure every student has the opportunity to maintain or develop friendships with his/her peers.

**On Thursday, August 15th, at approximately 12PM**, we will post the team assignments via the parent portal.

In order to access this information, you need to access the parent portal via the internet (please see attached letter about the parent portal). You will first be required to complete your child's emergency card information and answer some additional school permission related questions, including specific PTO permissions. Please note that the parent portal will be closed until August 15th, so you will not be able to complete these forms in advance. Once you complete the required information, you will be able to access your child's team placement, which is listed in your student's account.

Should you be unable to access the internet, please feel free to come to our Main Office the following week and we will assist you in entering the on-line emergency card information and permissions forms after which we will give you your child's team assignment.

**In summary, to complete the emergency card, and to access your son/daughter's team assignment on-line, please mark your calendars that the parent portal will open on Thursday, August 15th at 12PM.**

## **First Day(s) of School**

**For seventh graders, the first day of school is Tuesday, August 27<sup>th</sup>.** Upon entering the school, students will be directed to various locations where they will meet with their team teachers and other students on their team.

After a series of team-building activities, students will be divided into their homerooms and will proceed with the school day. Students may bring their own lunch or purchase lunch at our outdoor cookout (\$2.50), where I will be cooking burgers, hot dogs, and a vegetarian option. After lunch we will hold an assembly where we officially welcome everyone to RJ Grey, and begin the school year with some words of encouragement and a preview of what we hope will be a part of their RJ Grey experience.

RJ Grey prints and makes available a **student planner** that includes the contents student handbook, as well as a calendar that includes the rotation schedule for the year, important dates, and a calendar where they can assignments and important due dates. These student planners will be on sale in homerooms on the first day of school for \$5.00.



(turn)

Any **8th grade students new to the Acton-Boxborough District (those who did not attend RJ Grey as 7th graders last year)** are invited to participate in an orientation program on **Tuesday, August 27th** beginning at 12:30 PM and ending at 2:06 PM, so that students may ride home on their regular bus. Students are invited to gather in the lobby where they will be directed to a meeting location.

**The first day of school for all other grade eight students is Wednesday, August 28th.**

8th graders should report to the auditorium by 7:30 AM on Wednesday morning for a short program before proceeding to their homerooms.

## **Food Services at RJ Grey**

Lunch at RJ Grey will cost \$2.50 this year. Additionally, there are also a la carte items that can be purchased by students. Students can pay for lunches with cash, or they can utilize a prepayment system that was implemented in all schools last year. This Point of Sale system lets parents prepay for the student's meal account. All students are assigned a confidential Lunch ID (located in PowerSchool) which they should use for every cafeteria purchase. If your child had an account while in the Acton Public Schools, that account carries over and he/she will still have the same Lunch ID pin.

This year, Food Services will also be offering a limited breakfast service from 6:50am to 7:20am in the cafeteria. There is a flyer that is included in the summer packet that can be downloaded online.

## **Communication - At and With RJ Grey**

This year, we have committed to developing a more user-friendly school website that families can utilize to access useful and current information, including contact information, a calendar of events and downloadable forms and handouts. This new website also has a completely new address! Please go to <http://rjgrey.abschools.org> to visit our site. This site also has many links to other resources that you will need throughout the year (the link to your online lunch accounts, the student handbook, etc.).

We *strongly encourage* all parents to sign up for the RJ Grey mailing list - this is separate from the PTSO mailing list. When you sign up for this mailing list, you will receive our list of daily announcements (which includes reminders about upcoming activities, due dates, club meetings, and up-to date sports cancellations, etc.) as well as the Principal's weekly newsletter, called "Grey Matters". There are two easy ways to sign up for the mailing list:

1. Go to the RJ Grey website and on the bottom left, click on the icon that says, "Join Our Email Mailing List". Doing that will take you to a sign up page, where you complete some basic information
2. Using your cellphone, text "RJGREY" to 2282. Doing so will create a reply asking you to submit an email address. Those steps will add that email address to our mailing list.

Please note that parents and guardians who have already signed up for the mailing list have not been deleted, and need not re-enter their information. If you do not wish to sign up for the mailing list, but would like to read the weekly edition of *Grey Matters*, they will be posted on the RJ Grey website each Monday morning, under the Principal's tab.

Knowing that some members of our community now utilize Twitter feeds to receive information, we have also created an RJ Grey twitter account: @rjgreyjhs. We will use this twitter account primarily for sharing information about after school activity cancellations and reminders about important events. This information will be the same as what is listed in our daily announcements email. So follow us on Twitter if you prefer that method - you can sign up via the RJ Grey website.

***Staff and faculty at RJ Grey can be reached through email or leaving a voicemail.***

The format for staff email is first initial, last name, followed by @abschools.org. For example my email address is [ashen@abschools.org](mailto:ashen@abschools.org). Links to teacher email addresses can also be found on the RJ Grey website. Teachers can be reached through voicemail by calling our main number (978)264-4700 x3304 and asking for the teacher's voice mail. Teachers do their best to respond to inquiries in a timely manner, and will get back to you within 24 hours.

