

**ACTON PUBLIC AND ACTON-BOXBOROUGH REGIONAL SCHOOL COMMITTEE
MEETING MINUTES (approved 8/22/13)**

Library

May 2, 2013

**R.J. Grey Junior High School 7:15 p.m. Acton Public School Committee School Choice Hearing
7:30 p.m. Acton-Boxborough Regional School Committee School Choice Hearing
7:40 Joint APS/AB/Boxborough School Committee Meeting**

Members Present: Brigid Bieber, Mary Brolin, Dennis Bruce, Michael Coppolino, Paul Murphy, Maria Neyland, Deanne O’Sullivan, Kristina Rychlik

Members Absent: Kim McOsker

Others: Don Aicardi, Marie Altieri, Deb Bookis, Liza Huber, Steve Mills, Beth Petr, members of the Boxborough School Committee

Chairmen Dennis Bruce called the Acton Public School Committee to order at 7:17 p.m.

APS BUSINESS

2.1 SCHOOL CHOICE PUBLIC HEARING DISCUSSION and VOTE

After discussion, Paul Murphy moved, Michael Coppolino seconded and it was unanimously,

VOTED: To approve the administration’s recommendation that the Acton Public Schools will not accept any School Choice students in academic year 2013-2014 due to a shortage of space for additional students.

The Acton Public School Committee was suspended at 7:30 p.m.

Vice Chairperson Maria Neyland called the Acton-Boxborough Regional School Committee to order at 7:32 p.m.

ABRSC BUSINESS

4.1 SCHOOL CHOICE PUBLIC HEARING DISCUSSION and VOTE

After discussion of how full our classes are, Mike Coppolino moved, Brigid Bieber seconded and it was unanimously,

VOTED: To approve the administration’s recommendation that the Acton-Boxborough Regional Schools participate in the state’s School Choice program in academic year 2013-2014 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.

Dr. Mills thanked the High School staff and students for their efforts during the bomb scare last Friday. It was valuable that the Safety Task Force had recently concluded their efforts.

JOINT SCHOOL COMMITTEE MEETING

The Acton Public School Committee was reconvened by Dennis Bruce at 7:40 p.m. to begin the APSC/ABRSC Joint meeting.

CHAIRMEN’S INTRODUCTION

6.1 Recognition of Mae Shoemaker, ABRHS Field Hockey Coach

Surrounded by her AB field hockey players, Dr. Mills and Maria Neyland congratulated Coach Shoemaker on being named the 2012 Dita/NFHCA High School National Coach of the Year.

Maria thanked Mae for being such an outstanding role model for the students who love and respect her.

Dr. Mills said that this achievement is so extraordinary that it requires community wide, school

committee recognition. Dr. Callen presented Mae with a plaque on behalf of ABRHS and the Athletic Department. Coach Mae thanked everyone, including her team, saying they made her look good.

6.2 Thank you to FY13 ABRHS School Committee student representatives

Maria Neyland thanked Coco DeFrancesco, Jennie He, Jacob Johnson, Tess Little and Nikhil Manocha for their participation this year. Mike Coppolino specifically thanked Jacob who spoke out in the past advocating for student input on teacher evaluation. This is now one of the three pieces of the Gates Foundation's recommendation.

6.3 "Leadership in Sustainability"

Dr. Mills thanked JD Head, Kate Crosby, Deborah Bookis, Fred Hohn, and everyone involved in the effort that resulted in the US Dept of Education Green Ribbon School District Sustainability Award letter from Secretary of Education, Arne Duncan. ABRHS is the only high school in America that is both a Blue Ribbon and a Green Ribbon school. Four of our 6 school buildings have received an energy star award from the EPA. Student engagement is a key element of our district's success. Kate Crosby described today's visit by Michael Yudin, Assistant Secretary, U.S. Dept of Education and others. This was a student driven activity and very impressive.

6.4 Special Education Parent Advisory (Sped PAC) Presentation – 2012 MCAS Highlights

Nancy Sherburn thanked Dr. Mills and his team and principals for meeting with her and Bill Guthlein. Nancy stated that the Sped PAC co-chairs realize they are focusing on the outliers and the Districts do a terrific job with the majority of students. They are looking for basic functional proficiency for all students. They would like to ask the School Committee for a plan to close the proficiency gap for Special Education students. ELA is an area of concern across the Region for them and math is a strength. At APS, their biggest area of concern is 4th grade math and English. Both SGP are below the state media again.

Nancy and Bill asked that the District and School Committees commit to analyzing the MCAS strands as they did for math students in 2010-2011. They wonder if some of the successful strategies used on math skills be applied to ELA. They also questioned whether a system wide approach, as opposed to an individual school approach, is needed for 4th graders.

Mike Coppolino thanked Nancy for the valuable analysis but it will take time to create a plan. Dr. Mills said that the unified district wide approach would be Deb Bookis, Liza Huber and himself supporting the individual principals' work. MCAS Analysis Teams are at each school. Brigid Bieber thanked Nancy and Bill for their analysis and Deb Bookis for her input. Brigid is concerned about getting caught up in teaching for the test, particularly with MCAS, when there are many assessment tools to be used.

APPROVAL of MINUTES and STATEMENT of WARRANT

APS Warrant #201321 dated 4/16/13 in the amount of \$198,301.80 and #201322 dated 4/30/13 in the amount of \$53,143.85 was signed by the Chair and circulated to the Committee for signatures. ABRSD Warrant #13-022 dated 4/18/13 in the amount of \$1,798,686.67 and #13-023 dated 5/2/13 in the amount of \$1,391,543.19 was signed by the Chair and circulated to the Committee for signatures.

The minutes of 3/7/13 Joint/AB/APS School Committee meeting, the 4/4/13 Joint/AB SC Meeting and the minutes of 4/25/13 ABRSC Meeting will be voted at the next meeting.

PUBLIC PARTICIPATION – none

JOINT SCHOOL COMMITTEE BUSINESS

10.2 Recommendation to approve ABRHS Handbook FY14 changes – VOTE (taken out of order)

Dr. Callen outlined the proposed changes for FY14.

ABRSC VOTE:

Paul Murphy moved, Brigid Bieber seconded and it was unanimously,

VOTED: to approve the AB Regional High School FY14 Handbook changes as proposed.

9.1 Food Services Presentation (APS and AB)

9.1.2 Direct Loss of Revenue chart and price comparisons

9.1.3 Recommendation to approve ABRSD School Lunch Price Increase for FY14 – **VOTE**

Kirsten Nelson reviewed Food Services for the past year and the many changes throughout the country. 3000 lunches a day are served with 7 kitchens in operation. All 5 Acton elementary schools have been awarded the Healthier US School Challenge Award for Excellence. The Point of Sale system initiated in October 2011 has been very successful. Currently lunch costs \$2.20 – \$3.25 and she is recommending an increase from \$2.20 to \$2.50 and an increase to each tier of \$.25 to stabilize revenue and expenses. This would make the total average lunch price \$2.65 as required by the new lunch price law.

ABRSC VOTE:

Brigid Bieber moved, Mike Coppolino seconded and it was unanimously,

VOTED: to set the price of Type A lunches for the AB Schools to \$2.50 and to raise each tiered price \$.25 effective July 1, 2013.

Kirsten thanked the Committee stating, “A well fed child is ready to learn!” and encouraged all to see the Food Services website at <http://ab.mec.edu/departments/food/food.shtml> A similar vote will take place at the next APSC meeting for elementary schools’ lunches.

The Boxborough School Committee was called to order for a Joint Meeting at 8:59 p.m.

9.2 Regionalization Report

9.2.1 Proposed PreK-Grade 12 Regional Agreement, revised 4/29/13

9.2.2 Draft Motion (Warrant Language 5/2/13) and Summary for 6/3/13 Town Meeting

Marie Neyland said that Boxborough wants to print the proposed Regional Agreement in their warrant so the new language allows that flexibility. Acton does not want to include it in case there are changes prior to the Town Meetings on 6/3/13. Proposed motions have been vetted by Acton and Boxborough Town Counsel. Maria confirmed that everyone was comfortable with the summary written by Mac Reid and Peter Ashton.

9.2.3 Acton-Boxborough Regional School Committee: Recommendation to Approve Proposed PreK-Grade 12 Regional Agreement - **VOTE**

Mary Brolin moved, Mike Coppolino seconded and it was unanimously

VOTED: to approve the proposed PreK-Grade 12 Regional Agreement revision dated 4/29/13.

9.2.4 Acton Public School Committee: Recommendation to Support Proposed PreK-Grade 12 Regional Agreement - **VOTE**

Mike Coppolino moved, Paul Murphy seconded and it was unanimously

VOTED: to support the proposed PreK-Grade 12 Regional Agreement revision dated 4/29/13.

9.2.5 Boxborough School Committee: Recommendation to Support Proposed PreK-Grade 12 Regional Agreement - **VOTE**

Brigid Bieber moved, Mary Brolin seconded and it was unanimously

VOTED: to support the proposed PreK-Grade 12 Regional Agreement revision dated 4/29/13.

Maria thanked the Regional School District Study Committee (RSDSC) and all applauded them for their tireless efforts led by Peter Ashton and Mac Reid.

9.2.6 Upcoming Forums – see www.ab.mec.edu

Beth maintains the list of forums and contacts. Kristina was thanked for her efforts to target specific groups in the towns. The AB website has the most current information.

*The Boxborough School Committee adjourned at 9:14 p.m. (Tina Stevens and Gary Kushner attended)
The APS/ABRSC Joint Meeting continued.*

9.3 School Committee Member Reports

9.3.2 Boxborough Leadership Forum (BLF) Report

Maria reported that discussion centered on the warrant and upcoming Town Meeting. A casino discussion has started. Outreach plan is coming.