**Absentee Line, Cell Phones, Building Access**

Regarding some basic school procedures, if your child will be absent from or late to school, please call the absence line at (978)264-4700 ex: 3333 **before** 7:30AM and state your child's:

1. name
2. team
3. and, briefly, the reason for the absence or tardy arrival.

If you need to call during school hours (7:30-3:30), please call extension 3304 to leave a message with a member of our office staff.

Our office staff will compare the messages with our homeroom attendance. Students who are marked absent in homeroom but for whom we did not receive a call will be marked as "unexcused" and will generate a call home. Please assist us in this process and remember to call the school if your child will be absent.

If you need your child to be dismissed during the school day, please send your child in with a note and instruct him/her to bring it when he/she arrives to school. The main office will issue a pass that he/she will use when it is time to be picked up. If your child is not feeling well, he/she should visit the nurse, and the nurse will work with your child to determine the next course of action. Students should not use their personal cell phones to make arrangements with you to be picked up. While on the subject of cell phones....

The video, camera, and real-time text capabilities of cell phones presents the difficult challenge of ensuring an appropriate learning environment for students at this age level. In order to maintain the focus on school activities and learning, use of student cell phones is not allowed during the school day. We appreciate that students wish to have cell phones available before and after school. Students who choose to bring cell phones to school **MUST keep their phones in their lockers** (and turned off) from 7:30am to 2:06pm. This means that even having a turned-off cell phone in your pocket is a violation of school rules.

To maintain student safety and building security, the doors to the front lobby are the only public entrance to school during the school day (visitors are asked to check-in at the Main Office upon arrival). All other doors will be locked during the school day.

**Morning Drop Off Procedures**

Last year, we began the process of addressing the challenges that exist during morning drop-offs, as many cars and buses attempt to safely enter and exit the school campus. First and foremost, our priority is to address the safety and well-being of all students. Beyond safety considerations, we certainly want to support a process that allows vehicles to exit the campus in a timely manner. Please be aware that along with Junior High students and parents, there are high school students and families also navigating the campus area (including pedestrians walking from across Rt. 111). It is inevitable that most mornings will involve a bit of a wait while coming to, passing through, or exiting the school campus, and parents should plan accordingly.

If and when it's an option, we strongly recommend utilizing the District's bus service! We will continue to evaluate different options in regards to the layout of our physical campus. In the meantime, having several hundred cars, pedestrians, and buses arrive at our schools in a 30 minute period means that we must all exercise a certain level of patience and cooperation to ensure the safety of our students and families.

(turn)

Please note that the information below is specifically in regards to the time period between 7:00 AM and 7:30 AM, from Monday thru Friday.

### **Directions**

- Parents **are not** allowed to enter the campus from the entrance closest to Prospect Street (by the JH gymnasium) when coming from Rt. 111. Until approximately 7:20 am, this entrance will be only for staff vehicles that park behind the school, handicapped student drop-offs, and for school vehicles.
- Buses will travel from the high school to RJ Grey and travel along the road closest to the school building. These buses will then park along the JH gymnasium and release students. Once a bus releases its students, it will exit the campus via the entrance closes to Prospect Street. This is another reason parents can not use that entrance! (it will be blocked by buses) To help with traffic on Rt. 111, all buses are required to turn right out of the campus onto Rt. 111.
- Until approximately 7:20, parents will need to drop off students via the lower parking lot - which is accessible via Charter Road. When exiting the lower parking lot, all vehicles must turn left at the tennis courts, and head towards Charter Road, until approximately 7:20 am. After all of the buses have left the campus, an RJ Grey staff member will remove the sawhorses blocking the pathway towards Prospect Street, and cars will then be permitted to turn right (or left) when facing the tennis courts and use the Prospect Street exit.
- RJ Grey staff members will be present in the lower parking lot to assist with the morning drop off process. Please assist those staff members by driving at appropriate speeds, watching for instructions and pedestrian crossings, and making sure your children are prepared to exit your vehicles in a timely manner.

**Office of the Director of Curriculum and Assessment**

Acton Public Schools

Acton-Boxborough Regional School District

(978) 264-4700, x3213

<http://ab.mec.edu/curriculum/curriculum.shtml>

TO: Dr. Stephen Mills, Superintendent  
FROM: Deborah Bookis, Director of Curriculum and Assessment  
DATE: September 2013  
RE: Summer Professional Learning

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During this very short summer, our campus was incredibly busy with professional learning opportunities, ranging from Research and Development projects to a four-day Institute facilitated by Teachers College. Below are some highlights.