9.3.3 Health Insurance Trust (HIT) Report

Kim sent a report that the Trust has lost approximately \$1.5 million during this plan year but \$2 million has been received from reinsurance (some of this was for last year). Don said that this was a hit to the Trust and one reason the rates went up. Several unusual events affected the Trust so it was a combination of things that caused the decrease. Mike Coppolino asked that the Committee be updated about what is happening with the Trust. Kim will be asked for more detail at the next meeting. Marie said that \$2 million in reinsurance is a very large amount and very unusual. It will be clearer when the Year End Report is done. Contracts for FY14 were renewed with Borgatti Harrison & Co for financial services, Cook and Co for plan management and Bill Fraher for CPA audit services. Next meeting will be June 20th. No meeting in May.

9.4 Policy Subcommittee Update

9.4.1 Employee Acceptable Use of Technology, File: GBEE – SECOND READING

ABRSC VOTE:

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

VOTED: to approve the Employee Acceptable use of Technology policy revision.

APS VOTE:

Paul Murphy moved, Mike Coppolino seconded and it was unanimously,

VOTED: to approve the Employee Acceptable use of Technology policy revision.

9.4.2 Security Camera Systems, File: EEAEB – FIRST READING

JD Head was asked about data storage and said that there is a minimum 30 day requirement to preserve the camera’s data. Second reading will be in June.

9.5 SMART Goals Update

Dr. Mills reviewed the excellent progress on the FY13 SMART goals saying that this progress is virtually his own self evaluation. Regarding the importance of clear and measurable goals, Dr. Mills stated that if you do not have goals, you would spend the whole time just reacting to people who have questions and issues. He said the pledge lawsuit bill has reached \$25,000 since it was filed. Dr. Mills plans to have FUTURES present at the June School Committee meeting. It is difficult to get real transparency in special education line item budgets because they are so complicated. The report will show that we are very effective and efficient with our special education services. Dr. Mills thanked his staff for their hard work on each goal.

9.6 FY13 Superintendent’s Evaluation Process

Maria Neyland and Kim McOsker are working on Dr. Mills’ annual evaluation. Public input is requested by May 10, 2013.

9.7 SC Summer Workshop (July) and Business Meeting (August)

Maria described the previous workshop meetings. Members were asked to send agenda items to Beth, who will send a meeting wizard to the Committees to find the best dates.

9.8 Recommendation to Approve FY14 TEC Bid

ABRSC VOTE:

Mike Coppolino moved, Brigid Bieber seconded and it was unanimously,

VOTED: to approve the FY14 TEC bid as proposed.

APS VOTE:

Mike Coppolino moved, Deanne O'Sullivan seconded and it was unanimously,
VOTED: to approve the FY14 TEC bid as proposed.

The Acton Public School Committee adjourned at 9:49 p.m.. The ABRSC Meeting continued.

ABRSC BUSINESS (continued)

10.1 FY13 Budget – 3rd Quarter Report

Don Aicardi presented. Final House budget numbers have been reported and they have been included in this presentation, although “it is still a moving target” as we go through the end of the year. The current FY13 year end estimate is \$656,000. DOR certified the E&D balance on March 18th and it is under the 5% cap. Don presented potential FY13 year end expenditures that are being considered. Items already committed to are \$60,000 of safety equipment and \$122,000 of lighting at the High School. Items being considered include \$65,000 for science tables at the Junior High School. Don thanked the Committee for their support throughout the year. Final decisions will be made after the June School Committee meetings.

Paul Murphy confirmed that special education expenses may change the final numbers. Dennis Bruce asked when the next full accounting of revenue and expenses on the Lower Fields would be presented. Dr. Mills said this would be at the June meeting. The goal for FOLF was to generate \$200,000 for this year. The last time Dr. Mills spoke to Erin Bettez they had \$205,000 in hand. The Committee agreed that parking has been a problem but that should be resolved when work is completed.

10.2 Recommendation to approve ABRHS Handbook FY14 changes

This was considered earlier in the meeting.

10.3 Recommendation to approve gift to ABRHS from Intel

Brigid Bieber moved, Mike Coppolino seconded and it was unanimously,
VOTED: to accept a gift of \$1000 from Intel Corp.

10.4 Recommendation to approve gift to ABRHS from ABRHS Track & Cross Country Teams

Brigid Bieber moved, Mike Coppolino seconded, it was unanimously,
VOTED: to accept a gift of a trophy case valued at \$3,500 for the High School.

10.5 Recommendation to approve field trip to Quebec 12/26/13-12/31/13

Paul Murphy moved, Mary Brolin seconded and it was unanimously
VOTED: to approve the field trip to Quebec in December, 2013.

NEXT MEETINGS

- May 16, 7:00 pm, APSC Meeting at RJGJHS Library (Education Report – D. Sugrue)
- May 22, 7:00 pm, Youth Risk Behavior Study Presentation, RJGJHS Library
- June 3, 7:00 pm, Acton and Boxborough Special Town Meetings on Regionalization
- June 6, 7:30 pm, ABRSC Meeting, RJGJHS Library

The Acton-Boxborough Regional School Committee adjourned at 10:11 p.m.

Respectfully submitted,
Beth Petr

List of Documents used: see agenda