**Research and Development**

Over eighty educators worked collaboratively on over 41 Research and Development projects to create curriculum and assessment. Research and Development (R&D) projects are intended to substantively advance current practice. Proposals are written in the spring and are thoroughly evaluated by a committee of administrators and educators to make certain they incorporate the following components:

- ~ What problem or need in current practice does this proposal address?
- ~ How will the R&D rectify this problem?
- ~ How does the proposal incorporate new thinking?
- ~ What will be produced/created?
- ~ With whom and how will the product be shared?
- ~ What measures will be used to evaluate the success of the project?

This summer, projects ranged from creating *Demonstration Texts for the Learning Progressions in Three Types of Writing, K-12* to *Developing a Family and Community Literacy Website, Incorporating Technology Learning Goals into the Study Skills Curriculum* and *Program Development for the Bridges Program*.

**Technology – Google Drive in the Humanities**

Google Drive offers opportunities to increase formative assessments, as well as efficiency in the classroom. This workshop addressed the need for a more effective writing process. Google Drive allows students to write more, which is the most important element to improving student writing. Also students receive more immediate feedback from the teacher, which allows for more effective instruction.

**Data Wise**

A workshop based on the book entitled, *Data Wise: A Step-by Step Guide to Using Assessment Results to Improve Teaching and Learning* by Boudett, City and Murnane, was offered to the district leadership group. The workshop focused on examining evidence of student learning in all forms and then using that information as a catalyst for department or school conversations about student learning and fostering collaboration.

**Columbia University Teachers College, Homegrown Institute: Growing Readers Workshop**

Building on Kathy Collins' *Reading Workshop* professional learning offering last year, Columbia University Teachers College facilitated a four-day Institute: *Growing Readers Workshop*, on our campus. The workshop focused on the building blocks – the conditions of learning – for creating a successful Reading Workshop: immersion, expectation, demonstration and engagement, approximation and responsibility, feedback/response, and practice, as well as the following components:

- ~ The central role of curriculum development and planning in the teaching of reading.
- ~ Units of study across the year in the reading workshop.
- ~ The components of balanced literacy.
- ~ Comprehension strategies.
- ~ Assessing and planning for work with individuals and small groups.
- ~ Read aloud and accountable talk.
- ~ Writing about reading.
- ~ Book Clubs.

Over fifty K-6 educators focused their work together from the question, “How does this teaching build upon what I already know about the teaching of reading?” Discussions stemmed from: assigning books vs. giving choice, moving around the room to give all students feedback, and taking cues from students.



“Being able to participate in the *Teachers College Home Grown Summer Reading Institute* here in Acton was such an uplifting and rejuvenating week for me.”

“I found the video clips extremely helpful because I could see the different parts of the reading workshop in action, and several of the clips were of kindergarteners.”

“I was thrilled to receive the reading units of study and also see where I can access the wealth of resources on the Reading and Writing homepage.”



## 6 Traits of Writing, K-8

This three-day interactive workshop allowed participants to dive deeply into the six traits of writing. The course covered: understanding what each trait encompasses, connecting the traits to the Common Core Standards, teaching students to become self-assessors, assessing student papers using the six trait rubric, applying mentor texts to teach genre and skill, and implementing mini-lessons as apart of the writer’s workshop.

## Summer Leadership Institute: *World Class Learners at AB*

Over sixty administrators and educators spent two days together learning about the skills and knowledge needed in a global context. Dr. Yong Zhao, author of *World Class Learners: Educating Creative and Entrepreneurial Students* and *Catching Up or Leading the Way: American Education in the Age of Globalization* was our guest speaker and spent the first day of the Institute with us. He also shared his message with the entire staff and community at an evening presentation. This presentation can be viewed under News and Events on the district website: <http://ab.mec.edu>.

## 2013 Fall Coaches

Jessica Sand	Cheerleading	4	Head Cheer
Jenny Sloan	JV Cheerleading	4	Asst. Cheer
Lisa Owens	Cross Country	4	Head Girls XC
Craig Andrews	Cross Country	4	Head Boys XC
Mae Shoemaker	Varsity Field Hockey	4	Head FH
Emily Cunningham	JV Field Hockey	4	Asst. FH
Mary Mathews	Freshman Field Hockey	4	Asst. FH
Bill Maver	Varsity Football	4	Head Football
Brian Maver	Asst. Football	4	Asst. Football
Bruce Oetinger	Asst. Football	4	Asst. Football
John Flannery	Asst. Football	4	Asst. Football
Tim Bassett	Asst. Football Coach	4	Asst. Football
Mike Tobin	Freshman Football	4	Asst. Football
John Carco	Golf	4	Head Golf
Elizabeth Muff	JHS X-Country	4	JHS XC
Julie Donovan	Asst. JHS X-Country	2	JHS Asst. XC
Tom Sandock	Asst. JHS X-Country	4	JHS Asst. XC
Laura Sikalis	7 <sup>th</sup> Grade Field Hockey	4	JHS Asst
Eileen Flannery	8 <sup>th</sup> Grade Field Hockey	4	JHS FH
Ray Kallagher	8 <sup>th</sup> Grade Boys Soccer	4	Head Coach
Jon Duclos	8 <sup>th</sup> Grade Girls Soccer	4	JHS Soccer
Will Edmonds	7 <sup>th</sup> Grade Boys Soccer	1	JHS Soccer
Ann-Marie Gaebel	7 <sup>th</sup> Grade Girls Soccer	4	JHS Asst Soccer
David Baumritter	Varsity Boys Soccer	4	Var. Soccer
Kirk Marshall	Freshman Boys Soccer	4	Asst. Soccer
Tony Ammendolia	JV Boys Soccer	4	Asst. Soccer
Lee Billiard	Varsity Girls Soccer	4	Head Soccer
Kristi Stewart	JV Girls Soccer	3	JHS Asst. Soc
Chris Clinton	Freshman Girls Soccer	4	Asst. Soccer
Jeff Johnson	Girls Swim	4	Head Swim
Lisa Cummings	Asst. Swim Coach	4	Asst. Swim
<i>TBA</i>	<i>Diving Coach</i>	4	<i>Asst. Swim</i>
Mark Starr	Volleyball	4	Head Volleyball
Darren Gwin	Asst. Volleyball	4	Asst. Volleyball

**MONTHLY ENROLLMENT**  
**ACTON PUBLIC SCHOOLS**  
**ACTON-BOXBOROUGH REGIONAL SCHOOLS**  
**2013-2014 ACADEMIC YEAR**

Sep-13

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	Tot	A	B(1)	C	Tot	A	B(1)	C	Tot	A	B(1)	C	Tot	A	B(1)	C	Tot	A	B(1)	C	Tot	A	B(1)	C	Tot	A	B(1)	C	Tot								
K	281	39	7	288																																				
1	302	51	6	308																																				
2	316	60	6	322																																				
3	366	59	8	374																																				
4	373	57	7	380																																				
5	355	71	2	357																																				
6	358	71	2	360																																				
In D.Pre-sch. Clrm	55	22	0	55																																				
In D.Pre-sch. Intnt	0	2	0	0																																				
OOD Pre-sch	2	2	0	2																																				
O.D. SPED K-6	22	7	0	22																																				
A.P.S. Total	2430	441	38	2468	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								
7	391	71	7	469																																				
8	374	77	9	460																																				
J.H.S. Total	765	148	16	929	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								
9	398	71	9	478																																				
10	403	72	9	484																																				
11	396	78	8	482																																				
12	411	108	5	524																																				
9-12 Ungr.	0	0	0	0																																				
P.G.	0	0	0	0																																				
H.S. Total	1608	329	31	1968	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								
Total JHS & HS	2373	477	47	2897	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								
O.D. SPED 7-12	43	8	0	51																																				
Reg. Total	2416	485	47	2948	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								
A.P.S. Total	2430	441	38	2468	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								
Reg. Total	2416	485	47	2948	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								
Grand Total	4846	485	85	5416	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								

**A = ACTON**  
**B = BOXBOROUGH**  
**C = Choice/Staff/Tuition In**  
**D. Alcardi**  
**A. Bisewicz**  
**K. Nelson**  
**E. Weiner**  
**R. Cvitkovich**  
**S. Mills**  
**M. Altieri**  
**D. Bookis**  
**L. Huber**  
**C. Bates**  
**All Principals (2)**

Students other than Choice counted under column C:  
 Staff Students -  
 Tuition In Students -  
 Sped Tuition In Students

13.5

Actual  
Acton Public Schools  
2013-2014  
September 1, 2013

Grade YOG	Conant			Douglas			Gates			McCarthy-Towne			Merriam			Total	# Sec.	Avg. S
	CAD	CAM	CPM	DAD1	DAD2	DAM	GAD	GAM	Total	Case +	TAD1	TAD2	TAM	T13#	MAD	MAM	MPM	1#
K-26	20	21	21	62	20	21	20	21	61		21	21	21	63	20	20	21	61
Rm 3	4	5	1#	3	4	5	3	5	2#		310	311	312	112#	224	234	323	1#
										Case +	23	22	23	68				
Gr. 1-25	21	22	22	65	22	23	22	23	67		22	22	23	67	21	22	22	65
Rm 5	7	8		6	7	8	6	8	3#		301	302	303	111#	135	231	334	2#
										Case +	23	22	22	67				
Gr. 2-24	22	22	20	64	22	21	21	21	63		23	21	22	66	22	22	22	66
Rm 9	10	20		9	10	11	17	9	2#		313	314	315	1412#	133	321	332	4#
										Case +	24	25	26	75				
Gr. 3-23	24	24	23	71	23	24	23	24	70		24	24	23	71	23	23	23	92
Rm 17	18	19	1#	12	13	14	18	19	1#		213	214	215	1313#	233	230	330	331
										Case +	26	23	24	73				
Gr. 4-22	24	24	24	72	25	24	25	23	72		23	23	24	70	23	23	24	94
Rm 14	15	16		19	20	21	13	15	1#		210	211	212	131	223	235	335	1#
										Case +	24	27	24	75				
Gr. 5-21	24	24	24	72	23	25	23	24	71		24	24	24	72	23	23	23	69
Rm 11	12	13		15	16	17	11	12	14		113	114	115	1#	232	324	333	1#
Gr. 6-20	23	24	24	71	24	23	24	24	72		24	24	25	73	24	24	25	73
Total Staff				4#		4#			8#		Case +	113	Average 23.8	499				10#
Total	21 Sec. Average	22.7	477	21 Sec. Average	22.7	477	19 Sec. Average	22.8	433		21 Sec. Average	21 Sec. Average	23.0	482	23 Sec. Average	22.6	Average	520
Range	20	24		20	25	25	20	25			21	25			20	25		20

ALL DAY K - CAD, DAD1, DAD2, GAD, TAD1, TAD2, and MAD



# ENROLLMENT CHANGE

FY'13 - FY'14

	Sep-13	Sep-13	Delta
APS	2500	2468	-32
JHS	936	929	-7
SHS	1993	1968	-25
AB Sped	54	51	-3
	5483	5416	-67
Blanchard	432	441	9

## Top of the Class

*A look at the best-performing high schools in a few select categories.*

### HIGHEST PERCENTAGE OF STUDENTS ACHIEVING PROFICIENCY (SCORING 3-5) ON AP EXAMS

1	ACTON-BOXBOROUGH	96.9
2	CONCORD-CARLISLE	96.4
3	LEXINGTON	96.1
4	DOVER-SHERBORN	96.0
5	SHARON	95.7

### HIGHEST PERCENTAGE OF STUDENTS GOING TO COLLEGE

1	WESTFORD	92.5
2	BERLIN-BOYLSTON	92.5
3	DOVER-SHERBORN	91.6
4	MEDFIELD	91.5
5	HANOVER	91.4

### HIGHEST OVERALL SAT SCORE

1	WELLESLEY	1885
2	ACTON-BOXBOROUGH	1873
3	LEXINGTON	1866
4	WESTON	1853
5	DOVER-SHERBORN	1819

### HIGHEST GRADUATION RATE

1	MEDFIELD	99.1
2	FOXBOROUGH	99.0
3	COHASSET	98.9
4	WESTFORD	98.5
5	WELLESLEY	98.3

# Best Schools

*Our exclusive  
ranking of the top  
cities and towns.*

2013 RANKING	TOWN NAME	AVERAGE CLASS SIZE	GRADUATION RATE	PERCENTAGE GOING TO COLLEGE	PER-PUPIL EXPENDITURES	PERCENTAGE SCORING 3-5 ON AP EXAMS	READING	SAT WRITING	MATH	STUDENT- TO-TEACHER RATIO
1	DOVER	18.3	97.5	91.6	\$17,607	96.0	596	602	621	12.3
2	SHERBORN	17.3	97.5	91.6	\$15,129	96.0	596	602	621	11.7
3	LEXINGTON	19.3	95.9	86.5	\$16,358	96.1	612	617	637	12.1
4	CARLISLE	19.8	92.9	86.3	\$15,908	96.4	587	586	601	11.8
5	BOXBOROUGH	19.7	94.2	85.2	\$14,222	96.9	611	612	650	13.2
6	CONCORD	17.1	92.9	86.3	\$16,637	96.4	587	586	601	12.8
7	LINCOLN	16.2	97.3	87.3	\$20,776	92.6	581	577	606	9.8
8	WESTFORD	18.7	98.5	92.5	\$11,179	91.7	580	573	608	14.9
9	WAYLAND	18.0	96.4	87.5	\$15,198	91.5	591	594	617	14.2
10	WELLESLEY	17.4	98.3	88.4	\$15,421	95.1	623	631	631	13.9
11	WESTON	22.6	96.6	85.1	\$19,352	79.2	603	617	633	11.9
12	HARVARD	19.0	96.3	86.9	\$13,476	92.1	603	594	609	15.8
13	WINCHESTER	19.8	97.6	84.5	\$11,822	81.1	589	599	614	14.8
14	SHARON	18.1	95.1	90.3	\$14,151	95.7	585	590	600	13.1
15	MANCHESTER	21.1	95.7	80.9	\$13,274	91.5	569	563	585	12.9
16	SUDBURY	20.5	97.3	87.3	\$12,359	92.6	581	577	606	14.3
17	WESTBOROUGH	16.4	97.5	90.7	\$14,007	89.1	556	558	589	13.3
18	HOLLISTON	16.6	97.8	86.3	\$12,089	94.2	553	556	573	13.3
19	BROOKLINE	17.7	92.9	79.9	\$16,556	94.7	587	591	614	13.8
20	NEWTON	19.3	94.9	79.9	\$16,397	92.5	587	595	614	15.4
21	WESTWOOD	18.6	96.0	86.7	\$13,999	90.0	550	547	566	15.0
22	BOXFORD	16.3	97.0	83.7	\$12,006	76.1	539	536	568	13.0
23	BELMONT	21.3	95.7	84.3	\$11,969	94.1	586	591	612	17.1
24	ACTON	22.5	94.2	85.2	\$11,480	96.9	611	612	650	18.1
25	COHASSET	20.6	98.9	90.0	\$13,320	83.0	555	549	563	13.6
26	ESSEX	21.3	95.7	80.9	\$13,274	91.5	569	563	585	12.9
27	MIDDLETON	16.3	97.0	83.7	\$11,762	76.1	539	536	568	12.6
28	HOPKINTON	19.9	97.5	85.2	\$12,298	83.2	556	564	583	14.1
29	BOLTON	19.0	94.3	87.9	\$12,498	90.1	563	554	581	15.5
30	SOUTHBOROUGH	18.7	95.4	87.8	\$13,831	90.2	567	570	585	13.3
31	TOPSFIELD	15.8	97.0	83.7	\$11,862	76.1	539	536	568	12.7
32	NEEDHAM	19.3	95.4	88.6	\$13,602	95.0	581	582	594	15.4
33	ANDOVER	20.9	95.5	89.1	\$13,697	81.0	560	562	586	14.1
34	WENHAM	19.1	97.8	84.2	\$14,644	83.2	576	567	579	13.1
35	HAMILTON	19.3	97.3	84.2	\$14,644	83.2	576	567	579	13.1
36	BEDFORD	15.5	94.0	85.4	\$16,963	92.6	572	571	592	12.2
37	MEDFIELD	19.6	99.1	91.5	\$11,364	81.4	577	582	602	14.7
38	HINGHAM	19.9	94.4	87.8	\$11,213	94.2	556	566	565	15.3
39	NORTHBOROUGH	18.1	95.4	87.8	\$12,324	90.2	567	570	585	13.8
40	MARBLEHEAD	18.7	96.3	82.6	\$12,727	86.0	559	567	579	13.6
41	LITTLETON	20.0	92.6	84.4	\$12,692	89.9	565	563	569	14.2
42	MEDWAY	18.3	96.7	82.4	\$11,641	71.4	538	551	564	15.1
43	NORWELL	20.8	96.5	91.3	\$11,524	72.8	537	542	553	16.5
44	DUXBURY	20.7	96.9	83.6	\$11,729	79.4	541	550	568	14.0
45	ARLINGTON	18.5	88.5	79.9	\$12,942	84.6	564	559	565	14.8
46	SCITUATE	18.9	91.4	85.0	\$11,381	75.7	537	550	555	14.7
47	STOW	20.5	94.3	87.9	\$12,498	90.1	563	554	581	15.5
48	LYNNFIELD	21.0	98.0	85.8	\$11,475	76.0	535	541	558	14.6
49	BERLIN	16.3	95.7	92.5	\$15,240	65.0	544	548	556	12.2
50	READING	20.4	96.6	84.5	\$10,976	88.5	547	545	562	14.6

**METHODOLOGY** We gathered the most recent available data on area schools from the Massachusetts Department of Elementary and Secondary Education (doe.mass.edu). We also consulted town and school websites if necessary. Our rankings were then computed by statistician George Reck, who is the director of the Math Resource Center at Babson College. Reck calculated the mean scores for each category, and then ranked the towns based on a weighted average of each school data point's difference from the mean. Only schools whose districts lie all or partially within the Greater Boston I-495 boundary were included. To calculate rankings for towns within regional school districts, we used data for regional high or middle schools where applicable.

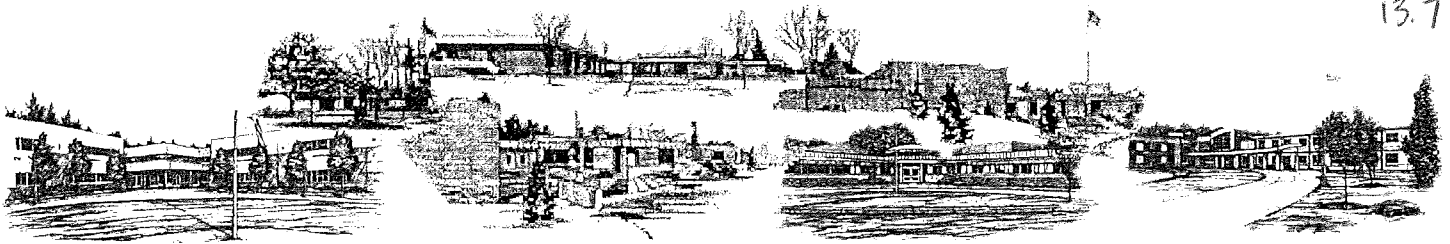


To assemble this year's Best Schools list, we spent months compiling numbers—released by the Massachusetts Department of Elementary and Secondary Education—from 147 municipalities in Greater Boston. The schools in the cities and towns that topped our proprietary ranking stood out across 20 different categories, including student-to-teacher ratio, average class size, expenditures per pupil, rate of college matriculation, and results on tests such as the SAT and the MCAS. Here, the 50 cities and towns with the very best schools.

2013 RANKING	TOWN NAME	10TH-GRADE MCAS SCORES			8TH-GRADE MCAS SCORES			5TH-GRADE MCAS SCORES			3RD-GRADE MCAS SCORE	
		ENGLISH	MATH	SCIENCE	ENGLISH	MATH	SCIENCE	ENGLISH	MATH	SCIENCE	ENGLISH	MATH
1	DOVER	100	98	100	96	79	76	84	86	80	86	84
2	SHERBORN	100	98	100	96	79	76	83	85	85	86	86
3	LEXINGTON	99	95	95	97	87	77	86	89	82	86	86
4	CARLISLE	98	92	95	98	94	89	84	86	80	91	89
5	BOXBOROUGH	96	94	94	95	84	76	84	89	78	88	90
6	CONCORD	98	92	95	96	76	80	85	86	81	86	86
7	LINCOLN	99	96	84	89	61	58	78	79	77	75	82
8	WESTFORD	99	96	94	96	89	79	84	86	82	78	80
9	WAYLAND	99	95	92	99	84	85	75	79	75	80	78
10	WELLESLEY	98	96	73	96	81	64	83	75	63	86	77
11	WESTON	99	95	86	94	72	73	82	77	75	84	80
12	HARVARD	100	98	93	97	73	72	93	84	85	85	77
13	WINCHESTER	100	98	92	97	83	80	84	88	82	82	85
14	SHARON	97	94	92	93	75	58	82	78	82	83	87
15	MANCHESTER	97	97	93	96	84	80	90	85	79	89	87
16	SUDBURY	99	96	84	94	80	70	89	86	84	84	78
17	WESTBOROUGH	98	93	96	96	77	75	79	74	78	80	80
18	HOLLISTON	99	96	95	93	74	65	82	83	81	81	73
19	BROOKLINE	96	92	84	94	80	66	80	78	64	77	78
20	NEWTON	96	94	87	93	80	63	84	82	71	80	78
21	WESTWOOD	99	96	93	94	75	59	87	83	83	86	83
22	BOXFORD	99	98	94	94	81	76	81	76	81	83	80
23	BELMONT	99	95	95	95	78	77	83	84	71	86	85
24	ACTON	96	94	94	95	84	76	82	82	76	80	82
25	COHASSET	97	98	86	97	78	65	81	83	76	80	87
26	ESSEX	97	97	93	96	84	80	79	89	70	82	64
27	MIDDLETON	99	98	94	94	81	76	77	74	81	76	80
28	HOPKINTON	98	95	96	95	79	63	79	80	73	86	86
29	BOLTON	94	92	88	96	82	71	87	87	90	76	72
30	SOUTHBOROUGH	100	96	92	91	64	57	78	70	68	83	89
31	TOPSFIELD	99	98	95	94	81	76	85	73	79	74	68
32	NEEDHAM	98	95	91	92	74	71	80	73	65	81	77
33	ANDOVER	95	92	88	96	76	65	84	82	79	83	82
34	WENHAM	99	95	91	98	67	60	74	63	65	95	95
35	HAMILTON	99	95	91	98	67	60	70.5	76	71.5	89.5	87
36	BEDFORD	95	89	85	95	72	56	73	70	56	68	68
37	MEDFIELD	98	96	96	95	72	68	75	75	68	78	68
38	HINGHAM	98	95	90	94	72	56	84	83	80	83	82
39	NORTHBOROUGH	100	96	92	92	65	70	73	66	75	73	73
40	MARBLEHEAD	99	94	87	94	74	70	76	69	69	79	77
41	LITTLETON	98	92	93	94	81	64	78	72	66	80	74
42	MEDWAY	99	96	88	93	74	62	83	79	81	80	84
43	NORWELL	98	94	92	96	74	67	84	82	86	82	81
44	DUXBURY	99	97	96	96	74	63	79	77	75	82	71
45	ARLINGTON	97	89	83	94	76	65	81	78	80	80	69
46	SCITUATE	95	90	78	96	78	62	84	85	85	78	79
47	STOW	94	92	88	93	72	45	78	84	81	71	75
48	LYNNFIELD	96	90	94	93	70	58	83	67	77	87	90
49	BERLIN	97	94	91	93	50	47	69	74	65	85	73
50	READING	97	93	86	94	74	60	75	75	62	75	76

**METHODOLOGY** We gathered them websites if necessary. Our rankings we then ranked the towns based on a well To calculate rankings for towns within

**TO SEE OUR COMPLETE RANKING OF ALL 147 MUNICIPALITIES, GO TO [BOSTONMAGAZINE.COM/SCHOOLS](http://BOSTONMAGAZINE.COM/SCHOOLS).**  
Use our interactive tool to sort the data based on the categories that are most important to you.



**ACTON PUBLIC SCHOOLS ❖ ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT**

16 Charter Road Acton, MA 01720-2995 Phone: 978-264-4700 x3206 Fax: 978-264-3340 Email: [smills@abschools.org](mailto:smills@abschools.org)

August, 16, 2013

Stephen E. Mills, Ed.D.  
*Superintendent of Schools*

Colleen Dolan  
Executive Director  
EDCO Collaborative  
281 Winter Street  
Waltham MA 02451

Dear Colleen,

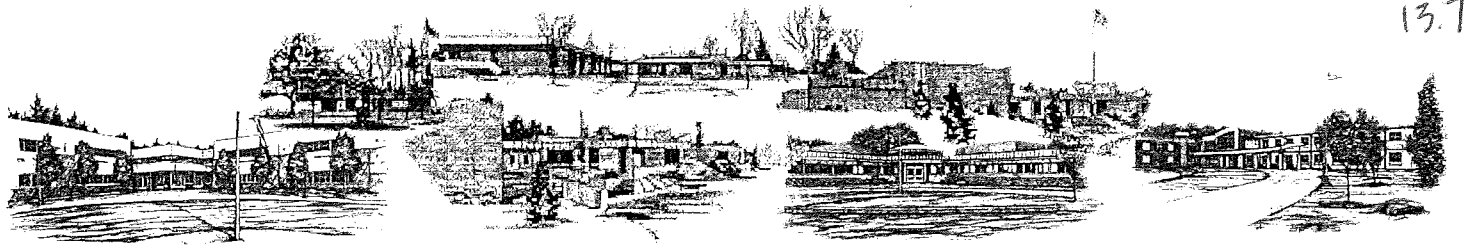
This letter is to inform you that effective July 1, 2014, the Acton-Boxborough Regional School District (currently grades 7 – 12) will expand to include the Acton Public Schools. This new PreK – 12 Acton-Boxborough Regional School District was approved by both towns on June 3, 2013. Final approval was received from the DESE last week. As a result, the Acton Public Schools will no longer exist as a separate entity as of July 1, 2014.

Please do not hesitate to let me know if you have any questions.

Sincerely,

Stephen E. Mills, Ed.D.

Cc: Dennis Bruce, Chairman, Acton Public School Committee



**ACTON PUBLIC SCHOOLS ❖ ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT**

16 Charter Road Acton, MA 01720-2995 Phone: 978-264-4700 x3206 Fax: 978-264-3340 Email: [smills@abschools.org](mailto:smills@abschools.org)

August, 16, 2013

Stephen E. Mills, Ed.D.  
Superintendent of Schools

Michael Baldassarre  
Executive Director  
CASE Collaborative  
120 Meriam Road  
Concord, MA 01742

Dear Michael,

This letter is to inform you that effective July 1, 2014, the Acton-Boxborough Regional School District (currently grades 7 – 12) will expand to include the Acton Public Schools. This new PreK – 12 Acton-Boxborough Regional School District was approved by both towns on June 3, 2013. Final approval was received from the DESE last week. As a result, the Acton Public Schools will no longer exist as a separate entity as of July 1, 2014.

Please do not hesitate to let me know if you have any questions.

Sincerely,

Stephen E. Mills, Ed.D.

Cc: Dennis Bruce, Chairman, Acton Public School Committee



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## SAVE THE DATE

Message

Mary deAlderete <mdealderete@acton-ma.gov>

Tue, Aug 6, 2013 at 10:36 AM

Reply-To: Clerk Department <Clerk@acton-ma.gov>

To: All Boards and Committees <AllBoardsandCommittees@acton.local>

Cc: Eva Szkaradek <eszkaradek@acton-ma.gov>, Katelyn Huffman <khuffman@acton-ma.gov>, Nina Pickering Cook <npickeringcook@andersonkreiger.com>, Stephen Anderson <sanderson@andersonkreiger.com>

To All,

Town Counsel has prepared an updated Open Meeting Law Training Session and attendance is **MANDATORY** for **ALL** Board and Committee members.

Two sessions will be offered for your convenience.

You may choose to attend either **Wednesday, September 18<sup>th</sup>** or **Wednesday, September 25<sup>th</sup>** starting at 7:00 PM to approximately 9:00 PM in the Acton Boxborough High School Auditorium.

If you have specific OML questions or topics that you would like us cover in this training, please let us know so that we may include them.

Please RSVP the Clerk's Office as soon as possible to let us know your choice of evening.

Best regards,

Mary de Alderete

Asst. Town Clerk